

# Norfolk City Public Schools

## Corrective Action Plan/Reconstitution Agreement for School Improvement

Accreditation Denied	Partially Accredited: Reconstituted School
Azalea Gardens Middle School	Chesterfield Academy Elementary School
Blair Middle School	Coleman Place Elementary School
Jacox Elementary School	Norview Middle School*
James Monroe Elementary School	Sherwood Forest Elementary School
Lake Taylor High School	
Lake Taylor Middle School*	
Lindenwood Elementary School*	
Norview Elementary School	
P. B. Young Sr. Elementary School*	
Richard Bowling Elementary School	
Southside STEM Academy at Campostella*	
St. Helena Elementary School	
Tanners Creek Elementary School	
Tidewater Park Elementary School*	
William H. Ruffner Middle School*	

**Date: //2017**

### Triannual Meeting Dates:

\*Denotes schools with a pre-existing plans signed and dated during the 2015-2016 school year.

**For purposes of this Corrective Action Plan/Reconstitution Agreement, the local division superintendent will agree that essential actions in the plan are priority actions for the identified schools. 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 in each school. This Corrective Action**

**Plan/Reconstitution Agreement will be updated annually until the schools are *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
Develop, implement, and monitor a K-12 literacy plan with explicit focus on student learning outcomes.	Executive Director of Curriculum and Instruction leads development.  Principals, Assistant Principals, Teachers, Senior Coordinator of English, Teacher Specialists	Chief Academic Officer; Executive Directors of School Leadership	May 2016-June 2019	<ul style="list-style-type: none"> <li>• Individual building coaching and modeling schedule/emails</li> <li>• Teacher survey needs assessment and observation logs leading to professional development plan</li> <li>• Parent/teacher/administration focus groups summary</li> <li>• Calendar/agendas of professional development opportunities; next steps from professional development</li> <li>• Formative assessment data</li> <li>• Stakeholders (community) input via focused groups and surveys</li> <li>• Lesson plans</li> <li>• Classroom observations and walkthroughs</li> </ul>
Provide leadership development and coaching; establish and monitor school-based Instructional Leadership Teams (ILT).	Provide leadership development: Executive Directors for School Leadership, Executive Director of Curriculum and Instruction	Chief Academic Officer, Executive Directors for School Leadership	July 2016-June 2019	<ul style="list-style-type: none"> <li>• Meeting agendas, attendance roster, coaching logs, and materials</li> <li>• Evaluation forms from ILT trainings</li> <li>• Documents located in electronic folder</li> </ul>

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
	Principals, Assistant Principals			<ul style="list-style-type: none"> <li>• Calendar/agendas and materials for professional development opportunities with identified next steps</li> <li>• Succession plan for building leaders</li> <li>• Annual Leadership Institute agenda and materials</li> <li>• Written documentation of process and expectations of feedback to teachers</li> </ul>
Implement and monitor the written, taught, and tested curriculum with fidelity focusing on rigor, alignment, instructional delivery, and assessment.	Principals, Assistant Principals, Teachers, Teacher Specialists, Content Coordinators	Executive Directors for School Leadership, Executive Director of Curriculum and Instruction	July 2016-June 2019	<ul style="list-style-type: none"> <li>• Observation and walkthrough data with feedback, focused on rigor, alignment, instructional delivery and assessment</li> <li>• Calendar/agendas of professional development logs and next steps</li> <li>• Instructional focus and research-based strategies identified for each school</li> <li>• Evidence and student data gathered during Academics, Behavior, Coming to School (ABC) Data Team meetings</li> <li>• Summaries of meetings with principals regarding alignment of human and financial resources</li> </ul>

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
				<ul style="list-style-type: none"> <li>• Weekly district support logs for schools identified as not meeting state proficiency in English</li> <li>• Bi-monthly district support logs for schools identified as not meeting state proficiency in math, history, and science</li> </ul>
Initiate, implement, and monitor development of district focus regarding alignment of human and fiscal resources for improved student outcomes.	Division Leadership Team, Content Coordinators	Superintendent	January 2016-December 2019	<ul style="list-style-type: none"> <li>• Theory of Action document: District Focus that drives the work of all departments in the district</li> <li>• Calendar/agendas and materials for trainings</li> <li>• Title I School-wide plans, Safety Net/SOL Remediation plans</li> <li>• School formative and summative assessment data</li> <li>• District summative assessment data</li> <li>• Evidence gathered during Academics, Behavior, Coming to School (ABC) Data Team meetings</li> <li>• District Professional Development plan aligned with district focus</li> <li>• New Teacher mentorship documents</li> </ul>

## Authorizations

I (We) agree to work collaboratively to implement the essential actions required in the Corrective Action Plan/Reconstitution Agreement for the purposes of improving student achievement in Norfolk City Public Schools.

<p><b>Printed Name:</b> _____</p> <p><b>Title:</b> Superintendent of Public Instruction</p> <p><b>Signature:</b> _____</p> <p><b>Date:</b> _____</p>	<p><b>Printed Name:</b> _____</p> <p><b>Title:</b> Superintendent of Norfolk City Public Schools</p> <p><b>Signature:</b> _____</p> <p><b>Date:</b> _____</p>
<p><b>Printed Name:</b> _____</p> <p><b>Title:</b> Director, Office of School Improvement</p> <p><b>Signature:</b> _____</p> <p><b>Date:</b> _____</p>	<p><b>Printed Name:</b> _____</p> <p><b>Title:</b> Principal of Chesterfield Academy Elementary School</p> <p><b>Signature:</b> _____</p> <p><b>Date:</b> _____</p>
<p><b>Printed Name:</b> _____</p> <p><b>Title:</b> Principal of Coleman Place Elementary School</p> <p><b>Signature:</b> _____</p> <p><b>Date:</b> _____</p>	<p><b>Printed Name:</b> _____</p> <p><b>Title:</b> Principal of Sherwood Forest Elementary School</p> <p><b>Signature:</b> _____</p> <p><b>Date:</b> _____</p>

<p><b>Printed Name:</b> _____</p> <p><b>Title:</b> Superintendent of Public Instruction</p> <p><b>Signature:</b> _____</p> <p><b>Date:</b> _____</p>	<p><b>Printed Name:</b> _____</p> <p><b>Title:</b> Superintendent of Norfolk City Public Schools</p> <p><b>Signature:</b> _____</p> <p><b>Date:</b> _____</p>
<p><b>Printed Name:</b> _____</p> <p><b>Title:</b> Principal of Azalea Gardens Middle School</p> <p><b>Signature:</b> _____</p> <p><b>Date:</b> _____</p> <p><b>Plan Developed with Assistance from:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Teachers</li> <li><input type="checkbox"/> Building Administrators</li> <li><input type="checkbox"/> Central Office Administrators</li> <li><input type="checkbox"/> Parents</li> <li><input type="checkbox"/> Community Members</li> <li><input type="checkbox"/> Business Partners</li> </ul>	<p><b>Printed Name:</b> _____</p> <p><b>Title:</b> Principal of Blair Middle School</p> <p><b>Signature:</b> _____</p> <p><b>Date:</b> _____</p> <p><b>Plan Developed with Assistance from:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Teachers</li> <li><input type="checkbox"/> Building Administrators</li> <li><input type="checkbox"/> Central Office Administrators</li> <li><input type="checkbox"/> Parents</li> <li><input type="checkbox"/> Community Members</li> <li><input type="checkbox"/> Business Partners</li> </ul>

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<p><b>Printed Name:</b> _____</p> <p><b>Title:</b> Principal of Jacox Elementary School</p> <p><b>Signature:</b> _____</p> <p><b>Date:</b> _____</p> <p><b>Plan Developed with Assistance from:</b></p> <ul style="list-style-type: none"><li><input type="checkbox"/> Teachers</li><li><input type="checkbox"/> Building Administrators</li><li><input type="checkbox"/> Central Office Administrators</li><li><input type="checkbox"/> Parents</li><li><input type="checkbox"/> Community Members</li><li><input type="checkbox"/> Business Partners</li></ul>	<p><b>Printed Name:</b> _____</p> <p><b>Title:</b> Principal of James Monroe Elementary School</p> <p><b>Signature:</b> _____</p> <p><b>Date:</b> _____</p> <p><b>Plan Developed with Assistance from:</b></p> <ul style="list-style-type: none"><li><input type="checkbox"/> Teachers</li><li><input type="checkbox"/> Building Administrators</li><li><input type="checkbox"/> Central Office Administrators</li><li><input type="checkbox"/> Parents</li><li><input type="checkbox"/> Community Members</li><li><input type="checkbox"/> Business Partners</li></ul>

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<p><b>Printed Name:</b> _____</p> <p><b>Title:</b> Principal of Lake Taylor High School</p> <p><b>Signature:</b> _____</p> <p><b>Date:</b> _____</p> <p><b>Plan Developed with Assistance from:</b></p> <ul style="list-style-type: none"><li><input type="checkbox"/> Teachers</li><li><input type="checkbox"/> Building Administrators</li><li><input type="checkbox"/> Central Office Administrators</li><li><input type="checkbox"/> Parents</li><li><input type="checkbox"/> Community Members</li><li><input type="checkbox"/> Business Partners</li></ul>	<p><b>Printed Name:</b> _____</p> <p><b>Title:</b> Principal of Norview Elementary School</p> <p><b>Signature:</b> _____</p> <p><b>Date:</b> _____</p> <p><b>Plan Developed with Assistance from:</b></p> <ul style="list-style-type: none"><li><input type="checkbox"/> Teachers</li><li><input type="checkbox"/> Building Administrators</li><li><input type="checkbox"/> Central Office Administrators</li><li><input type="checkbox"/> Parents</li><li><input type="checkbox"/> Community Members</li><li><input type="checkbox"/> Business Partners</li></ul>



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<p><b>Printed Name:</b> _____</p> <p><b>Title:</b> Principal of Richard Bowling Elementary School</p> <p><b>Signature:</b> _____</p> <p><b>Date:</b> _____</p> <p><b>Plan Developed with Assistance from:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Teachers</li> <li><input type="checkbox"/> Building Administrators</li> <li><input type="checkbox"/> Central Office Administrators</li> <li><input type="checkbox"/> Parents</li> <li><input type="checkbox"/> Community Members</li> <li><input type="checkbox"/> Business Partners</li> </ul>	<p><b>Printed Name:</b> _____</p> <p><b>Title:</b> Principal of St. Helena Elementary School</p> <p><b>Signature:</b> _____</p> <p><b>Date:</b> _____</p> <p><b>Plan Developed with Assistance from:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Teachers</li> <li><input type="checkbox"/> Building Administrators</li> <li><input type="checkbox"/> Central Office Administrators</li> <li><input type="checkbox"/> Parents</li> <li><input type="checkbox"/> Community Members</li> <li><input type="checkbox"/> Business Partners</li> </ul>

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<p><b>Printed Name:</b> _____</p> <p><b>Title:</b> Principal of Tanners Creek Elementary School</p> <p><b>Signature:</b> _____</p> <p><b>Date:</b> _____</p> <p><b>Plan Developed with Assistance from:</b></p> <ul style="list-style-type: none"><li><input type="checkbox"/> Teachers</li><li><input type="checkbox"/> Building Administrators</li><li><input type="checkbox"/> Central Office Administrators</li><li><input type="checkbox"/> Parents</li><li><input type="checkbox"/> Community Members</li><li><input type="checkbox"/> Business Partners</li></ul>	