Commission on Public Elementary and Middle Schools

Two-Year Progress Report of _____

SCHOOL

Report on the Status of the Highlighted Recommendations from the Notification Letter

Sample 2009

Recommendation	Classification TYPR Status	Explanation
Highlighted Recommendations 1. Establish a process to review the Mission and Expectations in a timely and productive manner.	**In Progress**	1. A Mission and Expectations sub-committee was established to develop a process during the year after the visit. The committee has met twice, reviewed the document and brought suggested changes to a full faculty meeting for discussion. Subsequently, the committee makes the approved changes and submits it to the School Council for its approval. The approved version will be implemented in the next school year.
2. Provide additional math manipulatives to support the math program.	**Completed**	2. Beginning with the FY 2005 budget, a line item for math supplies was added to ensure a steady flow of math materials to the school. Since that time, $14,000 has been spent in addition to a professional development program aimed at developing new strategies for math instruction.
3. Initiate a plan to increase staff input into the professional development program.	**Completed**	3. In September 2006 a district wide Professional Development Committee was established to meet the needs of the faculty. A questionnaire was designed and distributed to faculty members assessing their needs and ideas for professional development training. Based on the results of their input professional development have been implemented. The questionnaire will be updated and distributed annually. Integrated into the professional development plans are the programs that support new instructional strategies based on current educational research.

Commission on Public Elementary and Middle Schools

Two-Year Progress Report of _____

SCHOOL

Report on the Status of the Remaining Recommendations from the Visiting Committee Report

Sample 2009

Recommendation	Classification TYPR Status	Explanation
Report Recommendations 12. Develop strategies to provide outreach to parents.	**Ongoing**	12. The School Improvement Team adopted this recommendation as an annual goal. The PTO, which was virtually non-existent was re-established in 2005, but it has taken a long time to find the right combination of people to take leadership roles. This year, the PTO developed its first set of programs for parents. The curriculum department also began a series of curriculum nights this year in order to educate parents about testing and the need for parents to understand what their children need to know and be able to do. The SPED department has also begun a series of parental forums designed to bring an awareness of the services available to students.
22. Purchase science textbooks for primary grades.	**Rejected**	22. As the school pursued this recommendation, it became evident that textbooks at the primary level were not an appropriate solution for the lack of science materials at that level. As a result, the primary teachers attended ASCD programs in the science area, discussed the articulation of the science program with upper grade teachers, reviewed catalogs and supply materials and opted to purchase XYZ Science Kits, designed for hands-on learning and fully integrated them into the schools science program.
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