



Pearl Haskew Elementary
"Learn Love Serve Lead"



Catherine Coxe: Principal

White Oak Drive

Telephone: 251-221-1850

2016-2017

7001 Irvington, AL 36544

Standard 1: Purpose and Direction

- *Development Meetings*

Improvement Planning Process

Improvement Planning Process

Describe the process used to engage a variety of stakeholders in the development of the institution's improvement plan. Include information on how stakeholders were selected and informed of their roles, and how meetings were scheduled to accommodate them.

Continuous Improvement Plan (CIP) team members were selected from all grade levels including Special Education, media, health services, community stakeholders, paraprofessionals, and parent representatives. Meetings are scheduled throughout the school year to update and make necessary revisions to the CIP. At least one planning meeting takes place during the summer months. Team members meet with assigned constituencies to provide opportunities for input.

Describe the representations from stakeholder groups that participated in the development of the improvement plan and their responsibilities in this process.

Current members of the Continuous Improvement Plan committee include: Cathy Coxe/Principal, Alastair Stevenson/Assistant Principal, Lisa Addison/Title I Facilitator, Victoria Rockhold/Parent Representative, Amanda Bowman/Parent Representative, School Improvement Specialist/Angela Lincecum, Lettie Duke/Counselor, Amy Parker/Special Education, LPN/Susan Williams, ELL Resource/Donna Dunnam, Kim Collier/Media Specialist, Amanda Leonhardt/Reading Instructional Partner, Summer Payne/Math Coach/TST, Shannon Porter/Speech, Nancy Bingham/Kindergarten, Karen Ricks/First Grade, Michelle Brenton/Second Grade, Robyn Terry/Fourth Grade, Carrie Wiley-Gilmore/Fifth Grade. Each CIP member is responsible for attending scheduled meetings, collecting and analyzing data, making necessary revisions to plans as needed, and reporting pertinent information to faculty and staff members, parents, and community stakeholders.

Explain how the final improvement plan was communicated to all stakeholders, and the method and frequency in which stakeholders receive information on its progress.

Copies of the CIP were presented to the faculty and staff for review. If necessary, changes will be made and the final plan submitted to the Local Education Agency (LEA) for Superintendent and board approval. The plan will be discussed at the Annual Title I Parent meeting. Parents will be made aware of how to view the CIP via a link posted on the school website. The CIP will be monitored frequently during the school year by faculty and administration and changes made if necessary. The CIP members, along with central office designees, will meet to ensure compliance and implementation of the plan. Documentation of implementation is kept on file with the Title I Chairperson at the school site.



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Facsimile 251-221-1855

Pearl Haskew
 2016-2017 A-CIP Planning Retreat
 May 23rd, 2016

<i>Lisa Addison</i>	_____	_____
<i>Nancy Bush</i>	_____	_____
<i>Collin G</i>	_____	_____
<i>Alison Peck</i>	_____	_____
<i>L Duse</i>	_____	_____
<i>M. Smith</i>	_____	_____
<i>Christy Paulsen</i>	_____	_____
<i>Marko Rich</i>	_____	_____
<i>Karyn M. H. H.</i>	_____	_____
<i>B. Patterson</i>	_____	_____
<i>S. Porter</i>	_____	_____
<i>Amanda G.</i>	_____	_____
<i>Summer Payne</i>	_____	_____
_____	_____	_____

LIM Retreat

Due to a very busy year, most of our planning for next year will be completed during the retreat, unlike last year. We will have breakfast from 8:30 – 8:50. I will do a brief introduction of the day's events. Immediately after the introduction, we will break into partners/groups to begin working on our plan for the year. This should take no longer than 1 ½ hours. After that time, we will come together in a whole group and share our ideas. Lunch will be served at 12:00 pm. All planning should be complete.

From 12:30-1:30, we will break out in our groups and complete our plans (put it in writing).

For the last hour, we will discuss (in whole group) housekeeping items, such as policies, schedules, calendar dates, etc.

Agenda

Breakfast	(20)
Purpose and Future Goals	Coxe (5)
Groups	(90)
• Review Goals and Develop WIGS	Addison, McDonald, Stevenson
○ Develop new WIGS	
○ Develop tracking method	
• Leadership Notebooks/Student-Led Conferences	Terry, Bingham
○ Shorten requirement list for binders	
○ New school-wide leadership roles	
○ Student-led conference forms	
▪ Decide on due date	
• Monthly Habit Curriculum	Porter, Leonhardt
○ Timeline when Habits will be taught	
○ Activity book lessons/link activity book to weeks	
• Parenting	Duke
○ Communication to parents	
○ Town Hall meetings	
○ Faculty Booster topics/dates	
○ Community	Brenton
• Covey Clubs	Ricks, Gilmore
○ New clubs?	
○ Budget/shirts	
○ Procedures	
• Website/Calendar	Brenton

- Action Teams
 - Purpose of each team
 - Review plan made with Shelly
- Knightly News
 - Schedule for activities/grade levels

Parker, Patterson

Summer

Sharing of Ideas (60)

Lunch (30)

Groups to complete planning (60)

Housekeeping (60)

- Parent handbook
 - Snacks
 - Uniforms
 - Lunch procedures
- Discipline
 - Detention calendar
- PTO dates
 - Open House, Fall Festival, Thanksgiving, etc.
- Schedules
- Lighthouse Team meeting dates
- Aspire results celebration date/activity
- Possible Lighthouse presentation to students?