



Norfolk Public Schools Comprehensive School Improvement Plan 2023-2024

Name of School: Suburban Park Elementary School Division: Norfolk Public Schools

Area of Focus: Literacy

SMART Goal: By June 2024, we will increase our SOL Reading pass rate from 78.61% in 2023 to 80% in 2024.
S.M.A.R.T. Goal: By June 2024, we will increase our SOL Reading pass rate for students with disabilities from 61% in 2023 to 70% in 2024.

Essential Action/ Evidence-based Intervention/Research-based Strategy: Implement an aligned written, tested, and taught curriculum, with clear objectives, in every classroom, every day for every student. Academic Review Finding

Action Plan

Action Steps (Place in sequential order) One must be related to family engagement.	Position(s) Responsible for Implementation	Implementation Frequency	Evidence/ Artifacts: Implementation and Impact	Position(s) Responsible for Monitoring	Monitoring Frequency	Budget (Title I, SIG, other funding sources)	Title I Measurable Objective	Alignment to NPS Strategic Plan Goal (name goal)
1. Provide and monitor professional development during Grade Level PLCs to include phonological awareness, phonics, vocabulary development, and comprehension strategies.	Reading Specialist Teachers	August 2023 - June 2024	Agenda, Lesson plans, observations, student work samples	Reading Specialist School Administration Instructional Coach	Bi-Weekly	Funding for professional development opportunities	MO1	Student Excellence
2. Develop and implement Parent	Reading Specialist	October 2023 - April 2024	Agenda Sign in sheets	Reading Specialist	Quarterly	Funding for the materials used during the workshops.	MO1,4	Community



Norfolk Public Schools
Comprehensive School Improvement Plan 2023-2024

Workshops to ensure a better understanding of literacy and how best to support their child.	Title 1 teacher Teacher Family Engagement Specialist		DOJO School Community Page					
3. Conduct walkthroughs and observation with a focus on using research-based strategies with interaction with word wall/sound wall, teacher modeling, vocabulary instruction and provide evidence-based feedback to teachers in a timely manner.	School Administrators Reading Specialist Teachers	September 2023 - June 2024	Walk through notes/observations, Learning Walks, Peer Observations	School Administrators Reading Specialist	Monthly Quarterly Learning Walks/Peer Observations	None	MO1	Student Excellence
4. Create, monitor & provide intervention	Reading Specialist	September 2023-June 2024	Anecdotal notes,	Reading Specialist	Every 4-6 weeks	Instructional literacy manipulatives	MO1	Student Excellence



Norfolk Public Schools
Comprehensive School Improvement Plan 2023-2024

support for identified PALS scholars in grades K-3.	Title 1 Teacher PALS Tutors		Formative Assessments Progress Monitoring Data PALS Quick Checks Unit Assessments	School Administrators				
5. Develop and implement a process of peer observations to include grade level and vertical observations.	School Administrators Reading Specialist Teachers	November 2023 - June 2024	Anecdotal notes Look-for-Checklist	School Administrators Reading Specialist Title I Teachers	Quarterly	Substitute allocation	MO1	Student Excellence
6. Continue Implementing Grades 3-5 Benchmark Advance reading program	Classroom teachers Reading Specialist	August 2023 - June 2024	Lesson Plans Grade Level Agenda minutes	School Administrators Reading Specialist	Bi-Weekly	Instructional materials	MO1	Student Excellence
7. Create, monitor, and provide intervention	Title 1 Teacher Classroom Teachers	August 2023 - June 2024	Anecdotal notes, Formative Assessments	School Administrators Reading Specialist	Bi-Weekly	Instructional materials	MO1	Student Excellence



Norfolk Public Schools
 Comprehensive School Improvement Plan 2023-2024

support for Tier III scholars.	Reading Specialist		Progress Monitoring Data PALS Quick Checks Unit Assessments	Title 1 Teacher				
8. All students will receive universal screening: VLLs, STAR Reading, Fall Growth SOL, Winter Growth SOL, PALS K-3, DSA G1-5;	Classroom teachers	Fall 2023 Winter 2024 Spring 2024	Screening Data Intervention Groups	Testing Co-Chairs	Bi-monthly (October, December, February, April, June)	None	MO1	Student Excellence
9. Provide aligned intervention support between three and five times a week for 20 to 40 minutes for students identified by PALS/LEXIA to form small needs-based	Teachers Title 1 Teacher PALS Tutors	September 2023-June 2024	Student grouping based on initial start data Flexible grouping aligned to progress monitoring data	Reading Specialist School Administration	Bi-monthly (October, December, February, April, June)	Instructional materials for intervention support	MO1	Student Excellence



Norfolk Public Schools
 Comprehensive School Improvement Plan 2023-2024

skill groups that support foundational reading skills and provide opportunities for student practice.			Walkthrough Forms					
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Area of Focus: Computational Literacy	
S.M.A.R.T. Goal: By June 2024, the SOL Mathematics pass rate will increase from 73% in 2023 to 78% in 2024. S.M.A.R.T. Goal: By June 2024, the SOL Mathematics pass rate for students with disabilities will increase from 48% to 65% in 2024.	
Essential Action/ Evidence-based Intervention/Research-based Strategy: Implement an aligned written, tested, and taught curriculum, with clear objectives, in every classroom, every day for every student.	<input type="checkbox"/> Academic Review Finding
Action Plan	



Norfolk Public Schools
Comprehensive School Improvement Plan 2023-2024

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1. Provide and monitor embedded professional development during Grade Level Planning to include the Deep Dive into the Framework, implementation of the CRA (Concrete, Representation, and Abstract) model, number sense routine, and DESMOS lessons (for grades 4 and 5.)	Math Specialist Teachers	September 2023-June 2024	Grade Level Planning document Formative Assessments Unit Assessments Fall/Spring SOL Assessment Lesson Plan, Observations Sign-In Sheet	Math Specialist Assistant Principal Principal	Bi-Weekly One-time DESMOS student training	None	MO 2	Student Excellence



Norfolk Public Schools
Comprehensive School Improvement Plan 2023-2024

2. Develop and implement Parent Workshops to ensure a better understanding of content and how best to support their child.	Math Specialist Family Engagement Specialist	October 2023 -April 2024	Agenda Sign in Sheets	Math Specialist Family Engagement Specialist	Quarterly	Instructional materials for workshop	MO2,4	Community
3. Conduct walkthroughs and observations with a focus on using manipulatives, problem solving, and measurement	School Administrators Math Specialist Teachers	September 2023-June 2024	Walk through notes/observations, Learning Walks, Peer Observations	School Administrators	Bi-weekly Quarterly Learning Walks/Peer Observations	Substitute allocation	MO 2	Student Excellence
4. Focus on the interpretation of data to continuously improve teaching and learning	Math Specialist Teachers School Administrators	September 2023-June 2024	VDOE Just in Time Quick Checks Daily Math Reviews Unit Assessments SOL Growth Assessments	Math Specialist School Administrators	Weekly-Quick Checks Monthly-Unit Assessments	None	MO2	Student Excellence



Norfolk Public Schools
Comprehensive School Improvement Plan 2023-2024

5. Develop and implement a process of peer observations to include grade level and vertical observations.	School Administrators Math Specialist Teachers	November 2023-April 2024	Anecdotal notes Look-for-Checklist	School Administrators Math Specialist Title I Teachers	Quarterly	None	MO 2	Student Excellence
6. Focus on subitizing and magnitude in grades K and 1.	School Administrators Math Specialist Teachers	October 2023- June 2024	Anecdotal notes Walk Through Notes/Observations Quarterly Assessment	Math Specialist School Administrators	Weekly - Walk Throughs Quarterly - Subitizing Assessment	None	MO2	Student Excellence
7. All students will receive universal screening.	Teachers	Fall 2023 Winter 2024 Spring 2024	STAR, VKRP, SOL Growth Reports	Test Chair	Tri-annually	None	MO 2	Student Excellence
8. Students will utilize Edmentum for skills progression, formative checks, and mastery support a minimum of 45-minutes a week.	Teachers	Fall 2023 Winter 2024 Spring 2024	Edmentum Assessment data triangulated with Star and SOL Growth Assessments. Edmentum Growth Report that shows growth of 8 units by February 1, 2023, and a total of 16	Math specialists	Monthly Tri-annually (growth report)	None	MO2	Student Excellence



Norfolk Public Schools
Comprehensive School Improvement Plan 2023-2024

			units by June 1, 2023					
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Area of Focus: Science	
SMART. Goal: By June 2024, we will increase our SOL Science Pass rate from 46% in 2023 to 70% in 2024.	
Essential Action /Research-based Strategy/Evidence-based Intervention: Monitor and provide feedback to teachers on their use of professional development learning through a measurable and explicit focus on student learning outcomes.	<input type="checkbox"/> Academic Review Finding

Norfolk Public Schools
 Comprehensive School Improvement Plan 2023-2024

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1. Provide and monitor PD during Grade Level planning to include resources from CANVAS and StemScope.	School Administrators Science Teacher Specialist	Sept 2023 - June 2024	Agenda Lesson Plan	School Administrator s Math Specialist	Monthly	None	MO3	Student Excellence
2. Embed Science Nonfiction text into Reading.	Classroom Teachers Reading Specialist	Sept 2023 - June 2024	Grade Level Minutes Lesson Plan	School Administrator s Reading Specialist Title I Teacher	Monthly	None	MO1,3	Student Excellence
3. Bi-Weekly scientific investigations based on the Engineering Design Process.	Classroom Teachers	Sept 2023 - June 2024	Lesson Plan Grade Level Minutes Observation	School Administrator s Math Specialist	Bi-weekly	Funding for materials for investigations	MO2,3	Student Excellence



Norfolk Public Schools
Comprehensive School Improvement Plan 2023-2024

4. Science content word wall with visual and interactive notebooks.	Classroom Teachers	Sept 2023 - June 2024	Word wall Notebooks (TIP Charts)	School Administrator s Math Specialist	Monthly	Funding for notebooks	MO3	Student Excellence
5. Family STEAM Learning Opportunities.	Classroom Teachers	Sept 2023 - June 2024	Attendance log Participant Survey Results Flyer	School Administrator s Math Specialist	November 2022, January 2023, April 2023	Funding for materials	MO 1,2,3,4	Community
6. Monitor ongoing formative assessments by grade-level teams.	Classroom Teachers	Sept 2023 - June 2024	Formative assessment	School Administrator s Math Specialist Title I Teacher	Monthly	None	MO 3	Student Excellence
7. Conduct walkthroughs and observations with a focus on the use of CANVAS and StemScope, Engineering Processes, and formative assessments.	Classroom Teachers Administrators	Sept 2023 - June 2024	Walk through notes/observations, Learning Walks, Peer Observations	School Administrator s Math Specialist	Bi-monthly	None	MO3	Student Excellence



Norfolk Public Schools
Comprehensive School Improvement Plan 2023-2024

Area of Focus: Attendance

SMART Goal: By the end of the current school year, the percentage of scholars chronically absent will decrease from 23% to 10%, and the total percentage of scholars in attendance will increase from 93% to 96%.

Essential Action/ Evidence-based Intervention/Research-based Strategy: Changing the climate and culture of the school to reflect caring relationships between staff and students and their families based upon trust, respect, fairness, and equity.

Academic Review Finding

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Norfolk Public Schools
 Comprehensive School Improvement Plan 2023-2024

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1. Provide monthly student recognition for perfect (or most improved after September) attendance. [OB]	School Counselor	Sept. 30, 2023-June 16, 2024	Synergy Attendance Reports, Class Dojo Attendance Roster of Attendees	School Counselor Family Engagement Specialist Student Data Specialist	Monthly	Funding for incentives	MO1,2,3	Student Excellence
2. Provide weekly student recognition for perfect attendance. (\$1 scholar dollar per week)	Classroom Teachers	September 2023-June 2024	Synergy Attendance Reports, Class Dojo Attendance	School Counselor Family Engagement Specialist	Weekly	None	MO1,2,3	Student Excellence
3. Develop monthly parent recognition for scholars having perfect (or improved attendance after September).	Family Engagement Specialist	October 2023- - June 2024	Synergy Attendance Reports, Class Dojo Attendance Sign-in Sheets Posting on School's Webpage	Family Engagement Specialist Student Data Specialist Media Specialist	Monthly	None	MO4	Community
4. Develop and implement a process for acknowledging a student's absence and welcoming him/her back.	Classroom Teachers	September 2023-June 2024	Photographs, Dojo Messages, Notes, Letters, Classroom Postings	School Counselor	Weekly	None	MO1,2,3	Student Excellence



**Norfolk Public Schools
Comprehensive School Improvement Plan 2023-2024**

5. Establish mentoring groups (lunch buddies) for scholars identified with chronic or high absenteeism rates (4 or more absences).	School Counselor, Communities in School, Family Engagement Specialist	October 2023-June 2024	Sign-in Sheets	School Administrators	Bi-Weekly	None	MO1,2,3	Student Excellence
6. Monitor the effectiveness of the truancy team's procedures	Principal, Assistant Principal, Parent Engagement Specialist, Guidance Counselor, SDS	September 2023-June 2024	Agendas Sign in Sheets Log of Parent Contacts	Principal and Assistant Principal	Bi-Weekly	None	MO1,2,3	Student Excellence