

SCHOOL IMPROVEMENT PLAN

2005-2008

**Royal Elementary
Franklin County**

Principal

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TABLE OF CONTENTS

Royal Elementary
2005-2008

SEQUENCE	DESCRIPTION
I.	School Improvement Team, Voting Results, and Incentive Funds Distribution
II.	School Profile (Executive Summary
III.	Vision/Mission/Beliefs
IV.	Analysis of Current Practices
V.	Goals
VI.	Objectives
VII.	Action Plan
VIII.	Waivers
IX.	School Profile (Composite Data)
X.	Staff Characteristics

SCHOOL IMPROVEMENT TEAM

**Royal Elementary
2005-2008**

**Marquita Winslow
Catherine Harrison
Sue Foust
Kari Willson
Aleshia Carey
Dean Reed
Nikki Valentine
Julie Gailey
Jamie Jones
Daney Sninski
Shawnee Perry-Manley
Rob Bendel
Jennifer Green**

Voting Results

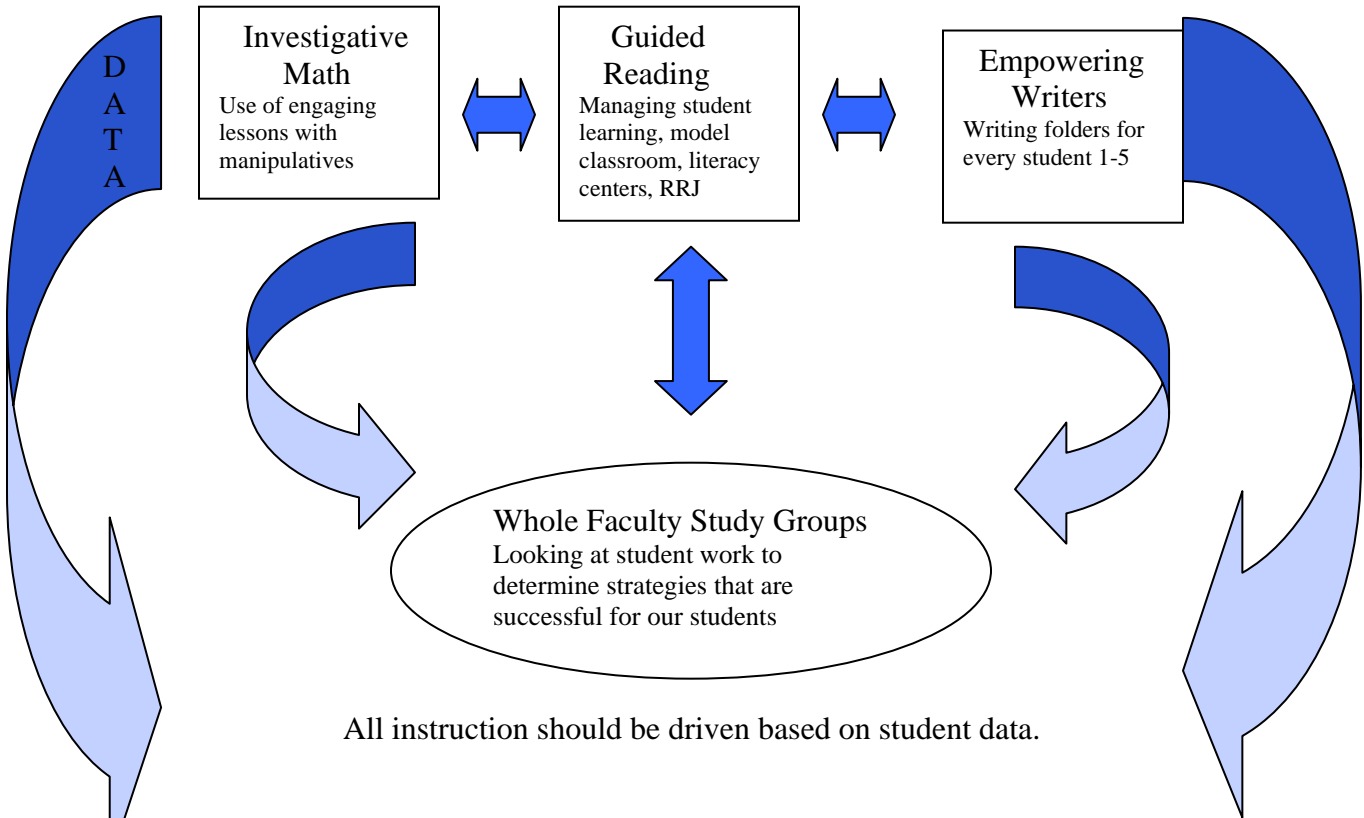
100% of the eligible school staff voted to approve this school improvement plan.

Incentive Funds Distribution

The following is a description of how incentive funds will be distributed.

Funds will be distributed in accordance with General Statues passed by Legislature annually.

Royal Elementary School Focus for 2005-2006



WOW
Actively engaging students in their own learning

Programs
Reaching Higher, remediation, literacy groups, reaching up within each first and second grade class

School Level Support

- Weekly Grade level meetings with Administrators and CRT
- CRT support with Guided Reading, Empowering Writers and Investigative Math
- CWT's

SCHOOL PROFILE: Executive Summary

**Royal Elementary
2005-2008**

This section of the school improvement plan is devoted to an overview of the characteristics of the school and its clientele. First and foremost is student data -- performance and demographic. Also included are community demographics, school characteristics, and our stakeholders' perspective.

Student Performance Data

School EOG Testing Data: 2002 - 2005

2002 - 2003	85%	School of Distinction
2003 - 2004	85.1%	
2004 - 2005	85.9%	

Student Demographic Data

Our school is comprised of the following ethnic groups:

American Indian:	1%
Hispanic:	10%
Black:	20 %
White:	65%
Multi-Racial:	4%

Community Demographic Data

Royal Elementary is located at 308 Flat Rock Church Road, Louisburg, NC in the Royal community . It is approximately seven miles south of Louisburg. The Royal community is rapidly growing as evidenced by the number of new subdivisions currently under construction.

SCHOOL PROFILE:
Executive Summary

Royal Elementary
2005-2008

Our students come to us from a diverse range of backgrounds.

School Characteristics

Royal Elementary is now in its fourth year of operation. The majority of our students were formerly at Bunn Elementary or Youngsville Elementary. Our total enrollment is 615 students. We have 5 kindergarten classes, 5 first grade classes, 5 second grade classes, 5 third grade classes, 5 fourth grade classes, 5 fifth grade classes, and 3 exceptional children resource classrooms. Included in our EC department is our Occupational Therapist, Physical Therapist and Speech pathologist. Due to our increasing student population, we have three mobile units which serve as fifth grade classrooms.

Stakeholder Perspective on the Quality of Education

Royal Elementary 's enrollment consists of 615 students and 76 staff members. Our administrators, faculty, and staff continue to work diligently to improve the success of our school. The parents of our community are actively involved in helping our school. We have many parents who volunteer in the library to help process and shelve books. We also have parents who are faithful volunteers to classroom teachers and our office staff.

VISION/MISSION/BELIEFS

Royal Elementary
2005-2008

This section of the school improvement plan is devoted to a brief description of the school's process for defining its vision, mission, and beliefs. The remainder of the plan is driven by the basic philosophies expressed herein.

School's Process for Defining Vision, Mission, and Beliefs

Date of Staff Consensus:

Vision

Building Dreams

Mission

At Royal Elementary School, we will promote a welcoming environment and strive for academic excellence for all students through the implementation of innovative instructional methods.

Beliefs

It is the belief of Royal Elementary that all children will be valued as individuals and challenged with high expectations, leading to motivation and success for all students.

ANALYSIS OF CURRENT PRACTICES

**Royal Elementary
2005-2008**

This section of the school renewal plan is devoted to a brief analysis of the school's current practices. This analysis is based upon review of strategies utilized and their impact on student achievement. Systematic analysis of practices provides sound support for effective planning.

General Narrative

Royal Elementary School is focused on the education of all children. We believe every child can and will learn to their potential. Our teachers in grades K - 5 are modeling their reading instruction after the Guided Reading format by Fountas and Pinnell. Our school is hosting two third grade model classrooms for the county. However, each teacher in our school is striving to become a model teacher by implementing literacy centers and small group reading. Science and social studies is being integrated into our guided reading program through the use of our nonfiction bookroom. Our teachers are also focusing on investigative math lessons through the use of hands-on manipulatives. With the use of manipulatives, it allows our students the opportunity to explore the math concepts being taught. Our classroom teachers in grade K-5 will also be implementing Empowering Writers to increase our students' writing abilities. Our CRT is working closely with every grade level to ensure the N.C. Standard Course of Study is driving our daily lessons in the classroom. Our nine weeks grades will be analyzed so that we may identify the children who are at-risk and will need intervention strategies.

Personalized Education Plans (PEPs) will be written to develop intervention strategies for these at-risk students.

Our Exceptional Children's Program is targeting their lessons based on IEP goals. Our goal is to increase each child's level by one grade level.

Description of the Process for Desired Results for Student Learning

Analysis of Instructional and Organizational Effectiveness

GOALS

**Royal Elementary
2005-2008**

GOAL	DESCRIPTION
01	To provide a safe orderly environment conducive to student achievement.
02	To focus on the utilization of proven instructional methods emphasizing reading and math instruction along with integration of other academic/non-academic areas.
03	To establish a high rate of school wide parental involvement.
04	To offer staff development that will increase student achievement by exposing our staff to innovative approaches emphasizing reading, math and writing.

OBJECTIVES

Royal Elementary
2005-2008

OBJECTIVE	DESCRIPTION
01.01	All students, faculty, staff, and parents will be aware of conduct and behavior expectations for all school participants
01.02	Maintain established communications and security measures for 2005-2008 school years
01.03	During the 2005-2008 school year we will keep all facilities and grounds well-maintained
01.04	Maintain parent and community support and involvement as documented in volunteer log.
01.05	Maintain classroom environments which promote student learning through the use of benchmark data, EOG data, and classroom walk through data
01.06	Maintain school wide strategies to ensure the academic and social success of homeless students.
01.07	To maintain an effective lock-down procedure.
02.01	By the end of the 2005-2008 school year, our students will achieve exemplary growth status in grades 3,4,5 and achieve 85% of K-2 students proficient on Criterion Referenced Tests and End of Year Reading Levels
02.02	To establish a grading policy for each grade level.
02.03	By the end of each school year, our school will have maintained 95% attendance rate.
02.04	To improve our reading scores, students will be assigned nightly reading in grades K-5.
02.05	To emphasize the importance of instruction time, we will have an uninterrupted 90 minute language arts block for grades K-5 from 8:30 - 10:00 daily.
03.01	To maintain school wide parental involvement
03.02	Maintain an effective method of parent school communication

OBJECTIVES

**Royal Elementary
2005-2008**

- 04.01 To improve our reading scores by implementing Guided Reading in grades K-5 as measured by the disaggregation of benchmark data, EOG data and criterion referenced tests.
- 04.02 To improve our math scores by implementing investigative math lessons as measured by the disaggregation of benchmarks data, North Carolina DPI Math Quarterly tests in grades 1 and 2, EOG data and Criterion referenced tests in grade K-2.
- 04.03 To provide a physical education program that will give students and families opportunities and knowledge for making healthier choices both physically and nutritionally.
- 04.04 To establish an effective mentor/mentee program.
- 04.05 To improve our documentation of student performance through the use of student portfolios.
- 04.06 To improve our reading instruction, in-house/ county wide staff development will be planned for grades K-2 and grades 3-5.
- 04.07 To improve writing skills, each teacher K-5 will be trained in Empowering Writers.

ACTION PLAN		2005-2008	Royal Elementary		
STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION	
Objective: 01.01 All students, faculty, staff, and parents will be aware of conduct and behavior expectations for all school participants					
01.01.01	All parents and students will receive a Student Code of Conduct Hand book.	Student Code of Conduct Book	-Mr. Rob Bendel: Principal -Mrs. Shawnee Perry-Manley: Assistant Principal -classroom teachers		
01.01.02	Implementation of school wide rules	Posted rules in each class	-Mr. Rob Bendel: Principal -Mrs. Shawnee Perry-Manley: Assistant Principal -School Improvement Team -classroom teachers	Discipline Committee minutes Classroom Walk Throughs Visual evidence in classroom of the school wide rules	

ACTION PLAN		2005-2008	Royal Elementary	
STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION
Objective: 01.02 Maintain established communications and security measures for 2005-2008 school years				
01.02.01	Issue staff badges to all school personnel	Badges	-Mr. Rob Bendel: Principal -Mrs. Shawnee Perry-Manley: Assistant Principal -FCS	Visual evidence that staff have been issued badges
01.02.02	Assign a number to all car riders	Numbered Cards Documentation of assigned vehicles to numbers	-Mr. Rob Bendel: Principal -Jamie Jones	Documentation of list Example of a numbered card
01.02.03	To require parents to sign in at the office and obtain a pass	Visitor Badges Volunteer Badges	-Mr. Rob Bendel: Principal -Mrs. Shawnee Perry-Manley: Assistant Principal -Mrs. Vacant: receptionist	Documentation of sign in/sign out sheets

ACTION PLAN		2005-2008		Royal Elementary	
STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION	
01.02.04	To have all intercoms in working order	Maintenance assistance	-Mr. Rob Bendel: Principal -Mrs. Shawnee Perry-Manley: Assistant Principal -Custodian	Constant monitoring of this situation	
01.02.05	To implement the use of agendas in grades 2 - 5	Agendas	-Mr. Rob Bendel: Principal -2-5 Teachers	Visual evidence of agenda use; frequent observation by administration	
01.02.06	To ensure safety of students we have No Parking signs at our bus entrance/exit	signs	-Mrs. Shawnee Perry-Manley: Assistant Principal	Safety Record	
01.02.07	To have Royal Elementary website continually updated	computer internet access	-Dean Reed	Website	

ACTION PLAN		2005-2008	Royal Elementary		
STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION	
Objective: 01.03 During the 2005-2008 school year we will keep all facilities and grounds well-maintained					
01.03.01	To maintain the cleanliness of our school	Custodian cleaning supplies	-Mr. Rob Bendel: Principal -Mrs. Shawnee Perry-Manley: Assistant Principal -Mr. Mike Freeman: custodian	Countywide maintenance checklist to be filled out twice annually, daily feedback from contracted service	

ACTION PLAN		2005-2008		Royal Elementary	
STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION	
Objective: 01.04 Maintain parent and community support and involvement as documented in volunteer log.					
01.04.01	Parent advisory council will meet four times yearly or serve on school improvement team	Parents Administration SIT chairperson	-Mr. Rob Bendel: Principal -Mrs. Jennifer Green: CRT	Minutes from monthly School Improvement meetings	
01.04.02	PTO fund raisers/ activities	PTO board	PTO Board teacher representative	PTO minutes/PTO newsletter	
01.04.03	Utilize the news media	Public Relations Committee members	Public Relations Committee	Documentation of media coverage	
01.04.04	Introduce our parents to our Parenting Corner in Media Center	fiction/nonfiction books Informational parenting books	-Nikki Valentine: Media -Mrs. Jennifer Green: CRT	Documentation materials checked out during each school year	

ACTION PLAN**2005-2008****Royal Elementary**

STRATEGIES**BENCHMARK
DATES****RESOURCES REQUIRED****PERSON(S)
RESPONSIBLE****MEANS OF EVALUATION**

Objective: 01.05 Maintain classroom environments which promote student learning through the use of benchmark data, EOG data, and classroom walk through data

01.05.01	Limit the disruptions during the instructional day		Office staff awareness of interruptions	-Mr. Rob Bendel: Principal -Mrs. Shawnee Perry-Manley: Assistant Principal -Mrs. Vacant: receptionist -Mrs. Joy Mylin: data manager/ bookkeeper	Policy implementation, administrative observation
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01.05.02	Use intercom system to call children to the office for early dismissal		Office staff awareness Parental awareness of the importance of uninterrupted instruction time	-Mr. Rob Bendel: Principal -Mrs. Shawnee Perry-Manley: Assistant Principal -Mrs. Joy Mylin: data manager/ bookkeeper	Observation of policy
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01.05.03	Monthly morning Character Announcements are made by students who are chosen by teachers		Guidance Counselor Students Parents	-Mrs. Dabney Sninski: Guidance -students -parents	Observation of policy
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ACTION PLAN		2005-2008		Royal Elementary	
STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION	
01.05.04	During the morning announcements, our daily school pledge is recited by all students	School Pledge	-students -Lisa Alston	Observation of Policy	
01.05.05	Guidance groups will be held as needed	Guidance Counselor lesson plans	-Mrs. Dabney Sninski: Guidance -students	Documentation including group evidence, schedules, and participants	
01.05.06	Community projects will be implemented: canned food drive, Pennies for Patients, School-wide clean-up	Volunteers for collecting canned goods, penny jars, clean-up supplies	-school wide personnel	Documentation - fliers, written communication to parents/community	
01.05.07	A variety of character education activities will be implemented: Knighting Jar, assemblies, monthly Character Education Breakfasts, and student of the month	Knighting jars, breakfast food	-Mrs. Dabney Sninski: Guidance -students	Documentation, written communication-observation by administration, staff surveys - SIT meetings, reports from grade levels	
01.05.08	Our school will continue to participate a Relay for Life team to help support our local Cancer Society	team members	-Tonya Brodie	Raising of funds for Cancer Society	

ACTION PLAN		2005-2008		Royal Elementary	
STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION	
01.05.09	Establish a collaborative partnership between classroom teachers in grades 3-5 and support staff to help at risk students	staff members	-3-5 classrooms teachers -special teachers -Mrs. Shawnee Perry-Manley: Assistant Principal	Report Cards, Benchmark scores and EOG scores, teacher inout	
01.05.10	SOS (Students for Other Students) will target at-risk studentss using fifth grade students as tutors	students SOS coordinator	-SOS Coordinator	Documentation of meetings and EOG scores	
01.05.11	EOG Goal and Score Graphs will be maintained for each student gr. 3-5 and shared with parents/student during a conference	EOG Goal sheet	-3-5 teachers -students -parents	Documentation of goal sheet, parent/teacher conference log	

ACTION PLAN		2005-2008	Royal Elementary		
STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION	
Objective: 01.06 Maintain school wide strategies to ensure the academic and social success of homeless students.					
01.06.01	Our staff will be trained so that each one will be able to identify a homeless child based on the McKinney-Vento Law	Staff development from LEA school supplies	-Mr. Rob Bendel: Principal -Mrs. Shawnee Perry-Manley: Assistant Principal -staff	Evidence by students' academic performance on EOG or criterion-referenced test	
01.06.02	Teachers will be sensitive to the academic needs/supplies of a homeless child	Academic supplies	-Mrs. Marla Peoples		
01.06.03	Royal Elementary will continue to provide transportation for a homeless student to their school of origin	bus transportation identification of students	-Mrs. Shawnee Perry-Manley: Assistant Principal -classroom teachers -bus drivers		
01.06.04	Franklin County Schools will provide necessary supplies for homeless students	Student support services	-Mrs. Marla Peoples	Records of identified homeless students	
01.06.05	School cafeteria will provide free lunches for any homeless student	Documentation of identified students	-Janice Trahand	Documentation of records	

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STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION	
01.06.06	Evaluation process of special needs/services will be tracked from school to school to ensure homeless students will receive the necessary services	SST documentation guidance counselor Support Team members	-Mrs. Dabney Sninski: Guidance -classroom teachers	SST Documentation	
01.06.07	Attendance patterns will be examined to determine a possible homeless situation	Attendance reports	-Mrs. Joy Mylin: data manager/ bookkeeper	Attendance documentation	

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STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION
Objective: 01.07 To maintain an effective lock-down procedure.				
01.07.01	All staff members will be trained in our school "lock-down" procedures	lock down procedures, map of school floor plan, rally points, keys and codes, master schedule, current day roster, faculty and staff roster, emergency phone numbers, media contact	-Mrs. Shawnee Perry-Manley: Assistant Principal -classroom teachers -Dr. Faye Keith	Documentation of practiced drill

ACTION PLAN		2005-2008	Royal Elementary		
STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION	
Objective: 02.01 By the end of the 2005-2008 school year, our students will achieve exemplary growth status in grades 3,4,5 and achieve 85% of K-2 students proficient on Criterion Referenced Tests and End of Year Reading Levels					
02.01.01	Implement Guided Reading Format in grades K-5	Guided Reading books model classrooms county wide	-Mr. Rob Bendel: Principal -Mrs. Shawnee Perry-Manley: Assistant Principal -Mrs. Jennifer Green: CRT K-5 teachers	observation by administration, CRT curriculum meetings, planning notebook	
02.01.02	Reader's Notebooks will be utilized in grades 3-5 as part of independent reading time	Reader's Notebooks	3-5 teachers -Mr. Rob Bendel: Principal -Mrs. Shawnee Perry-Manley: Assistant Principal -Mrs. Jennifer Green: CRT	Documentation of reader's notebooks	
02.01.03	Use of county wide pacing guide in grades K-5	Pacing Guides	K-5 teachers/ EC teachers -Mr. Rob Bendel: Principal -Mrs. Shawnee Perry-Manley: Assistant Principal -Mrs. Jennifer Green: CRT	Curriculum planning notebooks,	

ACTION PLAN		2005-2008		Royal Elementary		
STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION		
02.01.04	Use of Standard Course of Study/objectives to drive our programs		SCS K-5	K-5 teachers -Mrs. Jennifer Green: CRT -Mr. Rob Bendel: Principal	CRT planning notebooks,	
02.01.05	Disaggregate testing data on a yearly basis		testing data CD Testing data released from DPI	-Mrs. Jennifer Green: CRT	Manuals containing data	
02.01.06	Use benchmark tests as a diagnostic tool for directing our instruction		benchmark data needs assessment	3-5 teachers -Mrs. Jennifer Green: CRT	Documentation of disaggregated data, SIT meeting minutes	
02.01.07	Utilize teacher assistants to implement Reaching Up in each first grade classroom		work area in room students leveled books	-Mr. Rob Bendel: Principal -Mrs. Shawnee Perry-Manley: Assistant Principal	Report Cards End of Year Reading Levels	
02.01.08	Utilize teacher assistant to implement Reaching Higher in grades 4-5		students kits workstations	-Mrs. Jennifer Green: CRT -Barbara Yarbrough -Gray Brock	Written implementation of plan including schedule and a list of students being served, Administrative observations	

ACTION PLAN		2005-2008		Royal Elementary		
STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION		
02.01.09	Implement investigative math lessons in grades K-5		manipulative kits marker boards	-Mrs. Jennifer Green: CRT -Rosanne Dickerson -Margaret King -classroom teachers	Documentation: samples of lesson plans,	
02.01.10	Disaggregate testing data on DPI Quarterly Math Test for grades 1 and 2		Quarterly math tests	-Mrs. Jennifer Green: CRT	Disaggregated information from math tests	
02.01.11	Use benchmark test as a diagnostic tool for directing our classroom instruction		benchmark results needs assessment	-Mrs. Jennifer Green: CRT	Disaggregated report for teachers	
02.01.12	Classroom teachers and CRT will plan closely with pacing guide and curriculum planning notebook		pacing guide SCS	-classroom teachers -Mrs. Jennifer Green: CRT	Grade level planning notebooks	
02.01.13	To help motivate students' learning, an incentive program for EOG tests will be implemented yearly		prizes tickets	-Mrs. Shawnee Perry- Manley: Assistant Principal	EOG scores	
02.01.14	Literacy centers will be established in grades K-5 to challenge and differentiate student's learning		literacy centers and materials	-classroom teachers -Mrs. Jennifer Green: CRT	Administrative observations	

ACTION PLAN		2005-2008		Royal Elementary	
STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION	
02.01.15	Students in grades 3-5, who have scored a level I or II on EOG will be given remediation help through university instructors	Remediation material University instructors	-Mr. Rob Bendel: Principal	Documentation of remediation sessions	
02.01.16	Students who are deemed at-risk in grades 3 and 5, will be assigned compass lab lessons to help reinforce skills	computer compass lab program	-classroom teacher -Mrs. Jennifer Green: CRT	Documentation of compass reports	
02.01.17	Students who have failed reading or math in grades 1 and 2, will have a PEP to help target intervention strategies. Students who have failed any subject in grades 3-5, will have a PEP to also help target intervention strategies.	PEP forms	-classroom teachers -Mr. Rob Bendel: Principal -Mrs. Jennifer Green: CRT	Evidenced by signed PEP	
02.01.18	Students in grades 3-5 will be challenged/remediated through the computer software Study Island.	Study Island Program	-Mr. Rob Bendel: Principal -classroom teachers	Documentation of reports from Study Island	

ACTION PLAN		2005-2008	Royal Elementary		
STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION	
Objective: 02.02 To establish a grading policy for each grade level.					
02.02.01	Each grade level will establish a grading plan which will be utilized during the school year	grading policy	-classroom teachers -Mr. Rob Bendel: Principal	Report Cards	

ACTION PLAN**2005-2008****Royal Elementary**

STRATEGIES**BENCHMARK
DATES****RESOURCES REQUIRED****PERSON(S)
RESPONSIBLE****MEANS OF EVALUATION**

Objective: 02.03 By the end of each school year, our school will have maintained 95% attendance rate.

02.03.01	Disaggregate attendance for each grade level each nine weeks		Attendance Records	-Mrs. Joy Mylin: data manager/ bookkeeper -Mrs. Jennifer Green: CRT	Documentation of disaggregated information
02.03.02	Recognize perfect attendance with awards at the end of the school year.		Attendance information	-Mr. Rob Bendel: Principal -Mrs. Shawnee Perry-Manley: Assistant Principal -Mrs. Dabney Sninski: Guidance K-5 teachers -Mrs. Joy Mylin: data manager/ bookkeeper	Awards Day Agenda
02.03.03	Attendance will be recognized each week for students who have not been tardy or were dismissed early		Tardy Sign On Sheet Dismissal Sign Out sheet	-Mrs. Dabney Sninski: Guidance -classroom teachers	Weekly Winners
02.03.04	School social worker will address attendance issues		Attendance Reports	-Mrs. Angela Carbone	Attendance Information

ACTION PLAN		2005-2008	Royal Elementary		
STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION	
Objective: 02.04 To improve our reading scores, students will be assigned nightly reading in grades K-5.					
02.04.01	Each student will be responsible for completing a nightly reading log	reading log	-classroom teachers	Samples of reading log	

ACTION PLAN**2005-2008****Royal Elementary**

STRATEGIES**BENCHMARK
DATES****RESOURCES REQUIRED****PERSON(S)
RESPONSIBLE****MEANS OF EVALUATION**

Objective: 02.05 To emphasize the importance of instruction time, we will have an uninterrupted 90 minute language arts block for grades K-5 from 8:30 - 10:00 daily.

02.05.01	Daily specials will begin at 10:00, to allow an uninterrupted 90 minute Language Arts block	Scheduled Time	-Mrs. Shawnee Perry- Manley: Assistant Principal	Evidence of master schedule
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STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION	
Objective: 03.01 To maintain school wide parental involvement					
03.01.01	Parent night will be held twice annually	food for dinner program/materials	-Mr. Rob Bendel: Principal -Mrs. Shawnee Perry-Manley: Assistant Principal -Mrs. Jennifer Green: CRT K-5 teachers	Written communication related to the event including dates and description	
03.01.02	Orientation will be held the first month of each school year	PTO Board classroom teachers parents	All school personnel	Written documentation - fliers sent home to parents	
03.01.03	Parent/Teacher conferences will be held when deemed necessary by classroom teacher and/or parents.	parents teachers students	classroom teachers -parents	Sample of Parent/Teacher Conference Log	
03.01.04	PTO Suggestion Box will be placed in our school lobby	suggestion box	-Jamie Jones	Written documentation of suggestions	

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STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION	
Objective: 03.02 Maintain an effective method of parent school communication					
03.02.01	A newsletter will be sent home monthly	computer paper	-Mr. Rob Bendel: Principal	Copies of newsletter	
03.02.02	A PTO newsletter will be sent home monthly	paper	PTO Board	Copies of newsletter	
03.02.03	Weekly work folders will be sent home in grades K-5	two pocket folders samples of student work	-Mr. Rob Bendel: Principal -classroom teachers	Samples of weekly work folders, parent feedback, administrative observations	
03.02.04	Teachers will call parents when a child is absent	phone documentation log	parents classroom teachers	Documentation of phone logs	
03.02.05	Interims will be sent home at the halfway mark of each nine weeks. Grades 1 and 2 will use county wide interims, Grades 3-5 will use NC Wise interims	NC Wise County wide interim	-classroom teachers	Samples of reports, copies of individual report	

ACTION PLAN**2005-2008****Royal Elementary**

STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION
Objective: 04.01 To improve our reading scores by implementing Guided Reading in grades K-5 as measured by the disaggregation of benchmark data, EOG data and criterion referenced tests.				
04.01.01	To have teachers engaged in Academically Intellectually Gifted Add-On Licensure Program to become AIG certified	County Lead Teacher	-Mr. Rob Bendel: Principal -Mrs. Shawnee Perry-Manley: Assistant Principal -classroom teachers	Certificates of completion, evidence of participation and status
04.01.02	To hold Guided Reading workshops / demonstration lessons	Guided Reading Consultant Curriculum Resource Teachers Model Teachers	FCS -Mrs. Jennifer Green: CRT -Wendy Eaves -Wendy Faulkner	observations to see evidence of guided reading format being utilized effectively in K-5 classrooms
04.01.03	Visitation to other schools to observe guided reading classrooms	substitute teachers staff development funds	-Mrs. Jennifer Green: CRT	Evidence of guided reading format in classrooms
04.01.05	The implementation of differentiated instruction school wide	classroom materials, training on how to differentiate lessons, lesson plans	-classroom teachers -Mrs. Jennifer Green: CRT	Samples of lessons plans, Administrative observations

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STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION	
04.01.06	In grades K-2, the implementation of NC Literacy Assessment requirements: DRA, dictation sentences, phonemic awareness, concepts about books, and county wide writing prompts	NC Literacy Assessment Forms, Annual training	-classroom teachers -Mrs. Jennifer Green: CRT	Documentation on assessment forms, samples of students' work	
04.01.07	Implementation of retelling comprehension strategies in grades K-2	Retelling training, DRA kits	-classroom teachers -Mrs. Jennifer Green: CRT	CRT meetings to help train teachers, administrative observations	
04.01.08	Teachers in grades 3-5 will utilize SRA specific skills booklets	SRA material	-classroom teachers	teacher observation, report cards, teacher assessment, EOG scores,	

ACTION PLAN**2005-2008****Royal Elementary**

STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION
Objective: 04.02 To improve our math scores by implementing Investigative math lessons as measured by the disaggregation of benchmarks data, North Carolina DPI Math Quarterly tests in grades 1 and 2, EOG data and Criterion referenced tests in grade K-2.				
04.02.01	School representatives will attend monthly math study groups	monthly meetings	-Rosanne Dickerson -Margaret King	Evidence of implementation of investigative math lessons
04.02.02	Sharing of investigative math lessons at our weekly curriculum meetings	curriculum planning notebook	-classroom teachers -Mrs. Jennifer Green: CRT	Samples of lesson plans
04.02.03	Looking at student work in our WFSG to determine our students needs	student work protocol	-WFSG members	WFSG Logs

ACTION PLAN		2005-2008	Royal Elementary		
STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION	
Objective: 04.03 To provide a physical education program that will give students and families opportunities and knowledge for making healthier choices both physically and nutritionally.					
04.03.01	Maintain a School Health Advisory Team	Health Advisory Team	-Mr. Rob Bendel: Principal -Mrs. Shawnee Perry-Manley: Assistant Principal -Tonya Brodie	Documentation of plan	
04.03.02	Compile a Healthy Active Child needs assessment	needs assessment	-Mr. Rob Bendel: Principal -Mrs. Shawnee Perry-Manley: Assistant Principal -Tonya Brodie	Data from needs assessment	
New					
04.03.02	To promote healthy active children we will implement the use of fitness stations and a walking track	stations walking track	-Tonya Brodie -classroom teachers	Evidenced by Healthy Active students	

ACTION PLAN		2005-2008	Royal Elementary	
STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION
Objective: 04.04 To establish an effective mentor/mentee program.				
04.04.01	Each ILT and/or lateral entry teacher will be assigned a mentor teacher	Mentors	-Mr. Rob Bendel: Principal -Nikki Valentine: Media	Written documentation of mentor/mentee meetings

ACTION PLAN		2005-2008		Royal Elementary	
STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION	
Objective: 04.05 To improve our documentation of student performance through the use of student portfolios.					
04.05.01	Each teacher is required to maintain a portfolio for each student assigned to their classroom	portfolio student work portfolio requirements sheet	-classroom teachers -Mr. Rob Bendel: Principal -Mrs. Jennifer Green: CRT	Student Portfolio, samples of students' work	

ACTION PLAN**2005-2008****Royal Elementary**

STRATEGIES**BENCHMARK
DATES****RESOURCES REQUIRED****PERSON(S)
RESPONSIBLE****MEANS OF EVALUATION**

Objective: 04.06 To improve our reading instruction, in-house/ county wide staff development will be planned for grades K-2 and grades 3-5.

04.06.01	Teachers may observe model guided reading classrooms in the county		model classrooms	-Mrs. Jennifer Green: CRT -CRT from elementary school -model teachers	Evidence of implementing guided reading into physical set up of room and into lesson plans
04.06.02	All teachers on staff will be trained in how to use protocols for looking at student work		staff meeting during 1/2 day early release	-Mrs. Jennifer Green: CRT -Denise Bell -Dean Reed	Documentation of WFSG Logs
04.06.03	Teachers on staff will be used to model effective implementation of Guided Reading format		model classroom	-Wendy Eaves -Wendy Faulkner	Visitation Log

ACTION PLAN		2005-2008		Royal Elementary	
STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION	
Objective: 04.07 To improve writing skills, each teacher K-5 will be trained in Empowering Writers.					
04.07.01	By October 2005, all teachers K-5 will have been trained in Empowering Writers. Implementation will be school wide beginning 2005.	Empowering Writers Resource Books	-FCS -classroom teachers	County Wide writing prompts Fourth grade writing scores	

WAIVERS**2005-2008****Royal Elementary**

Waiver No	Waiver Name	Law, Regulation or Policy from Which Exemption is Requested	How Waiver Will Be Used	How Waiver Will Promote Achievement of Performance
01	Allow school to exceed class size in grades 4 - 12	115.301	This waiver will be used to allow class size to exceed the number allowed by law in grades 4-12 affording flexibility in scheduling and avoiding combination classes.	This waiver will allow flexibility in scheduling with the option to keep class size at minimum in core areas to meet the instructional needs of the students. In addition, in elementary schools there is a benefit of not having combination classes so the teacher can concentrate on grade level curricula needs and student achievement. This waiver will allow students to continue in scheduled classes to avoid reassignment of curriculum, combination classes or shifting of student schedules. Change could be detrimental to students once class assignments have been made.

WAIVERS**2005-2008****Royal Elementary**

Waiver No	Waiver Name	Law, Regulation or Policy from Which Exemption is Requested	How Waiver Will Be Used	How Waiver Will Promote Achievement of Performance
02	K-3 Teacher Assistant Use	Allotment Manual as adopted by State Board	This waiver will utilize assistants in grades K-3 no less than 51% of the time since their primary duties are to be fulfilled with K-3 teachers. Utilize teacher assistants no more than 49% in school wide supervision and activities with upper grades.	The flexibility use of K-3 assistants will provide expanded personnel resources for teaching staff in providing student supervision for duty free periods and other situations needing specialized supervision. This allows time to plan for instructional strategies to meet the performance goals. This flexibility will facilitate improvement in academic strategies and will result in higher student achievement.
03	Textbook Money	115C-86	This waiver will allow our school to transfer textbook money to our instructional supplies budget.	This waiver will allow us to meet the instructional needs of our students which are not always met through the use of a textbook. It will allow our teachers the chance to purchase additional supplemental material.

Composite Data

Royal Elementary
2005-2008

	<u>Yr_1</u>	<u>Yr_2</u>	<u>Yr_3</u>	<u>Yr_4</u>	<u>Yr_5</u>	<u>Yr_6</u>	<u>Yr_7</u>	<u>Yr_8</u>	<u>Yr_9</u>	<u>Yr_10</u>
School Years:	2002- 2003	2003- 2004	2004- 2005	2005- 2006						

Composite Score: 85 85.1 85.9

School Status: Dist.

School Growth: High -.05 -.22

Other:

Codes: RES dd not meet expected growth in 2003-2004 and 2004-2005.

Writing Scores

Royal Elementary
2005-2008

	<u>Yr_1</u>	<u>Yr_2</u>	<u>Yr_3</u>	<u>Yr_4</u>	<u>Yr_5</u>	<u>Yr_6</u>	<u>Yr_7</u>	<u>Yr_8</u>	<u>Yr_9</u>	<u>Yr_10</u>
School Years:	2002- 2003	2003- 2004	2004- 2005	2005- 2006						

Grade 4: 38.6 21.1 30.1

Grade 7:

**Grade 10 English
II:**

Notes:

Staff Characteristics

Royal Elementary
2005-2008

LAST NAME	FIRST NAME	ETH	GEND	GRADE /POS	DEGR	AREA OF CERT	AREA OF ASSIGN	NBTC	YRS EXP
Alford	Danielle	W	F	3rd	BS	K-6		N	6
Alley	Donna	W	F	OT	BS/M	OT		N	20
Batton	Julie	W	F	5th	BS	4-6/AIG K-12		N	19
Bell	Denise	W	F	2nd	BS	K-3		N	19
Bendel	Rob	W	M	principal	M	K-6/Counselor /Administration		N	15
Bolton	Lisa	W	F	Spanish	BA	Lateral Entry		N	2
Brletic-Valentin	Nicole	W	F	Media	BS	K-6		N	8
Brodie	Tonya	B	F	PE	BS	K-12		N	19
Brooks	Nancy	W	F	music teacher	BS	Music K-12		N	23
Carey	Aleshia	W	F	4th	BS	K-6		N	1
Cook	Amy	W	F	K	BS	K-6		N	8
Dickerson	Roseanne	W	F	3rd	BS	K-6		N	14
Drazick	Jennifer	W	F	EC	BS	EMD		N	2
Eaves	Wendy	W	F	3rd	BS	K-6/AIG K-12		N	9
Foust	Susan	W	F	1st	BS/BA	K-6		N	8
Gallup	Roxanne	W	F	1st	BS/M	K-5		N	24

Staff Characteristics

Royal Elementary
2005-2008

LAST NAME	FIRST NAME	ETH	GEND	GRADE /POS	DEGR	AREA OF CERT	AREA OF ASSIGN	NBTC	YRS EXP
Green	Jennifer	W	F	CRT	BS	K-3		N	21
Gundry	Karen	W	F	5th	BS	K-5		N	5
Harrison	Catherine	W	F	1st	BS	K-6		N	33
Horton	Connie	W	F	1st	BS/Ma	G/PA/SG/A		N	34
King	Margaret	W	F	K	BS/M	K-6		N	26.5
Lalino	Maureen	W	F	4th	BA	K-6		N	10
Lewis	Aria	W	F	1st	BA	K-6		N	6
Murphy	Vicki	W	F	4th	MA	K-6		N	33
Pennington	Louisa	W	F	K	BS/M	K-6		N	0
Perry-Manley	Shawnee	B	F	Asst. Principal	BA/M	Sp.Ed/Adm in		N	8
Reed	Dean	W	M	5th	BS	K-6		N	8
Rion	Hunter	W	F	ART	BA	Lateral Entry		N	0
Rosenthal	Susan	W	F	SLP	MS	Speech		N	17
Small	Darlene	B	F	EC	M	Sp. ED.		N	6
Sninski	Dabney	W	F	Counselor	M	Counseling		N	3
Taunt	Kelly	W	F	5th	BS	K-6		N	6
Walker	Roberta	W	F	5th	BS	K-6		N	4
Willson	Kari	W	F	3rd	BS	K-6		N	6

Staff Characteristics

Royal Elementary
2005-2008

LAST NAME	FIRST NAME	ETH	GEND	GRADE /POS	DEGR	AREA OF CERT	AREA OF ASSIGN	NBTC	YRS EXP
Winland	Kristin	W	F	1st	BA	K-5		N	8
Winslow	Marquita	W	F	K	BS	K-6		N	5
Wittke	Maggie	W	F	1st	BA	K-6		N	3
Wrobleski	Lisa	W	F	1st	BS	K-6		N	0
