

WAKE COUNTY PUBLIC SCHOOLS
Membership of School Improvement Team 2008 - 2011

SCHOOL: Broughton HS
PRINCIPAL: Roy Teel
DATE: March - 2008

CORE / LEADERSHIP TEAM MEMBERS:

Name:	SIP Responsibility / School-based job title:
Debbie Frey	Parent
Donna Fork	Novanet Coordinator
Erica Spain	Media Center Specialist
Donna Bergeron	Parent
Bryan Elsaesser	Humanities Teacher/Smart Goal 2
Julia Royall	School Improvement Chair/French Teacher/Smart Goal
Sue Glover	9th Grade Counselor
Michael Ludwick	Assistant Principal/Smart Goal 1 & 2
Roy Teel	Principal
Elizabeth Thompson	11th grade Representative
Sarah Hernandez	Science Teacher
Vernis Wright	Parent
Jim Black	Parent
Kevin Ledger	Math Teacher
Carol Dukes	ESL Teacher
Cheryl Campbell	Special Programs
Caroline Corbett	CTE/FACS

Alane George	English
Dee Harman	Arts
Mary Beth Harvey	Physical Education/Health
Myra Smith	IB Coordinator
Angie Tunney	Science/Positive Behavior Support
Rhonda Victor	Special Programs
Clara Frade	Parent
Lem Kornegay	Parent
Neal Westphalen	Parent
Richard Battle	Parent
Susan Hindman	Parent
Jay Wisse	Parent
Fatima Guerrab	10th Grade Representative
Maria Hernandez	12th Grade Representative/Spanish Translator
Maria Garcia	Parent
Tony Ward	Parent
Laura Cabrera	Parent
Raul Diaz	9th grade Representative

WAKE COUNTY PUBLIC SCHOOLS
Mission, Vision, and Value Statements 2008-2011

SCHOOL: Broughton HS
DATE: March - 2008

MISSION STATEMENT:

The Broughton High School community empowers all students to think critically, appreciate diversity, serve others, and be productive and responsible citizens in a global society.

VISION STATEMENT:

- * Broughton High School is a student-centered community where all students value scholarship, respect academic efforts and requirements, appreciate diversity, serve the larger community, and participate in the learning process and school activities.
- * The International Baccalaureate program provides opportunities for innovative, creative and meaningful learning experiences for students, faculty, and staff to prepare our community for lifelong learning in a global society.
- * Broughton High School plays an important role in the personal, career, and leadership development of all students.
- * Broughton High School students and teachers use technology proficiently to achieve educational objectives.

VALUE STATEMENT:

We will:

Create high expectations for student learning, promote sensitivity to varied learning styles, and employ creative teaching practices.

Continue the implementation of the International Baccalaureate program to enhance the learning of all students and create better international understanding.

Encourage learning as a lifelong process for the entire school community.

Provide each student the opportunity to have supportive advocates.

Promote respect, appreciation, and encouragement of cultural diversity and human differences.

Focus on honesty, integrity, and drive for excellence.

Promote parental involvement to enhance student performance.

Provide a safe and nurturing environment for optimal learning and teaching.

Ensure that the process of community service is integral to the growth of each student's sense of responsibility to the environment and community.

Foster health instruction, physical fitness, and nutrition education.

Provide opportunities for knowledge of technological skills which are essential in today's world.

Recognize the rich tradition of Broughton High School while embracing continued innovation and improvement in its learning and teaching.

Provide opportunities for academic, athletic, artistic, social, and emotional growth at Broughton High School.

Wake County Public School System - School Improvement Planning
Summary of Goals, Key Processes and Action Steps 2008 - 2011 (Created 2007 - 2008)

Board Goal: *By 2008, 95% of students in grades 3 through 12 will be at or above grade level as measured by NC EOG or EOC tests, and all student groups will demonstrate high growth.*

SCHOOL: Broughton HS

LEA: Wake County (920)

Strategic Directive: Focus on Learning and Teaching

State Board of Education Goal: Globally Competitive Students

SCHOOL GOAL: Increase the percentage of students defined as proficient as measured by the EOC tests from 75% to 90% by 2011.

GOAL MANAGER: Assistant Principal-Curriculum and Instruction

Data Justification for Goal based on a comprehensive needs assessment:

This year 75% of our students were proficient and the year before 82% were proficient. The goal would be to increase proficiency at a rate of 5% per year.

Key Processes & Action Steps(3 Key Processes)

- | | |
|-----------------------------------|--|
| 1 Key Process: | Develop and Implement strategies to increase proficiency in Algebra I, Geometry, and Algebra II. |
| Process Manager: | Math Department Chair |
| Completion Date: | 05/11 |
| Resources: | Common assessments, professional development in differentiation. |
| Restrainers: | Time to collaborate, time to attend professional development. |
| Measurable Process Checks: | 1) List of attendance at professional development.
2) List of students identified as needing remediation.
3) Copies of common assessments and PLC minutes. |
| | Action Steps |
| 1 Action Step | Create common class resources including tests, quizzes, and worksheets for each unit. |
| Timeline: | From: 05/08 To: 05/11 |
| 2 Action Step | Identify students needing remediation in order to differentiate teaching techniques. |
| Timeline: | From: 08/08 To: 05/11 |

- | | |
|-------------------------|---|
| 2 Key Process: | Develop and implement a plan to serve students in low-performing subgroups. |
| Process Manager: | Assistant Principal-Curriculum and Instruction |
| Completion Date: | 08/11 |
| Resources: | EOC, Attendance, Suspension Data. |

Restrainers: Time.
Measurable Process Checks: List of students and copies of interventions.

Action Steps

1 Action Step Identify low-performing students, differentiate their instruction, and engage them in remediation activities.

Timeline: From: 08/08 To: 05/11

2 Action Step Involve the faculty in teacher workshops focused on closing the achievement gap and cultural diversity.

Timeline: From: 08/08 To: 05/11

3 Key Process: Use all available data to improve student achievement.
Process Manager: School Improvement Team Chair
Completion Date: 05/11
Resources: Achievement and Behavior data.
Restrainers: Time to analyze data.
Time to meet in PLCs.

Measurable Process Checks: PLC minutes, data team roster.

Action Steps

1 Action Step Create and utilize a data team to analyze student achievement data.

Timeline: From: 05/08 To: 06/09

2 Action Step Analyze relevant data in Professional Learning Communities to enhance student performance.

Timeline: From: 05/08 To: 05/11

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SCHOOL: Broughton HS

LEA: Wake County (920)

Strategic Directive: Systems and Structures to Support Schools

State Board of Education Goal: Leadership for Innovation

SCHOOL GOAL: By 2011, student participation in extracurricular activities and/or healthful living activities will increase by 20% as measured by participation data.

GOAL MANAGER: Student Council Advisor

Data Justification for Goal based on a comprehensive needs assessment:

Research shows that students who participate in extracurricular activities have more success academically.

Key Processes & Action Steps(3 Key Processes)

- 1 Key Process:** Increase the percentage of students who participate in Broughton High School's job shadowing program by 20% by 2011.
- Process Manager:** Wilda Rhodes-CDC
- Completion Date:** 08/11
- Resources:** Broughton Business Alliance.
- Restrainers:** Student interest, time.
- Measurable Process Checks:** 1) Roster of students participating in Job shadowing from 2008 compared to roster 2011.
- Action Steps**
- 1 Action Step** Survey students about their job interests. When there are commonalities, set up students to meet with one person at one job site to maximize the experience.
- Timeline:** From: 08/08 To: 05/11
- 2 Action Step** Survey the staff about the willingness to support the job shadowing program. The survey will emphasize the "engaged learning" aspects, both academic and practical, of the job shadowing project.
- Timeline:** From: 08/08 To: 05/11

- 2 Key Process:** Use Interclub Council (ICC) to better inform students of various club and extracurricular activities available at Broughton.

Process Manager: Student Council Advisor
Completion Date: 05/11
Resources: Student Council.
Time.
Restrainers: Accurate rosters, time, faculty support.
Measurable Process Checks: Club rosters.

Action Steps

- 1 **Action Step** Hold a club fair at the beginning of every school year.
Timeline: From: 08/08 To: 05/11
- 2 **Action Step** Better advertise club meetings by using the Broughton website, WCAP, and student government.
Timeline: From: 08/08 To: 05/11

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- 3 **Key Process:** Determine school wide participation in club and extracurricular activities.
Process Manager: Student Council Advisor
Completion Date: 05/11
Resources: Club advisors, rosters, student council, Interclub council.
Restrainers: Time.
Measurable Process Checks: Listed In Action Steps

Action Steps

Wake County Public School System - School Improvement Planning
Summary of Goals, Key Processes and Action Steps 2008 - 2011 (Created 2007 - 2008)

Board Goal: *By 2008, 95% of students in grades 3 through 12 will be at or above grade level as measured by NC EOG or EOC tests, and all student groups will demonstrate high growth.*

SCHOOL: Broughton HS

LEA: Wake County (920)

Strategic Directive: Retaining, Recruiting and Training High Quality Employees

State Board of Education Goal: 21st Century Professionals

SCHOOL GOAL: By 2011, 95% of Broughton teachers will feel they have time available for collaboration.

GOAL MANAGER: Principal, Assistant Principal for Curriculum and Instruction

Data Justification for Goal based on a comprehensive needs assessment:

77% of Broughton teachers feel they have insufficient time to plan and collaborate with their colleagues according to the NC 2006 Teacher Working Conditions Survey.

Key Processes & Action Steps(3 Key Processes)

1 Key Process: Implement time for common planning within the school day.
Process Manager: Principal
Completion Date: 05/09
Resources: Faculty, professional learning communities.
 * Flexibility to access any conversions of position that the state and/or WCPSS permits
 * Utilization of flexibility in financial transfers
Restrainers: County approval.
Measurable Process Checks: Listed In Action Steps

Action Steps

- 1 Action Step** Implement a late arrival for students once per week to allow Professional Learning Communities to meet for 45 minutes.
Timeline: From: 05/08 To: 05/11
- 2 Action Step** Schedule early release days for vertical planning and Middle Years Programme/Graduation Projects.
Timeline: From: 08/08 To: 05/11

2 Key Process: Create more effective Professional Learning Communities.
Process Manager: Assistant Principal-C&I
Completion Date: 05/11
Resources: Professional Development, other schools.
 * Flexibility to access any conversions of position that the state and/or WCPSS permits
 * Utilization of flexibility in financial transfers

Restrainers: Time, staff buy-in.
Measurable Process Checks: Listed In Action Steps

Action Steps

1 **Action Step** Have administration give clear directions and goals for PLC meetings.
Timeline: From: 08/08 To: 05/11

2 **Action Step** Train PLC leaders to be more effective.
Timeline: From: 08/08 To: 05/11

3 **Key Process:** Provide a duty-free planning and duty-free lunch.
Process Manager: Assistant Principal-Lunch Duty & PLCs
Completion Date: 05/11
Resources: Teachers.
* Flexibility to access any conversions of position that the state and/or WCPSS permits
* Utilization of flexibility in financial transfers

Restrainers: Lack of substitutes requiring teachers to cover classes.
Measurable Process Checks: Listed In Action Steps

Action Steps

1 **Action Step** Teachers will be assigned Lunch Duty one week approximately every six weeks for half of their lunch period.
Timeline: From: 08/08 To: 05/11

2 **Action Step** All teachers have a planning period each day. When teachers are absent without a substitute, teachers on planning will be called to cover classes. Teachers will be called alphabetically by department to cover 1/2 of the period. (Another department will be called in alphabetical rotation in the event that there is no one available in a certain department.
Timeline: From: 08/08 To: 05/11

Wake County Public School System - School Improvement Planning
Summary of Goals, Key Processes and Action Steps 2008 - 2011 (Created 2007 - 2008)

Board Goal: *By 2008, 95% of students in grades 3 through 12 will be at or above grade level as measured by NC EOG or EOC tests, and all student groups will demonstrate high growth.*

SCHOOL: Broughton HS

LEA: Wake County (920)

Strategic Directive: Systems and Structures to Support Schools

State Board of Education Goal: 21st Century Systems

SCHOOL GOAL: The use of technology for communication with parents and use in classroom instruction will increase by 20% by 2011.

GOAL MANAGER: Technology Committee Chair/School Improvement Technology Rep.

Data Justification for Goal based on a comprehensive needs assessment:

Research shows that communication with parents enhances student learning and use of technology in the classroom enhances instruction.

Key Processes & Action Steps(2 Key Processes)

1 Key Process: Teachers will use technology in the classroom to promote learning.
Process Manager: School Improvement Chair
Completion Date: 05/11
Resources: Purchase of equipment to use in the classroom.
Restrainers: Money for equipment, faculty support.
Measurable Process Checks: Listed In Action Steps

Action Steps

1 Action Step Survey teachers on the current use of technology in the classroom, the technology they would like to have available, and request the purchase of essential technological equipment.

Timeline: From: 08/08 To: 05/11

2 Action Step Provide professional development focused on the use of technology in the classroom.

Timeline: From: 08/08 To: 05/11

2 Key Process: Increase the use of websites and other internet tools to communicate with parents.
Process Manager: School Improvement Chair
Completion Date: 05/11
Resources: Survey, training on electronic progress reports.
Restrainers: Time, faculty buy-in.

Measurable Process Checks:

Listed In Action Steps

Action Steps

1 Action Step

Survey faculty members on their current use of electronic progress reports and websites to communicate with parents.

Timeline:

From: 08/08 To: 05/11

2 Action Step

Train faculty on the use of electronic progress reports.

Timeline:

From: 08/08 To: 05/11

Wake County Public School System - School Improvement Planning
Waiver Request - 2008 - 2011 (Created 2007 - 2008)

*Waivers should be related to school improvement.
Create a separate page for each waiver.*

School Name: Broughton HS

Date of Request: March - 2008

School Year: 2007 - 2008

Waiver Requested: To allow flexibility in meeting the minimum 135 clock hours of instruction in a block schedule for high school course credit. Course credit will be based on student performance assessments as evidence of content mastery.

Policy to be Waived: HSP-M-001

How will this waiver impact school improvement?

This waiver will allow the school to award course credit based on student academic achievement rather than seattime. This waiver will also allow flexibility to provide time within the school day for job-embedded professional development.

Please indicate the type of waiver:

 X State

 Local

Waiver requested on: 2008-03-25

Waiver status:

Wake County Public School System - School Improvement Planning
Waiver Request - 2008 - 2011 (Created 2007 - 2008)

*Waivers should be related to school improvement.
Create a separate page for each waiver.*

School Name: Broughton HS

Date of Request: March - 2008

School Year: 2008 - 2009

Waiver Requested: Class size in grades 4-12 Policy to be waived is # GS115C-30.

Policy to be Waived: GS115C-301

How will this waiver impact school improvement?

Broughton High School requests a waiver regarding class size in our effort to meet scheduling and programming needs that support student achievement.

Please indicate the type of waiver:

State

Local

Waiver requested on: 2008-03-19

Waiver status:

Wake County Public School System - School Improvement Planning
Waiver Request - 2008 - 2011 (Created 2007 - 2008)

*Waivers should be related to school improvement.
Create a separate page for each waiver.*

School Name: Broughton HS

Date of Request: March - 2008

School Year: 2008 - 2009

Waiver Requested: Broughton High School is seeking to alter the bell schedule. The opening bell will ring 5 minutes earlier to accommodate flexibility within the school day for the work of professional learning communities. Schools must account for 1,000 hours of instruction in 180 days (per GS 115C).

Policy to be Waived: GS. 115C

How will this waiver impact school improvement?

Approval of this waiver will allow high schools to accumulate 15 hours of extra instructional time in order to provide time for early release or late arrival for the work of professional learning communities.

Transportation can accommodate this change (ringing the bell 5 minutes earlier) by utilizing the current three-tier bell schedule.

Please indicate the type of waiver:

State

Local

Waiver requested on: 2008-03-19

Waiver status:

Wake County Public School System - School Improvement Planning
Waiver Request - 2008 - 2011 (Created 2007 - 2008)

*Waivers should be related to school improvement.
Create a separate page for each waiver.*

School Name: Broughton HS

Date of Request: April - 2008

School Year: 2008 - 2009

Waiver Requested: To alter one date of the School Board's decision of set early release dates. (Policy to be waived: Board Decision for Set Early Release Days)

Policy to be Waived:

How will this waiver impact school improvement?

By dropping the March 5, 2009 date and replacing it with December 11, 2008, early release date, Broughton High School, Daniels Middle School and East Millbrook Middle School will be able to meet the International Baccalaureate requirements and work together to evaluate the 10th grade personal/graduation projects at Broughton High School. Projects should be prepared and presented in December to avoid a conflict with the 10th grade writing test and to allow time during the remaining school year to assist any student who had difficulty completing the project.

Please indicate the type of waiver:

State

Local

Waiver requested on: 2008-04-15

Waiver status:

Wake County Public School System - School Improvement Planning
Summary Sheet of Professional Development Activities (Created 2007 - 2008)

School Name: Broughton HS

For School Year: 2008 - 2009

Activity / Topic	Participants	Goal Supported
1. Technology Training: Website, blackboard, blogs.	Members from each department.	
2. Training on the implementation of collaborative teams.	Members from each department.	
3. Differentiating Instruction.	Members from each department.	
4. IB Diploma and MYP Training.	Faculty who teach IB Diploma and MYP.	
5. Positive Behavior Support Training.	All Faculty.	
6. Training on Freshman Transition.	Faculty who work with Freshmen.	

Wake County Public School System - School Improvement Planning
Early Release Requests 2008 - 2011, Year 2007 - 2008

School Name: Broughton HS

For School Year: 2008 - 2009

Date	Professional Development Activities	Status
1. Thu Sep 25th 2008	Broughton teachers will meet in Professional Learning Communities to discuss strategies for remediation.	pending
2. Thu Oct 16th 2008	Daniels Middle School, East Millbrook Middle School, and Broughton High School will be meeting together as International Baccalaureate Middle	pending
3. Thu Dec 11th 2008	Daniels Middle School, East Millbrook Middle School, and Broughton High School will be meeting together as International Baccalaureate Middle	pending
4. Thu Feb 12th 2009	required to complete the Reasonable Project of a Baccalaureate Program in the School. Professional Learning Communities to evaluate the program. Research and development projects are also work with the High School Graduation Project for	pending
Administrator notes:	students.	