2018-2019

Shari B. Jones

Principal of A.G. Wright Middle School

2018-2019

Entry Plan for A.G. Wright Middle School



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**A. G. WRIGHT MIDDLE SCHOOL**

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*It is the mission of the faculty and staff of A. G. Wright Middle School is to provide a safe, diverse environment,*

*dedicated to academic excellence, responsible citizenship, and community involvement.*

**Statement of Purpose**

Dear Tiger Den Family,

I am excited to be able to remain an A.G. Wright Tiger, not as an Educational Diagnostician, but as your new Principal. I have raised my own children in this school and have always felt that A.G. Wright is my work family and support village. The comfort that is provided here from the parents, teachers, students, and staff cannot compare to anywhere else.

The purpose of this letter is to share my entry plan to keep you informed of my intentions to address the needs of our school without the entire current system in place uprooted. This plan is a working and living document that will act as a daily guide for the mission for our school. My goal is to build relationships with all stakeholders by being transparent in my intentions for our school, as well as maintaining open-lines of communication. You will see in this plan that I am offering opportunities for you to come meet with me either individually or with other stakeholders to share your personal views on what our strengths are and what we need to consider in order to see continued growth in our most important area, our students.

A.G. Wright is a phenomenal learning environment with a caring and nurturing staff. By working together, we can continue to provide stellar education for our deserving students. Again, I cannot stress how excited I am to be given the opportunity to continue my career in this school where I have been for over 15 years as a teacher, parent, educational diagnostician, and now principal. I look forward to working with each and every one of you to provide the best education we can for **OUR STUDENTS**!

Sincerely, Shari B. Jones

Shari B. Jones



**Summary of Entry Plan Activities**

The following bullets signify the actions that will take place as outcomes of the implementation of my entry plan during the 2018-2019 school year.

* Facilitate and open lines of communication through Meet and Greets with stakeholders to include: Administrative Staff, Teachers, Staff, Parents, Students, and other Members of the Community
* Identify areas of strengths and weakness (our “Glow and Grow” areas) by reviewing and analyzing student achievement data
* Be physically visible to staff, students, and parents during the day, before school, and after school programs in order to build trust and relationships
* Create partnerships with local businesses that will benefit both A.G. Wright and our community.
* Conduct meetings with stakeholder groups to include Leadership Committee, School Improvement Plan (SIP) Team, Parent-Teacher Organization (PTO), and Grade Level Teams to discuss their perceived areas of need for our schools
* Create and conduct needs assessment surveys to determine what types of professional development training and instructional supports needed to increase academic growth and achievement using Standards-Based Instruction
* Create a strategic planning committee to discuss A.G. Wright’s current Mission and Vision statements to develop shared revisions in order to promote growth

**Goals and Timeline**

**Purpose:** Academic Achievement can be supported through these four conditions/goals

Goal 1: Establish and build positive relationships with all stakeholders at A.G. Wright Middle School

Goal 2: Identify “Glow and Grow” (strengths and areas of need) for continuous school improvement.

Goal 3: Provide research-based instruction to students and collect data to ensure positive outcomes and growth.

Goal 4: Develop research-based professional development to staff members to provide professional growth and learning that is beneficial to both teachers and students

**Time Table:**

This entry plan serves as a guide to the first 90 days as principal of A.G. Wright Middle School

**Entry Plan**

|  |  |
| --- | --- |
| **Action** | **Timeline** |
| Meet with previous principal to get an understanding of the climate of the school from staff and student point of views. Discuss the current instructional vision and mission statements. | July 2018 |
| Meet with the superintendent to discuss my 90 day entry plan and make changes based on recommendations. | July 2018 |
| Review historical performance data through the VDOE School Report Card as well the in-house data on student growth and proficiency. Identify trends in Gap Groups. Meet with Specialist to include ESOL, Special Education, Reading Specialist, and Math Specialist to discuss individual students who are in the bubble groups. | July 2018 |
| Meet with the assistant principal(s), school counselors, and the school improvement plan (SIP) cadre to review data, determine the “Glow and Grow” academic areas of the school, and develop goals | July-August 2018 |
| Invite the following stakeholders for a meet and greet, with an option of one on one conversations with:   1. Classroom teachers 2. Administrative Assistant Staff 3. Paraprofessional Staff 4. Cafeteria Staff 5. Maintenance and Custodial Staff | July-August 2018 |
| Have a team working lunch with the assistant principal(s) to collaborate on the plans for teacher work week. Discuss a plan to develop and distinguish between the School Improvement Plan (SIP) Team and Leadership Team goals and delineate the roles between the two teams. | July-August 2018 |
| Send a Welcome Back to Work letter to include communicating the Entry Plan to all staff members via email and Website | August 2018 |
| Teacher Work Week **to include**: Back to School Faculty Meeting, Department Meetings with Lead Teachers, Team Building Activities and Fellowship to build Staff Morale, and to work on the School Improvement Plan. Lead staff on a discussion about need for a new Mission and Vision Statement. | August 2018 |
| Host an Open House for Stakeholders to include: Students, Parents, Community Members, etc. to welcome them to the start of the 2018-2019 school year | August 2018 |
| Meet with Parent-Teacher Organization (PTO) | August 2018 and ongoing |
| Conduct Town Hall Meetings with each grade-level to reinforce school rules and introduce myself to the students | September/October 2018 and January/February 2019 (depending on weather and end of semester) |
| First Leadership Cadre Monthly Meeting is held | September 2018 and ongoing |
| Attend weekly horizontal planning meetings at each grade level for each department to listen to the collaboration occurring and to offer support | September 2018 and ongoing |
| Start Learning Walks and Classroom Observations for all teachers to be more visible to both staff and students | September 2018 and ongoing |
| Make daily announcements during homeroom for important information for the day, reminders, and Kudos to students and staff members who are deserving of a “shout-out” | September and ongoing |
| Host monthly face to face faculty meetings each month to share the “Glow and Grow” moments for the month, as well as celebrating Staff person of the Month | September 2018 and ongoing |
| Survey stakeholders to collect data on how they feel about how the first 90 days. Develop and administer additional action items based on survey data to improve staff concerns and needs. | October 2018, January 2019, April 2019, and June 2019 |

Timelines may change

**Meeting and Interviews**

The following questions will be asked of the stakeholders in order to help collect useful data.

1. What are three things that are a strength of A.G. Wright Middle School that you do not want to see change or be eliminated?
2. What are three things that are areas for concern, that you would want me to consider changing or do away with?
3. Complete this following statement, “I really hope that she wants …”
4. Complete this following statement, “I really hope that she does not want …”
5. What other advice or suggestions would you want me to consider?

**Next Steps**

As the new principal of A.G. Wright Middle, I can honestly say that my goal is to be a visible, active member of the learning community. I want both students and staff to come to school every day, excited to be here to learn and to share the love of learning with others. In order for this vision to come through, I am an administrator who is transparent and builds relationships with all the stakeholders within my school community. I have an open-door policy for any person who may have concerns about the direction, in which, the school is headed. As the leader of our school, I want to form a more productive relationship with local businesses to create a bond of need between the school and community.

My entry plan is a guide that will help ensure the four main goals are met for the 2018-2019 school year. The four goals will help increase student achievement and will increase staff morale at A.G. Wright Middle School. The four goals are: Goal one- establish and build positive relationships with all stakeholders at A.G. Wright Middle School, Goal two-identify “Glow and Grow” (strengths and areas of need) for continuous school improvement, Goal three- provide research-based instruction to students and collect data to ensure positive outcomes and growth and Goal four-develop research-based professional development to staff members to provide professional growth and learning that is beneficial to both teachers and students.

I will monitor growth through a variety of avenues to include surveys, face to face meetings, classroom observations, interactions with students, and community feelings of A.G. Wright Middle School.

Honor Code

“I, Shari Jones, having a clear understanding of the basis and spirit of the Honor Code created and accepted by the student body of Longwood University, shall at all times govern my university life according to its standards and actively work to support its principles, thereby thoughtfully accepting my responsibility for preserving the honor and integrity of all past, present, and future members of the Longwood University community of scholars. I will not lie, cheat, or steal, or tolerate those who do.”