

BERKLEY ACCELERATED MIDDLE SCHOOL
ANNUAL EVALUATION REPORT FOR SCHOOL LEADER

School Leader: Jill Bolender **Current Assignment:** Principal
Evaluator: Kevin Mulling **School Year:** 2016-2017

1. Status Score

Evaluator Comments: The annual evaluation is based on the scores attained in Domains 1-5 of the BAMS Leadership Evaluation Form and stakeholder feedback data completed in December 2017. Domains 1-5 Score Average: 3.65

HIGHLY EFFECTIVE (4)	EFFECTIVE (3)	NEEDS IMPROVEMENT (2)	UNSATISFACTORY (1)
≥ 3.5	<3.5 AND ≥ 2.5	<2.5 AND ≥ 1.5	<1.5

2. Student Growth Score

Student Growth Score: Schoolwide VAM Score Highly Effective 4.0

3. Final Score

The final Leadership Effectiveness score reflects the leader's overall performance and includes the leadership practice score and all student growth calculations. The approved final score components are weighted: Leadership score 50% and overall growth score is weighted 50% of the final score.

Evaluator Comments: The annual evaluation rating on Domains 1-5 = 3.65. The Student Growth Indicator Score =4.0. Overall Rating of 3.84

HIGHLY EFFECTIVE (4)	EFFECTIVE (3)	NEEDS IMPROVEMENT (2)	UNSATISFACTORY (1)
Overall Final Score of 3.5-4.0	Overall Final Score of 2.5-3.4	Overall Final Score of 1.5-2.4	Overall Final Score of 1.0-1.4

4. Signature

Evaluator: I certify that the before named school leader has been evaluated regarding their final leadership proficiency score.

Evaluator's Signature:  Date: 1-16-18

Evaluator's Comments:

School Leader: I acknowledge the receipt of this Annual Evaluation Form.

Leader's Signature:  Date: 1-16-18

Leader's Comments:

Observation Results for Jill Bolender

Observer:

Jill Bolender

Date Started:

Sep 1, 2017
10:04:00 AM

Location:

Berkley
Accelerated
Middle School

Marzano School Leader Evaluation Model (v2)

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✓ Clear, measurable goals for overall student achievement

The school leader ensures clear and measurable goals are established and focused on critical needs regarding improving overall student achievement at the school level.

Sample Evidences:

- ✓ Written goals are established as a percentage of students who will score at a proficient or higher level on state assessments or benchmark assessments
- ✓ School-wide achievement goals are posted and discussed regularly at faculty and staff gatherings
- ✓ Written goals are established for eliminating the achievement gap for all students
- ✓ Written goals address the most critical and severe achievement deficiencies
- ✓ Written timelines contain specific benchmarks for each goal including individual(s) responsible for the goal
- ✓ Scales are in place to chart student and school progress toward meeting the standards
- ✓ When asked, faculty and staff can explain how goals eliminate differences in achievement for students of differing ethnicities
- ✓ When asked, faculty and staff can explain how goals eliminate differences in achievement for students at different socioeconomic levels, English language learners, and students with disabilities
- ✓ When asked, faculty and staff can describe the school-wide achievement goals
- ✓ When asked, faculty and staff can identify the school's most critical needs goals

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing **Applying** Innovating

Comments:

The school leader ensures clear, measurable goals with specific timelines focused on critical needs regarding improving student achievement are established at the school level AND regularly monitors that everyone has understanding of the goals.

**School Improvement Goals*

**Yearly Objectives*

**Growth Plans*

3.5

✓ Clear, measurable goals for individual student achievement

The school leader ensures clear and measurable goals are established and focused on critical needs regarding improving achievement of individual students within the school.

Sample Evidences:

- ✓ Written goals are established for each student in terms of his/her performance on state/district assessments, benchmark assessments, or common assessments
- ✓ Written goals accompanied by proficiency scales are established for each student in terms of his/her knowledge gain
- ✓ Students keep data notebooks regarding their individual goals
- ✓ Student-led conferences focus on the individual student's goals
- ✓ Parent teacher conferences focus on the individual student's goals
- ✓ When asked, teachers can explain the learning goals of their students
- ✓ When asked, students perceive that their individual goals are academically challenging
- ✓ When asked, students are aware of their status on the achievement goals specific to them
- ✓ When asked, parents are aware of their child's achievement goals

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing Applying Innovating

Comments:

The school leader ensures each student has written achievement goals that are clear, measurable, and focused on appropriate needs AND regularly monitors that teachers and students have understanding of individual student goals.

**Goals tied to Benchmarks*

**Parent Teacher Conferences*

**Pinnacle*

**Assessment Data*

3

✓ Monitors progress on overall student achievement goals

The school leader ensures that data are analyzed, interpreted, and used to regularly monitor progress toward school achievement goals.

Sample Evidences:

- ✓ Reports, graphs, and charts are available for overall student achievement
- ✓ Student achievement is examined from the perspective of value-added results
- ✓ Results from multiple types of assessments are regularly reported and used (e.g., benchmark, common assessments)
- ✓ Reports, graphs, and charts are regularly updated to track growth in student achievement
- ✓ Achievement data for student subgroups within the school are routinely analyzed
- ✓ School leadership teams regularly analyze school growth data
- ✓ Data briefings are conducted at faculty meetings
- ✓ When asked, faculty and staff can describe the different types of reports available to them
- ✓ When asked, faculty and staff can explain how data are used to track growth in student achievement

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing Applying Innovating

Comments:

The school leader ensures that data are analyzed in a variety of ways to provide the most useful information and refines achievement goals or the tracking process as achievement data accrue.

**Reports of scores disseminated immediately upon arrival with breakdowns and graphs to help understanding of progress.*

**Value Added Model (VAM) scores released, examined, used for growth*

**EOY, EOC, FSA, assessments*

**School Leadership Team builds School Improvement Goals around data*

**Growth and data reviews are conducted on-going*

**IDEAS*

**ITBP*

3

✓ Monitors progress on individual student achievement goals

The school leader ensures that data are analyzed, interpreted, and used to regularly monitor progress toward school achievement goals for individual students.

Sample Evidences:

- ✓ Reports, charts, and graphs are available for individual students depicting their status and growth
- ✓ Individual student achievement is examined from the perspective of value-added results
- ✓ Individual student results from multiple types of assessments are regularly reported and used (e.g., benchmark, common assessments)
- ✓ Individual student reports, graphs, and charts are regularly updated to track growth in student achievement
- ✓ Teachers regularly analyze school growth data for individual students
- ✓ School leadership teams regularly analyze individual student performance
- ✓ When asked, individual students and their parents can describe the student's achievement status and growth
- ✓ When asked, faculty can describe the different types of individual student reports available to them
- ✓ When asked, faculty and staff can analyze data of their individual students, including all subgroups

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing Applying Innovating

Comments:

The school leader ensures that data are available for individual student achievement AND monitors the extent to which data are used to track progress toward individual student goals.

**Reports of scores disseminated immediately upon arrival with breakdowns and graphs to help understanding of progress.*

**Value Added Model (VAM) scores released, examined, used for growth*

**EOY, EOC, FSA, assessments*

**School Leadership Team builds School Improvement Goals around data*

**Growth and data reviews are conducted on-going*

**IDEAS*

**ITBP*

3

✓ Practices are in place to help all students meet achievement goals

The school leader ensures that appropriate school-level and classroom-level programs and practices are in place to help all students meet individual achievement goals when data indicate interventions are needed.

Sample Evidences:

- ✓ Extended school day, week, or year programs are in place
- ✓ Tutorial programs are in place (during the school day and/or after school)
- ✓ Individual student completion of programs designed to enhance their academic achievement is monitored (e.g., gifted and talented, advanced placement, STEM, etc.)
- ✓ Response to intervention measures is in place
- ✓ Enrichment programs are in place
- ✓ Data are collected and available to monitor student progress and achievement as a result of enrollment in intervention or enrichment programs
- ✓ When asked, teachers can explain how interventions in place help individual students meet their goals
- ✓ When asked, student and/or parents can identify interventions in place to meet the student's goals
- ✓ When asked, students report their school has programs in place to help them meet their achievement goals

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing Applying Innovating

Comments:

The school leader ensures that programs and practices are in place for individual students who are not making adequate progress AND monitors whether interventions are helping students meet their achievement goals.

**After School Tutoring included in School Improvement Plan*

**Before School Open computer room for extra time*

**Study Hall*

**Advanced Class/ High School Credits*

**Rti Team regularly updates*

**During/After School programs*

3

✓ Clear vision on instruction

The school leader provides a clear vision as to how instruction should be addressed in the school.

Sample Evidences:

- ✓ A written document articulating the school-wide model of instruction is in place
- ✓ The school-wide language of instruction is used regularly by faculty in their professional learning communities and faculty and/or department meetings
- ✓ Professional development opportunities are provided for new teachers regarding the school-wide model of instruction
- ✓ Professional development opportunities are provided for all teachers regarding the school-wide model of instruction
- ✓ New initiatives are prioritized and limited in number to support the instructional model
- ✓ The school-wide language of instruction is used regularly by faculty in their informal conversations
- ✓ When asked, teachers can describe the major components of the school-wide model of instruction

- ✓ When asked, teachers can explain how strategies in the instructional framework promote learning for the school's diverse population

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing Applying **Innovating**

Comments:

The school leader continually examines and makes adjustments so that all faculty and staff understand the nuances of the instructional model and integrates new instructional initiatives into the school instructional model.

School Improvement Goals:

- 1. All teachers will be observed consistently utilizing the increased ratio of collaboration to presentation as evidenced by iObservation data.*
- 2. Marzano's rigorous protocol will be fully implemented as evidenced by iObservation data.*
- 3. Effective assessments to show growth will be implemented in every classroom as evidenced by monthly classroom assessment reviews.*

4

✓ Supports and retains teachers who enhance their skills

The school leader effectively supports and retains teachers who continually enhance their pedagogical skills through reflection and professional growth plans.

Sample Evidences:

- ✓ Individual teachers have written pedagogical growth goals
- ✓ Individual teachers keep track of their progress on their pedagogical growth goals
- ✓ Evaluation results, growth plans, and interventions for struggling teachers are available
- ✓ Meetings are regularly scheduled with teachers regarding their growth goals and tracking of their progress
- A system is in place to effectively evaluate and revise the school's new teacher induction program
- ✓ The school leader has demonstrated a track record of hiring effective teachers
- ✓ The school leader has a track record of retaining effective teachers
- ✓ When asked, teachers can describe their progress on their pedagogical growth goals
- ✓ When asked, teachers can share documented examples of how reflection has improved their instructional practice

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing **Applying** Innovating

Comments:

The school leader ensures that teachers establish growth goals regarding their pedagogical skills and track their individual progress AND monitors the extent to which teachers achieve their growth goals.

** Annual Growth Plans developed, posted, monitored based on data*

3

✓ Awareness of predominant instructional practices

The school leader is aware of predominant instructional practices throughout the school.

Sample Evidences:

- ✓ Walk-through or other informal observation data are aggregated in such a way as to disclose predominant instructional practices in the school
- ✓ Fortright feedback is provided to teachers regarding their instructional practices
- ✓ Systems are in place to monitor the effect of the predominant instructional practices for all subgroups in the school
- ✓ Data are available to document the predominant instructional practices in the school
- ✓ The school leader can describe effective practices and problems of practice
- ✓ When asked, teachers can describe the predominant instructional practices used in the school

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing Applying **Innovating**

Comments:

The school leader regularly intervenes to ensure that ineffective instructional practices are corrected and effective instructional practices are proliferating.

**iObservation Data indicates observational data in real time with feedback*

**PreObservation planning process to offer feedback and coaching*

**Marzano Teacher Evaluation Model Protocols in place, reviewed, and coached on-going*

4

✓ Ongoing evaluations with multiple data sources

The school leader ensures that teachers are provided with clear, ongoing evaluations of their pedagogical strengths and weaknesses that are based on multiple sources of data and are consistent with student achievement data.

Sample Evidences:

- ✓ Highly specific scales are in place to provide teachers accurate feedback on their pedagogical strengths and weaknesses
- ✓ Teacher feedback and evaluation data are based on multiple sources of information including but not limited to: direct observation, teacher self-report, analysis of teacher performance as captured on video, student reports on teacher effectiveness, and peer feedback to teachers
- ✓ Teacher evaluation data are regularly used as the subject of conversation between school leaders and teachers
- ✓ Data show the school leader provides frequent observations and meaningful feedback to teachers
- ✓ Ongoing data are available to support that teacher evaluations are consistent with student achievement data
- ✓ When asked, teachers can describe their instructional strategies that have the strongest and weakest relationships to student achievement

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing Applying **Innovating**

Comments:

The school leader ensures that teacher evaluation processes are updated regularly to ensure the results are consistent with student achievement data.

- *iObservation Data
- *Pre Planning forms with feedback
- *Post planning reviews

4

✓ Relevant job-embedded professional development

The school leader ensures that teachers are provided with job-embedded professional development that is directly related to their instructional growth goals.

Sample Evidences:

- ✓ Online professional development courses and resources are available to teachers regarding their instructional growth goals
- ✓ The leader tracks teacher participation in professional development activities
- ✓ Teacher-led professional development is available to teachers regarding their instructional growth goals
- ✓ Instructional coaching is available to teachers regarding their instructional growth goals
- ✓ Data are collected linking the effectiveness of professional development to the improvement of teacher practices
- ✓ Data are available supporting deliberate practice in improving teacher performance
- ✓ When asked, teachers can describe how the professional development supports their attainment of instructional growth goals

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing Applying **Innovating**

Comments:

The school leader continually re-evaluates the professional development program to ensure that it remains job-embedded and focused on instructional growth goals and intervenes with teachers who are not making sufficient progress toward achieving growth goals.

*iObservation Marzano Resource Library

*Growth Plans

*Peer Teachers

*Beginning Teacher Program

4

✓ Adheres to state and district curriculum standards

The school leader ensures that the school curriculum and accompanying assessments adhere to state and district standards.

Sample Evidences:

- ✓ Curriculum documents are in place that correlate the written curriculum to state and district standards
- ✓ Rubrics or proficiency scales are in place that clearly delineate student levels of performance on essential elements of the state and district standards
- ✓ Information is available correlating what is taught in the classroom (i.e., the taught curriculum) and the written curriculum
- ✓ Information is available examining the extent to which assessments accurately measure the written and taught curriculums
- ✓ School teams regularly analyze the relationship between the written curriculum, taught curriculum, and assessments
- ✓ Evidence is available demonstrating the assessments are accurately measuring the state and district standards

- ✓ When asked, teachers can describe the essential content and standards for their subject area(s) or grade level(s)
- ✓ When asked, teachers demonstrate understanding of how the curriculum and assessments are aligned

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing Applying **Innovating**

Comments:

The school leader ensures that the assessment and reporting system focuses on state and district standards and intervenes with teachers who do not follow state and district standards.

- * Curriculum Guides
- * Pinnacle
- * EOC's, FSA, EOY's
- * VAM Scores
- * Lesson Plans

4

✓ **Focused curriculum**

The school leader ensures that the school curriculum is focused enough that it can be adequately addressed in the time available to teachers.

Sample Evidences:

- ✓ A written list of essential elements is in place
- ✓ A curriculum audit has been conducted that delineates how much time it would take to adequately address the essential elements
- ✓ Teams regularly meet to discuss the progression and viability of documents that articulate essential content and timing of delivery (e.g., pacing guides, curriculum maps)
- ✓ Time available for specific classes and courses meets the state or district specifications for those classes and courses
- ✓ Data are available to show that students are ready to be contributing members of society and participate in a global community
- ✓ A plan is in place to monitor that the curriculum is taught in the time available to teachers
- ✓ When asked, teachers can describe which elements are essential and can be taught in the scheduled time
- ✓ When asked, students report they have time to learn the essential curriculum

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing **Applying** Innovating

Comments:

The school leader ensures that essential elements of the curriculum are regularly examined and revised with an eye toward making instruction more focused and efficient.

- * Curriculum Guides
- * Master Schedule
- * iObservation
- * Lesson Plans
- * Team Meetings
- * Leadership Team

✓ Students have the opportunity to learn critical content

The school leader ensures that all students have the opportunity to learn the critical content of the curriculum.

Sample Evidences:

- ✓ Tracking systems are in place that examine each student's access to the essential elements of the curriculum
- ✓ Parents are aware of their child's current access to the essential elements of the curriculum
- ✓ All students have access to advanced placement or other rigorous courses
- ✓ All students have a prescribed program of study that documents access to courses
- ✓ Data are available to show teachers have completed appropriate content area training in their subject area courses
- ✓ Data are available to verify student achievement in critical content and standards
- ✓ When asked, teachers can describe the content strategies that result in the highest student learning for specific courses and topics
- ✓ When asked, students report they have the opportunity to learn the critical content of the curriculum

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing Applying Innovating

Comments:

The school leader intervenes with teachers whose students do not have adequate access to essential elements and instructional strategies that most strongly increase their chances of learning the essential elements.

* Curriculum Maps

* Pinnacle Review

* Lesson Plan Review

* iObservation Data and Feedback

4

✓ Teachers can observe and discuss effective teaching

The school leader ensures that teachers have opportunities to observe and discuss effective teaching.

Sample Evidences:

- ✓ Teachers have opportunities to engage in instructional rounds
- ✓ Teachers have opportunities to view and discuss video-based examples of exemplary teaching
- ✓ Teachers have regular times to meet and discuss effective instructional practices (e.g., lesson study, professional learning communities)
- ✓ Teachers have opportunities to interact about effective teaching via technology
- ✓ Instructional practices are regularly discussed at faculty and department meetings
- ✓ Video segments of instructional practices are regularly viewed and discussed at faculty and department meetings
- ✓ Procedures are in place for scheduling teachers to observe and discuss effective instructional practices
- ✓ Data are available to document that teachers who participate in observational rounds improve their pedagogy
- ✓ When asked, teachers report their participation in observing other teachers results in individual self-reflection and pedagogical growth

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing Applying Innovating

Comments:

The school leader ensures that teachers have regular opportunities to interact regarding effective instructional practices and observe specific examples of effective teaching virtually or in person and monitors the extent to which teachers who actively participate in these opportunities improve their pedagogy.

**iObservation resource library*

**Google Share*

**22/28 staff sent to specific professional development conferences (ASCD, Learning Sciences, National Charter School, STEM, National Mathematics Teachers, Physical Education, Technology, Engaging Families, At Risk Youth, Richard Lavoie- The Motivation Breakthrough, National At Risk Students, etc.)*

4

✓ Teachers have roles in decision-making

The school leader ensures that teachers have formal roles in the decision-making process regarding school initiatives.

Sample Evidences:

- ✓ Teachers are advised of the specific types of decisions in which they will have direct input
- ✓ Data-gathering techniques are in place to collect information from teachers
- ✓ Notes and reports are in place that describe how teacher input was used when making specific decisions
- ✓ Electronic tools are utilized to collect and report teacher opinions regarding specific decisions (e.g., online surveys)
- ✓ Groups of teachers are selected and utilized to provide input regarding specific decisions
- ✓ Teacher leaders are enabled to proactively initiate, plan, implement and monitor projects
- ✓ The school leader team has critical roles in facilitating school initiatives
- ✓ Data are available to show input is used by the school leader
- ✓ When asked, teachers report they feel their input is valued and used by the school leader

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing Applying Innovating

Comments:

For specific types of decisions, the school leader ensures that formal processes are in place to collect data from all teachers regarding their preferences and monitors the extent to which those data are used to make decisions and the transparency of those decisions.

4

✓ Teacher teams regularly address school issues

The school leader ensures that teacher teams and collaborative groups regularly interact to address common issues regarding curriculum, assessment, instruction, and the achievement of all students.

Sample Evidences:

- ✓ Professional learning communities (PLCs) are in place and meet regularly
- ✓ PLCs have written goals
- ✓ The school leader regularly examines the PLC's progress toward goals
- ✓ Common assessments are created by PLCs
- ✓ Student achievement and growth are analyzed by PLCs
- ✓ Data teams are in place and have written goals
- ✓ The progress of each data team toward reaching its goals is regularly examined
- ✓ To maintain a focus on student achievement, the school leader collects and reviews minutes, notes, and goals from meetings
- ✓ When asked, teachers can explain how being a member of a PLC has helped them grow their pedagogy
- ✓ When asked, teachers can explain how PLCs analyze data to identify appropriate instructional practices

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing **Applying** Innovating

Comments:

The school leader ensures that formal teams or collaborative groups of teachers and other relevant staff meet regularly and have specific goals relative to curriculum, assessment, and instruction.

** Grade Level Teams meet weekly and report to everyone on topics*

** Professional Development on pre-planning, early release, and workday's are completed whole group*

3

✓ Staff can provide input on school functions

The school leader ensures that teachers and staff have formal ways to provide input regarding the optimal functioning of the school and delegates responsibilities appropriately.

Sample Evidences:

- ✓ Data collection systems are in place to collect opinion data from teachers and staff regarding the optimal functioning of the school
- ✓ Data are archived and reports regularly generated regarding these data
- ✓ The manner in which data are used is made transparent
- ✓ The school improvement team provides input to the leader regarding the school improvement plan
- ✓ Appropriate faculty and staff are identified and mentored for succession planning and provided appropriate growth opportunities
- ✓ Faculty and staff are assisted with career planning and continuing educational opportunities
- ✓ Teacher leaders and other faculty are empowered to share in the leadership of the school
- ✓ Potential leaders are identified and guided in career development
- ✓ The school leader can cite examples of where teacher input has resulted in effective change at the school
- ✓ The school leader demonstrates ongoing mentoring of teacher leaders
- ✓ When asked, teachers explain formal ways they have to give input regarding optimal functioning of the school
- ✓ When asked, teachers can identify examples of when their input has resulted in effective change at the school

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing Applying **Innovating**

Comments:

The school leader ensures that input is regularly collected from teachers and staff, appropriately delegates responsibilities, and monitors the extent to which the inputs and delegations are contributing to the optimal functioning of the school.

* Team Leaders

* Leadership Team

* Staff chooses committees based on interest levels

* Google Forms and Docs are used to collect and report data

The Leadership Team completes the school improvement planning process utilizing the continuous improvement model using data from local assessments, required state testing, and student, parent, and staff survey data. Technology: The Technology Team creates and reviews the school technology plan. The Student Advocacy Team ensures our students and families needs are met. This includes attendance monitoring, bully prevention, monitoring special learning needs through the Rti process. The Sunshine Committee will be in charge of Sunshine events per the Sunshine guidelines. This includes all Wedding /Baby /Retirements, Funerals, Hospitalizations, Recognizing birthdays, and staff meetings food and beverage. Team Leaders will conduct weekly team meetings to make sure that all members of the team are working together. This includes updates on special activities, ensuring student conferences are held and documenting team questions and planning. Safety: The Safety Team will create and monitor all safety plans. This includes duty schedules, bus release diagrams, and addresses safety concerns as they arise. STEM : The STEM Team will create a year long master schedule of STEM events and work collegially with all staff to help implement STEM at BAMS. Student-Family Engagement: Supports and plans for communication and engagement of families. The Special Events Committee will create a year long calendar with event dates, times, budget/orders, for: Awards (grade level end-of-year, 9 weeks attendance/ straight A's, Student of the Month, BAMS Bucks).

4

✓ Students, parents, and community can provide input

The school leader ensures that students, parents, and community have formal ways to provide input regarding the optimal functioning of the school.

Sample Evidences:

- ✓ Data collection systems are in place to collect opinion data from students, parents, and community regarding the optimal functioning of the school
- ✓ Data are archived and reports regularly generated regarding these data
- ✓ The manner in which these data are used is made transparent
- ✓ Data are available to show that input from the school's diverse population is valued and used
- ✓ An interactive website is provided for students, parents, and community to provide input
- ✓ Appropriate social networking technologies (e.g., Twitter, Facebook) is utilized to involve students, parents, and community
- ✓ Focus group meetings with students and parents are routinely scheduled
- ✓ The school leader hosts or speaks at community/business luncheons
- ✓ The leader can explain how the use of input from the school community has resulted in improved functioning of the school
- ✓ The leader can demonstrate how data gathered from subpopulations at the school are incorporated in school planning
- ✓ When asked, students, parents, and community members report their input is valued and used by the school leader to better the functioning of the school

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing Applying **Innovating**

Comments:

The school leader ensures that input is regularly collected from students, parents, and community and monitors the extent to which the inputs are contributing to the optimal functioning of the school.

*Parent Surveys

*Student Surveys

*SGA

*Volunteer Forms (Google)

*Student Executive Board

*Veterans Day Celebration

4

✓ Recognized leader of the school

The school administrator is recognized as the leader of the school who continually improves his or her professional practice.

Sample Evidences:

- ✓ A written annual growth plan is in place to address how the school leader will address strengths and weaknesses
- ✓ Professional development activities consistent with the leader's growth plan have been identified
- ✓ Evidence of leadership initiatives is available
- ✓ Adherence to district and state policies and procedures is evident
- ✓ The school leader has demonstrated the ability to be a problem solver
- ✓ The school leader has identified mentors and regularly interacts with them
- ✓ When asked, faculty and staff identify the school administrator as the leader of the school
- ✓ When asked, faculty and staff describe the school leader as uncompromising in regard to raising student achievement
- ✓ When asked, faculty and staff describe the school leader as effectively communicating those non-negotiable factors that have an impact on student achievement
- ✓ When asked, faculty and staff generally agree as to the vision provided by the school leader

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing Applying **Innovating**

Comments:

The school leader demonstrates leadership skills and continually engages in activities to improve his/her professional practices and monitors the extent to which these activities enhance personal leadership skills and the staff's confidence about his/her ability to lead. The school leader actively seeks expertise/mentors for validation and feedback to confirm or improve leadership skills.

*National Charter School Conference

*Staff Surveys

*School Improvement Plan Process Annually

4

✓ Trust of faculty and staff

The school leader has the trust of the faculty and staff that his or her actions are guided by what is best for all student populations.

Sample Evidences:

- ✓ The school leader is recognized by the school community as one who is willing to "take on tough issues"
- ✓ The school leader acknowledges when school goals have not been met or initiatives have failed and revises the plan for success
- ✓ When asked, faculty and staff describe the school leader as an individual whose actions are guided by a desire to help all students learn
- ✓ When asked, faculty and staff describe the school leader as an individual who will follow through with his/her initiatives
- ✓ When asked, faculty and staff describe the school leader as one whose actions support his/her talk and expectations
- ✓ When asked, faculty and staff describe the school leader as one who speaks with candor and "takes on tough issues"

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing Applying **Innovating**

Comments:

The school leader performs with integrity and in the best interest of all students and monitors the extent to which faculty and staff perceive him/her as an individual who will follow through with initiatives and whose actions are guided by the desire to help all students learn.

*Staff Surveys

*School Improvement Process

4

✓ **Faculty and staff perceive a safe environment**

The school leader ensures that faculty and staff perceive the school environment as safe and orderly.

Sample Evidences:

- ✓ Clear and specific rules and procedures are in place for the running of the school
- ✓ Faculty and staff are provided the means to communicate about the safety of the school
- ✓ Faculty and staff know emergency management procedures and how to implement them for specific incidents
- ✓ Evidence of practicing emergency management procedures for specific incidents is available
- ✓ Evidence of updates to the emergency management plans, and communication of those plans, to the faculty and staff is available
- ✓ When asked, faculty and staff describe the school as a safe and orderly place
- ✓ When asked, the faculty and staff describe the leader as highly visible and accessible
- ✓ When asked, faculty and staff describe the school as a place focused on learning

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing Applying **Innovating**

Comments:

The school leader ensures that well-defined routines and procedures that lead to safe and orderly conduct are in place AND monitors the extent to which faculty and staff share the perception that the school environment is safe and orderly.

*Staff Surveys

*Staff Committees

*Observation

4

✓ Students, parents, and community perceive a safe environment

The school leader ensures that students, parents, and community perceive the school environment as safe and orderly.

Sample Evidences:

- ✓ Clear and specific rules and procedures are in place for the running of the school
- ✓ Social media is utilized so that students may anonymously report potential incidents
- ✓ A system is in place for mass communicating to parents about issues regarding school safety (e.g., a call out system)
- ✓ Coordination with local law enforcement agencies regarding school safety issues is a routine event
- ✓ Parents and community are engaged to give input regarding issues of school safety
- ✓ When asked, parents and students describe the school as a safe place
- ✓ When asked, parents and students describe the school as an orderly place
- ✓ When asked, community members perceive the school as safe and orderly
- ✓ When asked, parents, students and community members describe the school leader as highly visible and accessible

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing Applying Innovating

Comments:

The school leader ensures that rules and procedures are reviewed and updated as necessary to ensure a safe and orderly school environment and the perception of such by students, parents, and community.

- * Staff Surveys
- * Parent Surveys
- * Safety Committee
- * County advisors on safety procedures
- * Safety Training
- * Engaging Families Initiatives
- * Family Email
- * Facebook Page
- * Remind mass communication
- * Safety logbook
- * Fire Inspections
- * Health Department Inspections

4

✓ Focus on effective instruction and student achievement

The school leader manages the fiscal, operational, and technological resources of the school in a way that focuses on effective instruction and the achievement of all students.

Sample Evidences:

- ✓ Materials and resources for specific classes and courses meet the state or district specifications for those classes and courses
- ✓ Time available for specific classes and courses meets the state or district specifications for those classes and courses
- ✓ Detailed budgets are developed, submitted, and implemented

- ✓ The school leader successfully accesses and leverages a variety of resources (e.g., grants and local, state, and federal funds)
- ✓ Data are available to show that resources and expenditures produce results (i.e., curriculum programs improve student learning)
- ✓ The school leader manages time effectively to maximize focus on instruction
- ✓ The school leader appropriately directs the use of technology to improve teaching and learning
- ✓ Adequate training is provided for the instructional technology teachers are expected to use
- ✓ When asked, faculty and staff report they have adequate materials to teach effectively
- ✓ When asked, faculty and staff report they have adequate time to teach effectively

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing Applying **Innovating**

Comments:

The school leader manages the fiscal, operational, and technological resources necessary to support effective teaching and monitors the extent to which the resources and efficiencies enhance instruction and the achievement of all students.

- * Master Schedule
- * Curriculum Maps
- * Monthly financial reports
- * Annual Budgets
- * Technology Plan

4

✓ **Acknowledges success**

The school leader acknowledges the success of the whole school, as well as individuals within the school.

Sample Evidences:

- ✓ The accomplishments of individual teachers, teams of teachers, and the whole school are celebrated in a variety of ways (e.g., faculty celebrations, newsletters to parents, announcements, websites, social media)
- ✓ The incremental successes of students and teachers is routinely recognized
- ✓ The successes of the diverse school community are celebrated
- ✓ When asked, faculty and staff report that accomplishments of the school and their individual accomplishments have been adequately acknowledged and celebrated
- ✓ When asked, students, parents, and community report their accomplishments are adequately acknowledged and celebrated

Resources:

Scale

Scale:

Not Applicable Not Using Beginning Developing **Applying** Innovating

Comments:

The school leader at the appropriate time, acknowledges and celebrates the accomplishments of the school as a whole and the accomplishments of individuals within the school.

- * Email Notification to Staff of successes
- * Facebook Status
- * Marquee
- * Webpage

3

Overall Comments

Overall Comments:

Overall rating on Elements would rate 3.65. (87.5/24=3.65)