

WAKE COUNTY PUBLIC SCHOOL SYSTEM

SCHOOL IMPROVEMENT PLAN FOR 2008 - 2011

SCHOOL Leesville Road High School

PRINCIPAL Scott Lyons

DATE March 2009

CORE/LEADERSHIP TEAM MEMBERS

Name	Area of Responsibility
Dave Albert	Fine Arts Teacher
Cathleen Batten	Social Studies Teacher / School Improvement Chairperson
Kyle Higgins	Assistant Principal
Roxanne Wyss	Special Education Teacher
Elizabeth Duckett	Math Teacher
Scott Lyons	Principal
Meg Hardison	Library Media Specialist
Germaine Jackson	Assistant Principal
Brent Jewell	Parent
Mark Mash	Foreign Language Teacher
Eric Greene	Guidance Counselor
Ashley Riggs	Physical Education Teacher
Cathy Kratt	Parent
Raymond Stone	Science Teacher
Nadja Young	Career and Technical Education Teacher
Monica Wilkerson	English Teacher

Statement of Beliefs

- All students can learn.
- Learning is a lifelong process.
- Students have different learning styles.
- Learning is assessed in many ways.
- Instruction is purposeful.
- High expectations foster student achievement.
- A safe and orderly school environment supports learning.
- Character education is paramount to student development.
- Diversity is recognized and respected.
- Well-rounded students participate in academic and extracurricular activities.
- Schools are interdependent with parents and the community.
- Educators are valued professionals.

Vision Statement

Leesville Road High School is a safe, secure and stimulating environment that is conducive to learning. The school climate promotes individuality and celebrates diversity, nurturing a mutual respect among students, staff and the community. The continuing involvement of parents and other community stakeholders contributes to the shared responsibility for education at Leesville.

Leesville Road High School is a cohesive community of lifelong learners. High expectations for student achievement result in students who are deeply engaged in academics. Similarly, high expectations for character development in both academic and extracurricular activities shape students into well-rounded, self-reliant and self-disciplined citizens. Students will leave Leesville Road High School well prepared for future endeavors and the demands of a complex society.

Mission Statement

Leesville Road High School is a community of students, teachers, staff and parents working together with other stakeholders to educate each student to be a responsible and productive citizen who can effectively manage future challenges.

Goal # 1 – Teaching and Learning

(Key Process 1 of 3)

School Goal

By 2011, Leesville Road High School will increase the proficiency rates in all state-mandated testing areas (End-of-Course tests, VoCATS tests, and Grade 10 Writing Test) by 5%.

Goal Manager

Principal, Assistant Principals, Data Team, and Department Chairs

Key Process # 1 (Process Manager = Principal and Assistant Principals and Content PLCs)

Process Check: Increase the role of Professional Learning Communities (PLCs) in sharing best practices for instruction

Action Steps

- Design and implement remediation programs during the instructional day for courses with state-mandated testing.
- Implement purposeful scheduling of Advanced Placement and honors level classes to address instructional needs.
- Increase the role of Professional Learning Communities (PLCs) in sharing “best practices” for instruction.
- Assign positions in a manner to address flexible scheduling plans on campus.

Time Line

- 2008-2011

Resources

- Extra months of teacher employment
- Conversions permitted by WCPSS and/or the state
- Instructional money
- Scheduling models
- NovaNET
- State-mandated testing data

Restrainers

- Schedule conflicts
- Limited availability of usable funds
- Time for research

- Attendance of at-risk students

Goal # 1 – Teaching and Learning

(Key Process 2 of 3)

Key Process # 2 (Process Manager = Principal and Assistant Principals)

Continue to research and implement programs to enhance the development of healthy and active children.

Measurable Process Check: Annual comparison of participation rates with previous school year in relation to physical education courses, extracurricular activities, and breakfast program.

Actions Steps

- Encourage enrollment in physical education courses.
- Encourage student involvement in extracurricular clubs, athletic teams, and performing arts groups.
- Continue to investigate and support the creation of student-initiated, noncurriculum-related student groups when appropriate.
- Implement a school-based breakfast program.
- Continue to implement and expand a school-wide character education program.

Time Line

- 2008-2011

Resources

- Certified staff
- Club advisors
- Athletic and performing arts on-site facilities

Restrainers

- Availability of facilities
- Transportation access after school
- Conflict between staff members' instructional duties and extracurricular responsibilities

Goal # 1 – Teaching and Learning

(Key Process 3 of 3)

Key Process # 3 (Process Manager = Principal, Assistant Principal, and School Resource Officer and Character Development Committee)
Continue to take actions necessary to maintain a caring, safe, and orderly learning environment conducive to optimal learning conditions.

Measurable Process Checks: Bi-annual comparison of the numbers of incidents of appropriate/inappropriate behavior by students and non-school members at school events with the previous semester

Action Steps

- Maintain administrative and staff supervision of students at school events.
- Implement procedures for dealing with emergency situations and modify as needed.
- Continue to explore areas in need of supervision during non-instructional times (lunches and before/after the instructional day) around campus.

Time Line

- 2008-2011

Resources

- Lockdown drills
- Fire drills
- Pre-selling dance tickets
- Emergency Red Bags in classrooms
- Supervision/coverage schedules per semester

Restrainers

- Availability of non-instructional funding
- Conflict between staff members' personal schedules and availability for extracurricular events
- Complexity of extracurricular and co-curricular schedule

- Size of student body

Goal # 2 – Teacher Retention and Recruitment of 3)

(Key Process 1

School Goal

By 2011, Leesville Road High School will build a healthy environment that supports teacher retention and recruitment in order that the teacher turnover rate does not exceed 10% annually.

Goal Manager

Principal and Assistant Principals

Key Process # 1 (Process Manager = Principal and Assistant Principals and Department Chairs)

Routinely review teacher retention and recruitment data, taking action as needed.

Measurable Process Checks: Annual review of TWC data to determine the connection, if any, between data and staff resignations.
Exit survey/feedback for employees who leave

Action Steps

- Require minimum participation rate of 70% on the Teacher Working Conditions (TWC) survey.
- Analyze TWC survey data to identify the instructional and professional needs of staff.
- Identify and employ “best practices” regarding employee retention to provide positive working conditions for all staff.

Timeline

- 2008-2011

Resources

- Oracle system
- Staff survey data/reports
- Ideas from colleagues from other schools

Restrainers

- Availability of time to review data
- Administrative changes

Goal # 2 – Teacher Retention and Recruitment

(Key Process 2 of 3)

Key Process # 2 (Process Manager = Principal, Assistant Principals, Mentor Coordinator, and Mentors)

Routinely review support provided in the Beginning Teacher (BT) program.

Measurable Process Checks: Annual review of BT retention rate as well as analysis of student performance in classes taught by BTs.

Action Steps

- Study BT/Mentor ratios, effectiveness of current induction programs/practices, and the support given to BTs.
- Identify and employ best practices to support BTs and provide effective induction programs and practices.
- Develop additional action steps as needed to address areas of concern.

Timeline

- 2008-2011

Resources

- Mentor Coordinator
- Oracle system
- Survey data
- Feedback from staff and colleagues at other schools

Restrainers

- Time to review data
- Availability of data

Goal # 2 – Teacher Retention and Recruitment

(Key Process 3 of 3)

Key Process # 3 (Process Manager = Principal, Assistant Principals, and Department Chairs)

Provide support at the school level focused on optimal teacher performance and morale.

Measurable Process Checks: Annual review of staff survey data, a review of PLC minutes, and semester review of frequency of duty assignments outside of the classroom for staff members.

Action Steps

- Support staff-initiated efforts to increase communication and collegiality among faculty and staff.
- Provide academic and collegial support for all staff members by employing Professional Learning Communities.
- Provide all full-time assigned classroom teachers a duty-free lunch period during regular student contact hours.
- Provide all full-time assigned classroom teachers with a duty-free instructional planning period during regular student contact hours.
- Provide a weekly bulletin and other sources of advance notice with regards to upcoming events capable of altering instructional/teacher schedules.
- Acknowledge outstanding performances by teachers in a variety of ways.

Timeline

- 2008-2011

Resources

- Staff development funds
- Personnel allotment
- Planning periods/lunch periods
- Thank you notes/letters of commendation to staff members

Restrainers

- Availability of funding
- Testing schedules for state tests

Goal # 3 – Systems and Structures

(Key Process 1 of 3)

School Goal

By 2011, Leesville Road High School will implement systems and structures to increase parent and community participation by 5%.

Goal Manager

Principal

Key Process # 1 (Process Manager = Principal, Assistant Principals, and Student Services)

Continue to use resources available through the business alliance to foster student success.

Measurable Process Checks: Review records of Career Development Coordinator by semester with regards to participation of Business Alliance members in school activities

Action Steps

- Offer job training information seminars and workshops led by business alliance members.
- Maintain and expand tutor-mentor program through recruitment of professionals from the business alliance.
- Provide opportunities for guest speakers from the business alliance to enhance the instructional program.

Timeline

- 2008-2011

Resources

- Career Development Coordinator
- Professionals in community
- Business partners

Restrainers

- Availability of alliance members from the community
- Work schedules of volunteers
- Availability of space for tutorial sessions

Goal # 3 – Systems and Structures

(Key Process 2 of 3)

Key Process # 2 (Process Manager = Principal, Assistant Principals, Webmaster, Attendance Office and SPAN Tech Support Team)
The staff of Leesville Road High School will work to improve the efficiency and effectiveness of the communication of important information to members of the school community.

Measurable Process Check: Semester review of SPAN/website access count; monitor the timeliness of telephone messages sent to parents and the timeliness of listserv emails to parents; monitor the feedback on the WCPSS Parent Survey related to these features.

Action Steps

- Maintain a school website (www.leesville.org) that provides accurate and up-to-date information and is easy to navigate.
- Continue to support the Parent Teacher Student Association (PTSA) use of electronic listserv.
- Use telephone-caller system to enhance communication within the school community.

Timeline

- 2008-2011

Resources

- Funds for webmaster
- WCPSS parent survey data
- WCPSS student survey data
- PTSA listserv
- Telephone-caller system
- Technology to update website

Restrainers

- Funding
- Changes in technology

Goal # 3 – Systems and Structures

(Key Process 3 of 3)

Key Process # 3 (Process Manager = Principal, Assistant Principals, and Webmaster, and SPAN Tech Support Team)

Support current processes and explore additional means for formal / informal interaction between staff and parents.

Measurable Process Checks: Annual review of membership totals for PTSA and booster clubs, as well as attendance at Lunch Bunch meetings

Action Steps

- Maintain staff relationship with booster clubs.
- Maintain staff relationship with Parent Teacher Student Association (PTSA).
- Continue to search for ways to maintain and improve upon “Lunch Bunch” meetings with parents, principal, dean of students, and other counselors.

Timeline

- 2008-2011

Resources

- School website
- WCPSS parent survey data
- WCPSS student survey data
- Parent volunteers
- PTSA listserv

Restrainers

- Funding
- Parent work schedules
- Teacher instructional duties

Goal # 4 – Expand Fiscal Accountability

(Key Process 1 of 3)

School Goal

Leesville Road High School will implement a plan on an annual basis to ensure that 100% of the fiscal resources used by the school are correlated with promoting student achievement.

Key Process # 1 (Process Manager = Principal, Assistant Principals, and Department Chairs)

Ensure the effective use of staff development funding focused on promoting student achievement.

Measurable Process Checks: Daily, weekly, and annual review by department chairs and administration of staff development expenditures in terms of dollar figures and types of activities attended by staff members.

Action Steps

- Develop a budget for appropriation of staff development funds by department prior to the beginning of each school year.
- Develop a process for the distribution of funds within departments upon request from teachers.
- Support teacher requests for professional development connected to student achievement.

Timeline

- 2008-2011

Resources

- Staff development funding allotment
- Office of Continuous Improvement and Professional Development training schedule
- Eschools data system

Restrainers

- Funding
- Conflict between teacher instructional duties and interest in staff development sessions

Goal # 4 – Expand Fiscal Accountability

(Key Process 2 of 3)

Key Process # 2 (Process Manager = Principal, Assistant Principals, and Department Chairs)

Ensure the effective use of instructional funds focused on promoting student achievement.

Measurable Process Checks: Daily, weekly, and annual review by department chairs and administration of instructional expenditures in terms of dollar figures and types of resources acquired.

Action Steps

- Administration will develop a budget for appropriation of instructional funds by department prior to the beginning of each school year.
- Department chairs will develop a process for distribution of funds within departments upon request from teachers.
- Staff members will seek professional development connected to student achievement.

Timeline

- 2008-2011

Resources

- Instructional funding allotment
- Vendors
- Feedback from staff

Restrainers

- Funding
- Price and availability of requested items
- Required process for ordering
- Replacement of aging current building level instructional resources
- Availability of storage for instructional supplies

Goal # 4 – Expand Fiscal Accountability

(Key Process 3 of 3)

Key Process # 3 (Process Manager = Principal and Assistant Principals)

Review the availability of textbook funds on an annual basis to ensure the appropriate acquisition of textbook and instructional resources.

Measurable Process Checks: Daily, weekly, and annual review by department chairs and administration of textbook expenditures in terms of dollar figures and types of resources acquired.

Action Steps

- Review of textbook inventory each semester.
- Identify instructional resources each semester through departments.
- Identify “big ticket” instructional needs that can be purchased through textbook funds.
- Give priority to textbook adoption issues followed by other departmental textbook needs.

Timeline

- 2008-2011

Resources

- Annual textbook fund allotment
- Textbook inventory

Restrainers

- Funding
- Increase in school population
- Storage facility space

WAKE COUNTY PUBLIC SCHOOL SYSTEM

PROFESSIONAL DEVELOPMENT ACTIVITIES FOR 2008 - 2009

SCHOOL Leesville Road High School

PRINCIPAL Scott Lyons

DATE February 2008

Activity / Topic	Purpose (Goal / Key Process addressed)	Participants
Silent-Sustained Reading (SSR)	Goal # 1 – Teaching and Learning Key Process # 1 Goal # 2 – Teacher Retention and Recruitment Key Process # 3	9 – 12 teaching staff
Graduation Writing Project	Goal # 1 – Teaching and Learning Key Process # 1	9 – 12 teaching staff
Professional Learning Communities (PLCs)	Goal # 1 – Teaching and Learning Key Process # 1 Goal # 2 – Teacher Retention and Recruitment Key Process # 3	9 – 12 teaching staff

WAKE COUNTY PUBLIC SCHOOL SYSTEM

SCHOOL IMPROVEMENT PLAN FOR 2008 – 2011

WAIVER REQUEST

SCHOOL Leesville Road High School

PRINCIPAL Scott Lyons

DATE February 2008

Waiver Request

For the 2008-2011 period, Leesville Road High School requests an ABC's class size exception waiver. Unprecedented growth throughout Wake County and specific to the Leesville attendance area warrants this request. With this waiver in place, limited staffing resources may be used to develop remediation programs and smaller classes within a larger school context.