

Comprehensive Progress Report

Mission: Caring, Preparing, Inspiring

Vision: When students leave Kannapolis Middle School to enter into AL Brown High School, they are equipped with a strong foundation in CTE, Arts, and academics. With the integration of technology and academic supports, students can truly start to identify a pathway to an industry or a successful career.

Goals:

KMS will reduce suspensions and overall discipline referrals by 5 percent (85 less referrals, 20 less suspensions) through the implementation of PBIS. We will compare 8 months of on campus data from the 2019-2020 school year and 2020-21 school year.

During the 2020-2021 school year KMS will decrease the amount of students in tier 2 MTSS by 5 percent.

During the 2020-2021 School year students on grade level in reading and math will increase by 10 percent from BOY to EOY on our Universal Screener (I Ready Diagnostic)



! = Past Due Objectives

KEY = Key Indicator

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		High expectations for all staff and students			
KEY	A1.07	ALL teachers employ effective classroom management and reinforce classroom rules and procedures by positively teaching them.(5088)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Kannapolis Middle School has been using PBIS for 3 years now. Our last year's data, up until March, showed an increase in the number of referrals and number of suspensions, with a decrease in minor referrals to majors.	Limited Development 08/31/2020		
<i>How it will look when fully met:</i>		We will use Educators Handbook to monitor student major and minor discipline referrals. Kannapolis Middle School will see a decrease in major referrals, number of suspension days and increase in minor/documented referrals. Students will understand the expectations for behavior at school and virtual and will be taught the expected behavior, not just told. Students will receive incentives for their positive choices.		Jennifer Clarkin	06/01/2021
Actions			2 of 4 (50%)		
	9/1/20	Student Handbook is created with PBIS matrix embedded. This matrix describes the expected behavior in all areas of the school and virtually. Over the first two weeks of school, all students will review the expected behavior and matrices.	Complete 08/31/2020	Nick Carlascio	08/28/2020
<i>Notes:</i>					
	9/24/20	Create a school safety plan for the 2020-2021 school year using the KCS district template.	Complete 10/07/2020	Nick Carlascio	10/01/2020
<i>Notes:</i>		Will be shared and presented at October staff meeting			
	9/1/20	The PBIS school team will meet monthly to monitor data, get feedback, review procedures, and create PBS incentives.		Kristen Logan	06/01/2021
<i>Notes:</i>					
	9/1/20	PBIS monthly incentives and drawings are established. Staff will hand out Eagle Talons for positive behavior choices by individual students. Students will trade in the Eagle Talons for drawings and school wide monthly incentives (Outside time with Friends, Eat lunch with a different class. ect)		Allen Long	06/01/2021
<i>Notes:</i>					

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		Curriculum and instructional alignment			
KEY	A2.04	Instructional Teams develop standards-aligned units of instruction for each subject and grade level.(5094)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Teachers of core subjects meet weekly with the Instructional Coach and Professional Learning Communities to design lessons and modify curriculum documents using the Understanding by Design framework. UbD documents that are aligned to state standards are utilized by accessing the KCS Teacher Tools website (http://kcsteachertools.com/).	Limited Development 09/01/2020		
<i>How it will look when fully met:</i>		When this objective has been fully met, all lessons will align with UbD curriculum documents improving core instruction by at least 80 percent. Common Formative Assessments, NC Check-Ins and End of Grade Assessments will be administered and students will improve by 5 percent during the 2020-2021 school year.		Tamara Pope	06/15/2021
Actions			2 of 4 (50%)		
	10/5/20	A master schedule will be created with 1hr Duty free planning blocks each day for Encore/core/EC teachers.	Complete 08/17/2020	Nick Carlascio	08/17/2020
	<i>Notes:</i> 5 hours per week of duty free planning total.				
	9/2/20	A professional development plan that includes opportunities for teachers to improve Tier 1 Core Instruction by utilization of blended learning will be created and provided to staff.	Complete 09/18/2020	Tamara Pope	10/01/2020
	<i>Notes:</i>				
	9/1/20	Teachers will meet with core subject Professional Learning Communities once weekly.		Tamara Pope	06/01/2021

Notes: PLC Planning days
Monday-ELA
Tuesday-Social Studies
Wednesday-Math
Thursday-Science

9/1/20 Administrators will document evidence of state aligned instruction and provide instructional feedback to teachers.

Tamara Pope

06/01/2021

Notes: Observation Cycle Schedule:
https://docs.google.com/spreadsheets/d/1loht_6zQ2HXNd5ybBCuFAdHYZ5skj1b5yxB2qTyIsO4/edit?usp=sharing

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		Student support services			
KEY	A4.01	The school implements a tiered instructional system that allows teachers to deliver evidence-based instruction aligned with the individual needs of students across all tiers.(5117)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		<p>KMS is currently in the implementation stage of the MTSS process. The framework of MTSS at our school includes a MTSS Leadership Team, Grade Level Teams and Individual Student Problem Solving Teams. Our goal is to use common language and focus on data-based decision making to determine the needs of students while using Standard Treatment Protocols to deliver evidence based interventions.</p> <p>KMS will continue strives towards becoming a trauma informed school and will implement the use of DESSA SEL assessments to measure the social-emotional competence of students in grade six.</p>	Limited Development 09/02/2020		
<i>How it will look when fully met:</i>		<p>Full implementation of MTSS will be reached when a system of interventions that are well-defined, evidence-based, efficient, effective and a Standard Treatment Protocol for interventions is common practice. At KMS, the use of Universal Screeners to identify student ability will include iReady Diagnostics, Dessa SEL Assessments and Easy CBM screenings. A Super Data Spreadsheet will be used to identify students who need supplemental and intensive instructional support and progress monitoring.</p> <p>The positive behavioral referral system will allow students to earn Eagle Talons that can be entered in monthly drawings for prizes and for entrance to quarterly merit events.</p>		Cynthia Mills	06/15/2022
Actions			4 of 6 (67%)		
	9/2/20	iReady Diagnostics will be administered to each student in grades 6, 7 and 8 to determine present levels in reading and math. Intervention groups will be formed based on diagnostic data.	Complete 09/25/2020	Tamara Pope	09/30/2020
<i>Notes:</i>					
	9/2/20	Intervention groups will be developed based on iReady diagnostics and Standard Treatment Protocol will be implemented to deliver student interventions.	Complete 09/22/2020	Instructional Coach and Teachers	10/01/2020
<i>Notes:</i>					

9/24/20	Professional Development on Go Formative, Pear Deck, LLI kit, to help with data collection and monitoring of students.	Complete 09/30/2020	Tamara Pope	10/30/2020	
<i>Notes:</i>					
9/2/20	Train administrators, instructional coach, counselors and 6th grade teaching staff how to administer DESSA assessment and analyze data.	Complete 09/18/2020	Cynthia Mills	01/30/2021	
<i>Notes:</i>					
9/2/20	The MTSS Leadership Team will meet once monthly to examine the effectiveness of all tiers and implementation.		Cynthia Mills	06/15/2021	
<i>Notes:</i> Running Agenda: https://docs.google.com/document/d/1wQ598A2CTfPXFg0lt3z59JA50yhGmczD3g2EplMYQo/edit?usp=sharing					
9/2/20	Each grade level administrator will meet with teaching teams, ESL, EC, reading specialist and counselor to analyze student data to determine student needs.		Grade Level Administrators	06/15/2021	
<i>Notes:</i>					
KEY	A4.06	ALL teachers are attentive to students' emotional states, guide students in managing their emotions, and arrange for supports and interventions when necessary.(5124)	Implementation Status	Assigned To	Target Date
Initial Assessment:		KMS will continue strives towards becoming a trauma informed school and will implement the use of DESSA SEL assessments to measure the social-emotional competence of students in grade six during the 2020-2021 school year. Within the next three years, all grade level teachers and support staff will be trained on how to administer the DESSA SEL assessment and interpret data.	No Development 09/02/2020		
How it will look when fully met:		When this objective has been met, all students will have been assessed through the DESSA system and tier 2 students' social and emotional development will be progressed monitored throughout the school year as SEL interventions are provided based on actionable data.		Cynthia Mills	06/15/2023
Actions			1 of 3 (33%)		
9/2/20	Train administrators, instructional coach, counselors and 6th grade teaching staff how to administer DESSA assessment and analyze data.	Complete 10/08/2020	Cynthia Mills	10/08/2020	
<i>Notes:</i>					
9/2/20	Administer DESSA SEL assessment to all KMS sixth grade students.		Cynthia Mills	02/28/2021	
<i>Notes:</i>					

	9/2/20	Identify tier 2 students based on DESSA data results and begin interventions.		Cynthia Mills	03/30/2021	
<i>Notes:</i>						
	KEY	A4.16	The school develops and implements consistent, intentional, and on-going plans to support student transitions for grade-to-grade and level-to-level.(5134)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>			A transition program for rising 6th graders will be created to allow parents to meet with Kannapolis Middle School's administrators, counselors and teachers to help prepare students for new grading policies, technology use such as PowerSchool and Canvas and an introduction to Student Support Services. Data for rising 7th & 8th grade students will be compiled in a Super Data Spreadsheet to allow administrators and support staff to communicate academic, behavioral and social emotional needs to teachers. Reports provided for iReady and DESSA will be used to support data informed decisions. The feeder high school works closely with KMS's 8th grade counselor and administration to set up parent nights, student information sessions and an orientation to high school. Transition meetings will be held for all students who are special needs and going into the sixth and ninth grades.	Limited Development 09/02/2020		
<i>How it will look when fully met:</i>			A fully implemented transition program will include various forms of informal media such as social media, flyers, brochures and newsletters to inform fifth grade families of parent and student sessions and highlights of Kannapolis Middle School. Families will be afforded several opportunities to attend sessions to gain insight on the upcoming school year. Freshman Orientation for rising 9th graders will continue to be a partnership between the feeder high school and KMS. The Director of Student Accountability will provide Super Data Spreadsheets to be used for ease of transition information for all grade levels.		Nick Carlascio	06/15/2021
Actions				0 of 5 (0%)		
	9/3/20	Create a calendar of events to visit each elementary school to facilitate information sessions.		6th Grade Administrator & Counselor	11/30/2020	
<i>Notes:</i>						
	9/3/20	Develop literature and social media information to distribute and post for families and community to learn more about KMS highlights and events.		Nick Carlascio	02/28/2021	

Notes:

9/3/20 Obtain Super Data Spreadsheets for the Director of Student Accountability and AIG Coordinator to use for data informed scheduling decisions and to provide teachers with strategies for students moving into their grade level.

Cynthia Mills

02/28/2021

Notes:

9/3/20 Coordinate visits to A.L. Brown High School with the 9th grade counselor and administrator for KMS 8th graders.

Jennifer Clarkin

02/28/2021

Notes:

9/3/20 Ensure that transition meetings are held for all students with special needs.

Cynthia Mills

05/01/2021

Notes:

Core Function:		Dimension B - Leadership Capacity			
Effective Practice:		Strategic planning, mission, and vision			
KEY	B1.01	The LEA has an LEA Support & Improvement Team.(5135)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		The district MTSS/Data Guru team will allocate resources and support based on the district's MTSS framework. Approved Universal Screeners will be established by the district MTSS/Data Guru team. Data analysis will be used to create interventions using the district's Standard Treatment Protocol. KMS will form an Equity Challenge Design Team (aligned with the goals and objectives of the district's Equity Challenge Design Team) that will support culturally responsive teaching and serve as a bridge to community families and partners.	Limited Development 09/03/2020		
<i>How it will look when fully met:</i>		Evidence of a fully implemented MTSS system based on the KCS's MTSS framework will include the formation of a school-based MTSS Leadership Team, Grade Level MTSS Teams and Individual Student Problem Solving Teams. District approved documents for uniform school MTSS implementation will be fully utilized by the KMS teams. KMS teams will use a MTSS Intervention Flowchart to make decisions for when students transition to different MTSS tiers. Approved Universal Screeners will be used and data analyze identify students who need interventions using the district's Standard Treatment Protocol.		Cynthia Mills	06/15/2023
<i>Actions</i>			4 of 5 (80%)		
	9/3/20	Form a MTSS Leadership team that includes principals, school psychologist, counselors, teacher representatives and other specialists as deemed necessary.	Complete 09/03/2020	Cynthia Mills	09/30/2020
<i>Notes:</i>					
	9/3/20	Document Grade Level Data Meetings discussing interventions for tiered students and progress monitoring of interventions.	Complete 10/19/2020	Administrators/Interventionists	09/30/2020
<i>Notes:</i> Grade level administrators will meet with each time every other week with the reading specialist and interventionist.					
	9/3/20	MTSS Leadership Team will meet monthly to discuss student interventions and progress.	Complete 09/02/2020	Cynthia Mills	09/30/2020
<i>Notes:</i>					
	9/30/20	Create an Equity Challenge Design Team for KCS that includes staff that has attended a foundational equity training.	Complete 09/30/2020	Cynthia Mills	10/01/2020

<i>Notes:</i>						
9/3/20	Student Problem Solving Teams will meet to discuss strategies for tier 2 and 3 students.			Cynthia Mills	11/30/2020	
<i>Notes:</i>						
KEY	B1.03	A Leadership Team consisting of the principal, teachers who lead the Instructional Teams, and other professional staff meets regularly (at least twice a month) to review implementation of effective practices. (5137)		Implementation Status	Assigned To	Target Date
Initial Assessment:		Our Continuous Improvement Team (CIT) meets once per month. The MTSS team is aligned with CIT goals and meets once a month and the PBIS team meets once per month and is also aligned with CIT goals. Each team consists of a principal, teacher leaders, other staff members, and parents/community members. This teams review and update the Continuous Improvement Plan based on school data and current school needs.		Limited Development 09/04/2020		
How it will look when fully met:		CIT, MTSS and PBIS teams will all align goals and actions based on the direction of the Continuous Improvement Team. Each team is an extension of CIT and will meet monthly.			Nick Carlascio	06/15/2021
Actions				4 of 5 (80%)		
9/4/20	Establish vision, mission and core values.			Complete 08/17/2020	Nick Carlascio	08/17/2020
<i>Notes:</i>						
9/4/20	Establish a school CIT team.			Complete 08/28/2020	Nick Carlascio	08/30/2020
<i>Notes:</i>						
9/4/20	Elect a Process Manager.			Complete 08/28/2020	joey Chapman	08/30/2020
<i>Notes:</i>						
9/4/20	Create a calendar of meeting dates for CIT, PBIS and MTSS.			Complete 08/17/2020	Nick Carlascio	08/30/2020
<i>Notes:</i>						
9/4/20	CIT will meet monthly to review and update progress of actions for each objective.				Nick Carlascio	06/15/2021
<i>Notes:</i>						

Core Function:		Dimension B - Leadership Capacity			
Effective Practice:		Distributed leadership and collaboration			
KEY	B2.03	The school has established a team structure among teachers with specific duties and time for instructional planning.(5143)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		KMS has created a schedule for (uninterrupted) common planning for core teachers for instructional planning and analysis of student work samples and data. Our Instructional Coach facilitates each planning session and department chairs are empowered to lead weekly collaborative planning. Encore staff meets at least once each month to discuss best practices and student needs. Each team meets bi-weekly and grade level administrators meets monthly with the entire grade level and specialists (EC, ESL, AIG and Reading Specialist) to discuss data trends in student performance.	Limited Development 09/08/2020		
<i>How it will look when fully met:</i>		When this objective is fully implemented, each teacher will have uninterrupted instructional planning time with their departments at least once weekly, data analysis meetings bi-weekly with their teams, administrator and specialists and monthly grade-level meetings addressing staff, student and family needs based on data and students' present levels of performance.		Tamara Pope	06/04/2021
Actions			1 of 4 (25%)		
9/8/20	The School Leadership Team will vote on waiving Duty Free Lunch for staff, to ensure the safety and supervision of students. With COVID movement restrictions all students and staff are eating in classrooms for the 2020-2021 school year.	Complete 09/08/2020	joey Chapman	09/08/2020	
<i>Notes:</i>					
9/8/20	A master schedule that allows teachers per department and Virtual teachers the opportunity to collaborate weekly		Nick Carlascio	06/01/2021	
<i>Notes:</i>					
9/22/20	Teams will meet bi-weekly with administrator and specialists such as ESL, EC, AIG and Reading Specialist.		Administrators/Interventionists	06/01/2021	
<i>Notes:</i>					
9/22/20	Grade level administrators will meet with teachers to discuss data, teacher, student and family needs.		Administrators/Interventionists	06/01/2021	
<i>Notes:</i> Grade level administrators share a common agenda for consistency.					

Core Function:		Dimension B - Leadership Capacity			
Effective Practice:		Monitoring instruction in school			
KEY	B3.03	The principal monitors curriculum and classroom instruction regularly and provides timely, clear, constructive feedback to teachers.(5149)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Kannapolis Middle School has been under the restart model for the past two years. During this time, staff was observed with with the Abbreviated Model. BT teachers were observed under the comprehensive model. Unannounced observations were completed and feedback/trends were discussed during department meetings.	Limited Development 09/09/2020		
<i>How it will look when fully met:</i>		An observation schedule will be created to give the teachers timely and effective feedback. Kannapolis Middle School has moved back to the traditional observation. Non renewal year teachers will still stay on the abbreviated schedule; BT's and licensure renewals, will get the comprehensive/standard observation model.		Nick Carlascio	06/04/2021
Actions			1 of 3 (33%)		
	9/9/20	An observation schedule will be created with deadlines for each observation window and PDP guidelines.	Complete 09/07/2020	Nick Carlascio	08/17/2020
<i>Notes:</i>					
	9/22/20	Administrators, Instructional Coach, Career and Development Coordinator and Mentors will perform weekly walkthrough visits to obtain additional data points to use when provided feedback to teachers.		Admin/Coach/CDC	10/01/2020
<i>Notes:</i>					
	9/18/20	Administrators will evaluate teachers based on the observation schedule and provide feedback to continue to promote teacher development.		Administrators	06/01/2021
<i>Notes:</i>					

Core Function:		Dimension C - Professional Capacity			
Effective Practice:		Quality of professional development			
KEY	C2.01	The LEA/School regularly looks at school performance data and aggregated classroom observation data and uses that data to make decisions about school improvement and professional development needs.(5159)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		In years past we have used EOG data, growth data and instructional trends to identify PD needed in the building. At times we used a whole group approach and sometimes bringing in outside presenters. We have had a change at the coaching position and with this we have taken the opportunity to use the train the trainer model. We have identified staff to present small mini pd sessions, so it is more personal and higher involvement.	Limited Development 09/25/2020		
<i>How it will look when fully met:</i>		Teacher will have a understanding of the resources we have purchased to support instruction in their classrooms. All staff will be comfortable with Canvas and its multiple uses to meet the needs of students in the classroom and virtually. If the PD is implemented with fidelity, we should see growth in our I ready diagnostics from BOY to EOY.		Tamara Pope	06/04/2021
Actions			0 of 1 (0%)		
	9/25/20	Identify areas, staff, and resources for Professional Development for Remote Learning Days		Tamara Pope	06/04/2021
<i>Notes:</i>					

Core Function:		Dimension C - Professional Capacity			
Effective Practice:		Talent recruitment and retention			
KEY	C3.04	The LEA/School has established a system of procedures and protocols for recruiting, evaluating, rewarding, and replacing staff.(5168)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Kannapolis Middle School administration team will participate in recruitment at college and job fairs at colleges and universities nationwide as applicable due to current Covid 19 conditions. A principal intern will develop and facilitate a new teacher mentoring program to familiarize BTs with KMS processes and procedures and to offer additional support to new teachers. This group will meet four times per year. New teachers also participate with Central Office staff member monthly to develop classroom management skills and teaching strategies. Teachers will receive feedback three times per year on their Professional Development Plan goals that have been aligned with district initiatives.	Limited Development 09/09/2020		
<i>How it will look when fully met:</i>		With this objective fully met with the action steps below, KMS will lower their teacher turnover rate below 11.7 and will increase percentage of "agree with" on North Carolina Working Condition Survey. Data from staff surveys will be reviewed two times per year by administration and the school improvement teams. A KMS checklist will be created to ensure consistent onboarding procedures for new staff members. New teachers will meet with district leaders once each month and participate in school level professional development at least four times per year. Teacher leaders will facilitate professional development series at least four times per year.		Nick Carlascio	06/04/2021
Actions			2 of 6 (33%)		
	9/21/20	An Observation schedule will be established to ensure timely observations and feedback to staff.	Complete 09/07/2020	Nick Carlascio	09/01/2020
		<i>Notes:</i>			
	9/21/20	To recognize the KMS staff for all of their hard work, we will do Teacher Appreciation during the month of October.	Complete 10/29/2020	Nick Carlascio	10/01/2020
		<i>Notes:</i>			
	9/9/20	The 3rd week of each month we will have no planning/PLC or IEP meetings to allow teachers time to prep in their rooms.		Nick Carlascio	06/04/2021
		<i>Notes:</i>			
	9/9/20	We will recognize monthly staff birthdays at each staff meeting.		Nick Carlascio	06/04/2021
		<i>Notes:</i>			

9/9/20	To identify leaders within the buildings. We will provide opportunities for staff to lead professional development sessions throughout the school year and on Remote Learning Days.		Tamara Pope	06/04/2021
<i>Notes:</i>				
9/21/20	Create a survey with items listed in the NC working condition survey.		Cynthia Mills	06/10/2021
<i>Notes:</i>				

Core Function:	Dimension E - Families and Community
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Effective Practice:		Family Engagement	Implementation Status	Assigned To	Target Date
KEY	E1.06	The school regularly communicates with parents/guardians about its expectations of them and the importance of the curriculum of the home (what parents can do at home to support their children's learning).(5182)			
<i>Initial Assessment:</i>		KMS hosted a first ever virtual open house for families. A video tour has been uploaded to the school's website for the 6th grade building and the 7/8 grade building. Zoom sessions were set up for parents to log on live and meet teacher teams to hear policies and procedures. Forms have been created to gather parent contact information so that staff can partner with families. Teachers use Remind 101, ClassTag and Canvas to send class updates and school information to families. Support staff has been assigned responsibilities to meet with families to do technology tutorials and offer technological support for remote learning days. Parents are invited to participate in Parent, Teacher, Student conferences and progress reports are available every 4 weeks. Schoolwide ConnectEd messages are sent via emailed and phone calls home.	Limited Development 09/04/2020		
<i>How it will look when fully met:</i>		Parents will receive weekly updates via ConnectEd, Remind 101, ClassTag, email, phone calls and/or Canvas. Families will schedule appointments to receive technological assistance either virtually or face to face with support staff, teachers and/or administrators. Monthly newsletters will be sent home with grade level teams sharing upcoming events, pathways for curriculum and assessments.		Cynthia Mills	06/04/2021
Actions			0 of 2 (0%)		
	9/8/20	Representatives from each team will gather and submit photos taken in the classroom and share them with social media representatives. These representatives will share these photos with a short description of the lesson for families to see on forms of social media such as Facebook or Instagram (KMS, EnKore, KMS Athletics). Teachers will also utilize uploading photos to the "2020-21 KCS School Year Photos" folder on Google Drive.		Ashlyn Ozment	06/04/2021

Notes:

9/9/20 Monthly newsletters will be sent home with grade level teams sharing upcoming events, pathways for curriculum and assessments.

Betty Fox PE

06/04/2021

Notes: