

School Improvement Team Voting

LEA or Charter Name/Number: Cumberland County Schools - 260

School Name: Manchester Elementary School

School Number: 402

Plan Year(s): 2023-2024

Voting: All staff must have the opportunity to vote anonymously on the School Improvement plan

For: 33

#Against: 0

Percentage For: 100%

Date Approved by Vote: September 2, 2023

School Improvement Team Membership

From GS §115C-105.27: "The principal of each school, representatives of the assistant principals, instructional personnel, instructional support personnel, and teacher assistants assigned to the school building, and parents of children enrolled in the school shall constitute a school improvement team to develop a school improvement plan to improve student performance. Representatives of the assistant principals, instructional personnel, instructional support personnel, and teacher assistants shall be elected by their respective groups by secret ballot. Unless the local board of education has adopted an election policy, parents shall be elected by parents of children enrolled in the school in an election conducted by the parent and teacher organization of the school or, if none exists, by the largest organization of parents formed for this purpose. Parents serving on school improvement teams shall reflect the racial and socioeconomic composition of the students enrolled in that school and shall not be members of the building-level staff."

Committee Position*	Name	Year Elected
Principal	Ebony Forte Johnson	2023
Assistant Principal	Kimberly Tamsett	2023
4 th Grade Teacher Representative	Roshaunda Simpson	2022
Inst. Support Representative	Doris Rouseau	2023
Inst. Support Representative	Kristen Shipp	2023
Teacher Assistant Representative	Darcel Mumford	2023
Parent Representative	Roshalinta Biagas	2022
Media Coordinator	Tara Sinclair	2023
School Counselor	MaryBeth Franklin	2022
Social Worker	Karen Cooper	2023
5 th Grade Teacher	Sheila Smith	2021
1 st Grade Teacher	Nuriyah Adams	2023
Kindergarten Teacher	Marrin Hill	2023
2 nd Grade Teacher	Heather Desorbo	2022
3 rd Grade Teacher	LaParish Brown	2022
Additional Representative		

Title II Plan

Instructions: Complete each cell highlighted in red (content controls will also appear in red when you hover the cursor over them). Refer to the SAMPLE Title II Plan located on page 5 for examples.

School: Manchester Elementary School

Year: 2023-2024

Description of the Plan

Purpose:	The purpose of this plan is to provide a detailed description of staff development expenditures.
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Budget Amount

AMOUNT

Total Allocation:

\$2535.00

Budget Breakdown

Briefly describe the title of and purpose for this staff development:

Staff Development 1

Funds will be utilized to cover the cost of subs for quarterly data talks.

DESCRIPTION

AMOUNT

Personnel: 16 substitutes for full days at a rate of \$95/day.

\$1520

Training Materials:

Registration/Fees:

Travel:

Mileage/Airfare:

Lodging/Meals:

Consulting Services:

Follow-up Activities:

Total for staff development 1:

\$1520.00

Budget Breakdown

Briefly describe the title of and purpose for this staff development:

Staff Development 2

School Improvement Team SIT Retreat

DESCRIPTION

AMOUNT

Personnel:

Training Materials:

Registration/Fees:

Travel:

Mileage/Airfare:

Lodging/Meals:

Consulting Services:

Follow-up Activities:

Total for staff development 2:

\$0

Grand Total

\$1520.00

District Wide Components

Duty Free Lunch	Please indicate if your School Improvement Team voted for your teachers to have duty free lunch by indicating yes (Y) or no (N) in the box to the right.	Yes
Duty Free Planning Time	Please describe approximately how much planning time your teachers have during a week: 45 Minutes 3x Weekly 90 Minutes 1x Weekly	
PBIS School	Please indicate if your school is currently a PBIS school by indicating yes (Y) or no (N) in the box to the right:	Y
PBIS rating from previous year	Please indicate your most recent PBIS assessment rating (Green Ribbon, Model, or Exemplar) if applicable in the box to the right:	Model
Parental/Family Engagement	Please describe your parent/family engagement plan briefly (i.e. dates or frequency of parent events, P/T conferences, PTA meetings, etc.): We have a small PTA that meets once a month. Parent/Teacher Conferences are held twice a year, at a minimum. We have scheduled opportunities for families to visit the school and have lunch with their students. Awards Assemblies are held at the end of each grading period. In December we host a Winter Concert that is sponsored by the Chorus Classes. Parent Link Calls go out at least once/week on Sunday evenings, and constant communication between the school and home takes place on Class Dojo daily.	
Safe and Orderly Schools	The Cumberland County School System (CCS) has a commitment to excellence in providing a safe and healthy workplace. Safety of employees and students must be given first priority in every activity. To that end, all our employees have access to our district Safety Manual and Crisis Management Handbook on the CCS intranet. The Safety Manual is provided to help schools insure their day to day practices are in line with best safety practices, prepare for events that can be better managed with a safety plan, and outline protocols for handling potentially hazardous materials in our schools. Although a crisis is an event that is extraordinary and cannot be predicted, the Crisis Management Handbook was prepared to provide the principal and the local crisis team a quick reference guide of procedures to follow when a crisis occurs that affects the school.	
Review of the SIP plan and notification of changes	As part of our continuous improvement process, all schools create 2 year School Improvement plans. At the end of the first year of the plan and once test scores are received, the School Improvement Team will review both academic and organizational goals and make changes as needed. The superintendent's designee will be informed when the plan has changed.	