

# CAVERNA INDEPENDENT SCHOOLS

## FEBRUARY 8, 2017

### ACTION PLAN UPDATE

#### 1. Status Update

- i** The current working budget is \$9,671,686. The contingency is 12%.

Caverna has worked to strengthen the teacher mentoring, coaching, and induction program to assist in recruiting and retaining highly qualified teachers. All teachers receive mentoring and collegial support during professional learning communities and through other systems of support. New teachers have an assigned mentor and receive intensive support through the new teacher cohort. The dates and agenda items have been set for the year and resource materials are provided during these meetings. This goal is included in the strategic plan under the aspiration of ensuring excellence for all staff and is an item of focus on the district 30/60/90-day plan.

Caverna also completed fall rounds of district walkthroughs and is currently monitoring progress on the goals and objectives that were established based on the walkthrough data. Each school developed an action plan for strategies to target the objectives. Caverna Elementary is working to improve in providing exemplars of high quality work, feedback to students to revise and improve their work, and ensuring an understanding of how work will be assessed. Caverna Elementary is also focused on improving in the area of engaging students in rigorous coursework, discussions, and tasks and requiring higher order thinking in student questioning. Caverna Middle School and High School is focused on improving differentiated learning opportunities and providing exemplars of high quality work. Caverna Middle School will also target making connections from content to real-life experiences and ensuring students understand how their work will be assessed.

#### 2. Action Strategies - Completion

- i** Caverna worked to prepare for the Industrial Maintenance position that will be housed at Caverna High School in collaboration with Hart County High School and Barren County Area Technology Center. The two pathways, Electrical Technician and Maintenance Mechanic, were selected based on input from local industry and government stakeholders. School and district leadership visited a fully functioning industrial maintenance facility to investigate necessary facility requirements, equipment needs, and curriculum resources. Caverna has secured the facility within

the high school that will be conducive to the curricular and instructional needs of the program of studies. School and district-level leadership addressed electrical, plumbing, and safety issues prior to classes beginning in the facility. The industrial maintenance teacher has been hired in collaboration with Hart County High and Barren County Area Technology Center. The classes began in January.

Caverna Independent also completed the Comprehensive District Improvement Plan (CDIP) and Comprehensive School Improvement Plans (CSIP). A data review process was utilized at each school to form hypotheses of practice based on data analysis. Teacher teams were able to determine strategies and activities based on this review process.

### 3. Action Strategies - Deficiencies

**i** Caverna took initial steps in reviewing the district and school webpages to ensure effective communication to the community, parents, and other stakeholders. Caverna conducted one webpage review to discuss possible improvements and plans to conduct multiple reviews to make adjustments and modifications. School and district-level leadership are working to address communication issues via the webpage, and this will remain as an area of concern on the district and school 30/60/90-day plan until on point with the projected timeline. The district level webpage reviews and progress updates will occur during the district leadership meetings.

Caverna is behind the timeline on completing the facilities and maintenance project for the elementary exterior resurfacing and re-trimming. The project was extended due to the safety inspection and evaluation process and securing additional funding. This item will remain as an area of concern on the 30/60/90-day plan until completed. The Superintendent and Assistant Superintendent will keep the district leadership team updated on the progress.

### 4. Action Strategies – Additions

**i** Caverna has begun initial steps in preparing to facilitate professional learning around instructional strategies. In collaboration with Hart County and Edmonson County, a core team of teachers from each school will be trained on implementing cooperative learning strategies and structures. The core team will develop and facilitate professional learning for each school and serve as a support system for teachers during implementation.

Caverna has also begun to implement several strategies for novice reduction. Caverna Middle School and Caverna High School participated in a novice reduction

training highlighting high yield strategies. Implementation of strategies will be monitored through lesson plans, guided planning, and walkthroughs. Caverna Elementary has begun to implement additional intervention programs to target novice students in early primary and intermediate grades. Caverna Elementary and Caverna Middle School both established data tracking spreadsheets which highlight novice students to track progress overtime. They also began work around utilizing proficiency rubrics for student goal-setting and tracking of progress across standards of performance to reach proficiency. All three schools are deeply involved in horizontal and vertical curriculum alignment and assessment literacy.