

# **Brunswick County Public Schools**

## **Corrective Action Plan for Totaro Elementary School**

**Date: December 5, 2016**

**Plan Developed with Assistance from:**

- ☐ **Teachers**
- ☐ **Building Administrators**
- ☐ **Central Office Administrators**
- ☐ **Parents**
- ☐ **Community Members**
- ☐ **Business Partners**

**Triannual Meeting Dates: April 3, 2017 @ 8:30 am**

For purposes of this Corrective Action Plan, the local division superintendent will agree that essential actions in the Corrective Action Plan are priority actions for the identified school. The local division superintendent will submit data quarterly and participate in each required triannual meeting and monitor, at a minimum, monthly progress of the essential actions. This Corrective Action Plan will be updated annually until Totaro Elementary School is *Fully Accredited*. Additional essential actions may be required by the Virginia Department of Education. Essential actions may be added as additional needs are identified.

Essential Action	Title of Person(s) Responsible for Essential Action	Title of Person(s) Monitoring	Dates (Timeframe)	Documentation Required to Support Evidence of Progress/Completion
Provide, implement, and monitor professional development on lesson plan alignment in content and cognition.	Provide: Director of Curriculum and Instruction; Director of Federal Programs  Implement: Teachers  Monitor: Principal	Provide: Superintendent  Implement: Principal  Monitor: Superintendent	December 2016- July 2020	Lesson plans (including collaboratively developed lesson plans); lesson plan feedback; professional development agendas, materials, and next steps; classroom observations
Implement, monitor and provide evidence-based feedback on lesson delivery.	Principal; Director of Federal Programs; Director of Curriculum and Instruction	Superintendent	August 2016- July 2020	Written expectations for classroom observations/walkthroughs; classroom walkthroughs; classroom observations; identified and written next steps as needed; professional development agendas, materials, and next steps; evidence of bell-to-bell instruction
Develop, implement and monitor a system of positive behaviors, interventions, and supports [Positive Behavior Interventions and Supports/Virginia Tiered Systems of Support (PBIS/VTSS)].	Develop: School PBIS Team and VCU-T/TAC Implement: Teachers Monitor: Principal	Develop: Division Level PBIS Team* Implement: Principal, Director of Pupil Personnel, and SPED Instructional Specialist	December 2016- July 2020	PBIS needs assessment; PBIS implementation plan; data collection tool; revised division-wide referral form; student data; professional development agendas, materials, and next steps; Results Driven Accountability Corrective Action Plan (RDA CAP)

Essential Action	Title of Person(s) Responsible for Essential Action	Title of Person(s) Monitoring	Dates (Timeframe)	Documentation Required to Support Evidence of Progress/Completion
		Monitor: Superintendent, Director of Pupil Personnel, and SPED Instructional Specialist		
Develop and implement a student data analysis process with identified outcomes.	Principal; School Leadership Team; Division Leadership Team*	Superintendent	August 2016- July 2020	Document that describes the written process for data analysis; data forms; agendas and minutes from division leadership meetings with identified next steps; student data; department and/or grade level meeting agendas/minutes with identified next steps

**\*Division Level PBIS Team: T. Brown, M. Harrison, C. Coleman, S. King, C. Meredith, L. Hutcheson, J. Barner, L. Mallory, D. Person, D. Wynn, N. Hicks**

**\*Division Leadership Team Members: J. Congleton, N. Hicks, L. Mallory, D. Person, R. Akers**

#### Authorizations

**I (We) agree to work collaboratively to implement the essential actions required in the Corrective Action Plan for the purposes of improving student achievement in Brunswick County Public Schools.**

<b>Printed Name:</b> <u>Dora G. Wynn</u>  <b>Title:</b> Superintendent of Brunswick County Public Schools  <b>Signature:</b> _____  <b>Date:</b> _____	<b>Printed Name:</b> _____  <b>Title:</b> Director, Office of School Improvement  <b>Signature:</b> _____  <b>Date:</b> _____
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<p><b>Printed Name:</b> <u>Carolyn H. Meredith</u></p> <p><b>Title:</b> Principal of Totaro Elementary School</p> <p><b>Signature:</b> _____</p> <p><b>Date:</b> _____</p>	
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