

# DOINGWHATWORKS



SAMPLE MATERIAL

## Charting the Course to Academic Excellence

Fairfield Court Elementary School, Virginia

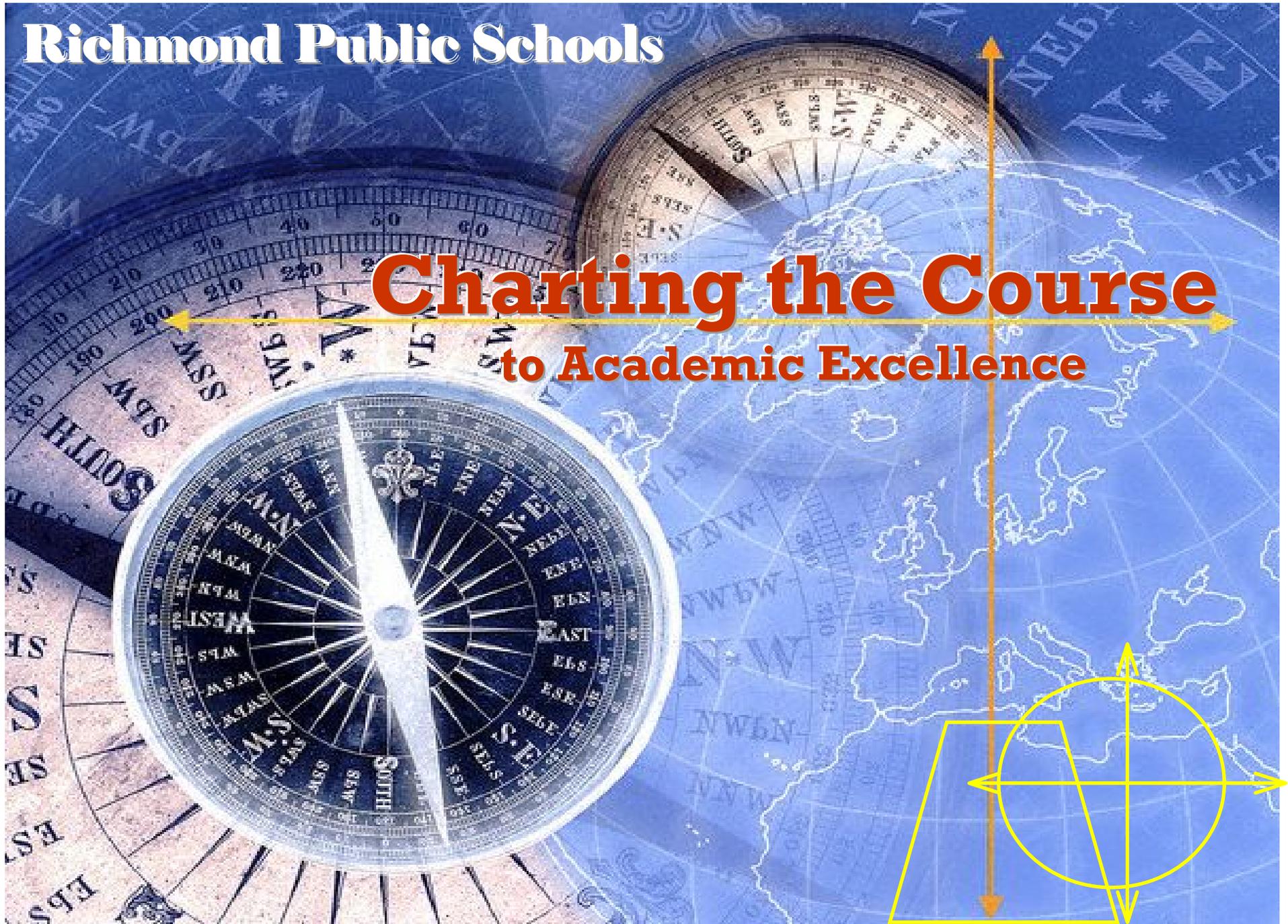
**Topic:** Turning Around Chronically Low-Performing Schools

**Practice:** Focus on Instruction

This document is an abridged version of a template for data management for elementary schools in the Richmond Public School District. The Table of Contents lists all of the tables from the original document; the DWW abridged version provides examples rather than the full set of tables to make the document more manageable. Charting the Course was created in response to recommendations from the Council of the Great City Schools. Fairfield Court Elementary School uses this template to record three-year data trends, data from the previous year, bi-weekly data reports, and discipline issues. These data then help Fairfield Court staff to direct and improve instruction.

# Richmond Public Schools

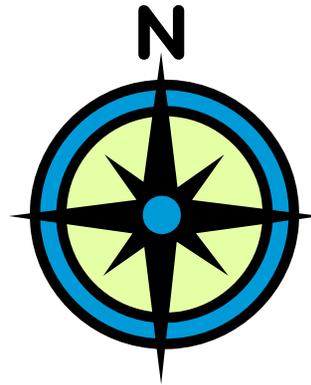
## Charting the Course to Academic Excellence



(Elementary School)

# Richmond Public Schools 2005-06

# Charting the Course



**to Academic Excellence**

**Data Document for ★ (Name of Elementary School)**

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**2004-05 Accreditation Status (check one)**

- Fully Accredited
- Accredited with Warning

**2004-05 NCLB Status (check one)**

- Met AYP
- Met AYP through Safe Harbor
- Did not Meet AYP

**Mission: Educate ALL students to become highly successful, contributing citizens in a global society.**

**Vision: RPS as a premier learning community that is the first choice for ALL in Richmond and recognized nationally for student excellence.**

### Preface

This document was created in response to recommendations from the Council of Great City Schools. It represents a comprehensive effort to align the Charting the Course process with the Richmond Public Schools' strategic plan, its Balanced Scorecard, the Memorandum of Understanding with the Virginia Department of Education, and the School Improvement Plan. We intend this to be a living document, used to guide each school on a new course to academic excellence.

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(Items marked with **★** to be automatically populated from RPS computer files)

(Tables shaded in **■** to be filled in at each school)

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(Data Document for Name of Elementary School, repeated on each page)

## Part I: Snapshot Data

### A. 3-Year Trends

#### Goal 1: Improve Student Achievement

★ Three-Year Trends in Standards of Learning Test Results:

Number Passing/Number Tested & Percent Passing (WITHOUT Remediation Recovery)

School Year	3 <sup>rd</sup> Grade English	3 <sup>rd</sup> Grade Math	3 <sup>rd</sup> Grade Science	3 <sup>rd</sup> Grade History	4 <sup>th</sup> Grade History	5 <sup>th</sup> Grade Eng/Wr	5 <sup>th</sup> Grade Math	5 <sup>th</sup> Grade Science	Accreditation & AYP Status
2004-05	#P/#T %P	#P/#T %P	#P/#T %P	#P/#T %P	#P/#T %P	#P/#T %P	#P/#T %P	#P/#T %P	
2003-04	#P/#T %P	#P/#T %P	#P/#T %P	#P/#T %P	#P/#T %P	#P/#T %P	#P/#T %P	#P/#T %P	
2002-03	#P/#T %P	#P/#T %P	#P/#T %P	#P/#T %P	#P/#T %P	#P/#T %P	#P/#T %P	#P/#T %P	

★ Retention Data: Number and Percent of Students, by Grade Level

School Year	K	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
2004-05	# / %	# / %	# / %	# / %	# / %	# / %
2003-04	# / %	# / %	# / %	# / %	# / %	# / %
2002-03	# / %	# / %	# / %	# / %	# / %	# / %

#### Goal 2: Promote a Safe and Nurturing Environment

★ Three-Year Trends in Discipline Referral Data: Number and Percent of Students Involved

Type of Discipline	2004-05	2003-04	2002-03
Out of School Suspensions	# / %	# / %	# / %
In-School Suspensions/Detention	# / %	# / %	# / %
Discipline Panel Hearings	# / %	# / %	# / %
Placed in RAP I/STARS/CCP	# / %	# / %	# / %

**Goal 5: Strengthen Collaboration with Stakeholders**

★ Three-Year Trends in Percent of Attendance

School Year	Student Attendance	Teacher Attendance
2004-05	%	%
2003-04	%	%
2002-03	%	%

**B. Review of Disaggregated Data for Previous School Year (20nn-nn)**

**Goal 1: Improve Student Achievement**

Spring 2005 SOL Performance by Test and Selected Subgroups

Group	3 <sup>rd</sup> Grade English	3 <sup>rd</sup> Grade Math	3 <sup>rd</sup> Grade Science	3 <sup>rd</sup> Grade History	4 <sup>th</sup> Grade History	5 <sup>th</sup> Grade Eng/Wr	5 <sup>th</sup> Grade Math	5 <sup>th</sup> Grade Science
General Education	# Tested # Passing % Passing							
Remediation Recovery	# Tested # Passing % Passing	# Tested # Passing % Passing	N/A	N/A	N/A	N/A	N/A	N/A
Special Education	# Tested # Passing % Passing							
VGLA	# Tested # Passing % Passing							
VAAP	# Tested # Passing % Passing							
RAP I/STARS	# Tested # Passing % Passing							

**Goal 2: Promote a Safe and Nurturing Environment**

**★ Discipline Infractions by Grade Level for General Education**

Discipline Infraction	Head St	VPI	K	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
Out of School Suspensions	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %
In School Suspensions/Detention	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %
Discipline Panel Hearings	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %
Placed in RAP I/STARS/CCP	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %

**C. Current Year Configuration**

**Goal 1: Improve Student Achievement**

**★ September 30<sup>th</sup> Membership: Number of Students, by Selected Subgroup & Grade Level**

Subgroup	Pre-K	K	1 <sup>st</sup> Grade	2 <sup>nd</sup> Grade	3 <sup>rd</sup> Grade	4 <sup>th</sup> Grade	5 <sup>th</sup> Grade
General Education							
Special Ed							
504 Plan							

**Goal 2: Promote a Safe and Nurturing Environment**

Alternative Education Committee

Members	Role

Meeting Dates

★ No-Show List

Student Name	Contact Plan	Follow-Up

**Goal 3: Provide Strong Leadership**

Grant Funding

Grant	Total Funding	Category	Amount

**Goal 4: Enhance Capacity-Building Through Professional Development**

Number & Qualifications of Staff

Staff Members	Total Number of Staff	Highly Qualified
Classroom Teachers (General Education)		# / %
Classroom Teachers (Special Education)		# / %
Guidance Counselors		# / %
Library Media Specialists		# / %
Instructional Assistants		# / %
Office/Clerical		N/A

**Goal 5: Strengthen Collaboration with Stakeholders**

Partners

Agency/Organization	Services Provided

**Goal 6: Increase Parent and Community Satisfaction**

Parent and Community Engagement

Type of Engagement	Number Involved
PTA Membership	
Volunteer	

**Part II: Charting the Course Snapshot Data**  
**A. Bi-Weekly Data Report**

**B. 45-Day (Quarterly) Update Report**

**Goal 1: Improve Student Achievement**

\*Membership: Number of Students by Grade Level for Each Quarter

Quarter	Subgroup	Pre-K	K	1 <sup>st</sup> Grade	2 <sup>nd</sup> Grade	3 <sup>rd</sup> Grade	4 <sup>th</sup> Grade	5 <sup>th</sup> Grade
1	General Education							
	Special Ed							
	504 Plan							
2	General Education							
	Special Ed							
	504 Plan							
3	General Education							
	Special Ed							
	504 Plan							
4	General Education							
	Special Ed							
	504 Plan							

★ Remediation Recovery Plan

★ Students	★ Content Area	Remediation Plan	Hours of Tutoring

**Goal 2: Promote a Safe and Nurturing Environment**

★ Discipline Infractions

Quarter	Discipline Infraction	Head St	VPI	K	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
1	Out of School Suspensions	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %
	In School Suspensions	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %
	Discipline Panel Hearings	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %
	Referred to STARS/CCP	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %
2	Out of School Suspensions	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %
	In School Suspensions	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %
	Discipline Panel Hearings	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %
	Referred to STARS/CCP	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %
3	Out of School Suspensions	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %
	In School Suspensions	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %
	Discipline Panel Hearings	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %
	Referred to STARS/CCP	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %
4	Out of School Suspensions	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %
	In School Suspensions	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %
	Discipline Panel Hearings	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %
	Referred to STARS/CCP	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %

**Goal 3: Provide Strong Leadership**

Grant Budgeted vs. Actual Expenditures

Quarter	Grant	Category	Budgeted Expenditure	Actual Expenditure
1				
2				
3				
4				

**Goal 5: Strengthen Collaboration with Stakeholders**

Partners

Quarter	Agency/Organization	Services Provided
1		

Quarter	Agency/Organization	Services Provided
2		
3		
4		

★ Percent of Attendance

Grade	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
HS										
VPI										
K										
1 <sup>st</sup>										
2 <sup>nd</sup>										
3 <sup>rd</sup>										
4 <sup>th</sup>										
5 <sup>th</sup>										

**Goal 6: Increase Parent and Community Satisfaction**

Parent & Community Engagement

Quarter	Type of Engagement	Number Involved
1	PTA Membership	
	Volunteer	
2	PTA Membership	
	Volunteer	
3	PTA Membership	
	Volunteer	
4	PTA Membership	
	Volunteer	