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2022-23 Phase Two: The Needs Assessment for Schools

Hillard Collins Elementary School
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2022-23 Phase Two: The Needs Assessment for Schools
Understanding Continuous Improvement: The Needs Assessment for Schools

The Needs Assessment Diagnostic will facilitate the use of multiple sources of data to determine the current reality and establish a foundation for decision-making around school goals and strategies. Once completed, the diagnostic will lead to priorities to be addressed in the comprehensive school improvement plan to build staff capacity and increase student achievement. The needs assessment is to be conducted annually as an essential part of the continuous improvement process and precedes the development of strategic goals (i.e. desired state).

While the focus of continuous improvement is student performance, the work must be guided by the aspects of teaching and learning that affect performance. An effective improvement process should address the contributing factors creating the learning environment (inputs) and the performance data (outcomes).

The needs assessment provides the framework for all schools to clearly and honestly identify their most critical areas for improvement that will be addressed later in the planning process through the development of goals, objectives, strategies and activities. 703 KAR 2:225 requires, as part of continuous improvement planning for schools, each school to complete the needs assessment between October 1 and November 1 of each year and include: (1) a description of the data reviewed and the process used to develop the needs assessment; (2) a review of the previous plan and its implementation to inform development of the new plan; and, (3) perception data gathered from the administration of a valid and reliable measure of teaching and learning conditions.

Protocol

1. Clearly detail the process used for reviewing, analyzing and applying data results to determine the priorities from this year's needs assessment. Include names of school councils, leadership teams and stakeholder groups involved, a timeline of the process, the specific data reviewed, and how the meetings are documented.

September - October: School Administration team reviewing test scores to look for growth, areas needing for continued growth, building trends.

October 26, 2022 - Review of scores with SBDM.

October 28, 2022 - Teachers K-5 disaggregating data from their classes last year. Looking specifically for classroom trends, grade level trends, Bubble students, percentage of students scoring at each grade level. Teachers also documenting the "What worked" and next steps they need to move students forward. All documents are in Google Drive.

November 2+9, 2022 - Continued work with teachers.

October - December 2022 - Development of C-SIP goals, strategies, and activities with teams.

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ATTACHMENTS

Attachment Name

📄 Data Dive Protocol

Review of Previous Plan

2. Summarize the implementation of the goals, objectives, strategies and activities from the previous year's Comprehensive School Improvement Plan (CSIP). What was successful? How does it inform this year's plan?

Each month we review the C-SIP goals, strategies, and activities developed last year. All areas have been implemented within classrooms and the school. This review allows us to determine what goals we feel are secured with implementation, but also look at strategies that need additional support for teachers. We will continue to add strategies that have not become secure in their implementation or where teachers need additional support as documented by walk through and teacher evaluations. We the C-SIP was successful and we saw growth and development of all students as noted by the drop in Novice score and higher Proficient/ Distinguished scores. This work informs our development of this year's C-SIP because some of the strategies and activities are in their beginning stages of implementation. We will also look at next steps for continued support for teachers and how to professionally develop new teachers that are hired in the summer of 23 to begin working at Collins.

ATTACHMENTS

Attachment Name

📄 Key Elements

Trends

3. Analyzing data trends from the previous two academic years, which academic, cultural and behavioral measures remain significant areas for improvement?

Example of Trends
• The number of behavior referrals increased from 204 in 2020-21 to 288 in 2021-22.
• From 2020 to 2022, the school saw an 11% increase in novice scores in reading among students in the achievement gap.

See Attached.

ATTACHMENTS

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Attachment Name

📄 Data Forecasting

📄 Yellow Chart

Current State

4. Plainly state the current condition of the school using precise numbers and percentages as revealed by multiple sources of outcome data. Cite the source of data used.

Example of Current Academic State:
• Thirty-four percent (34%) of students in the achievement gap scored proficient on Kentucky Summative Assessment (KSA) in reading.
• Fifty-four percent (54%) of our students scored proficient in math compared to the state average of 57%.

Example of Non-Academic Current State:
• Teacher attendance rate was 84% for the 2021-22 academic year.
• Survey results and perception data indicated 62% of the school's teachers received adequate professional development.
See attachment

ATTACHMENTS

Attachment Name

📄 Key Elements

📄 Yellow Chart

Priorities/Concerns

5. Clearly and concisely identify the greatest areas of weakness using precise numbers and percentages.
NOTE: These priorities will be thoroughly addressed in the Comprehensive School Improvement Plan (CSIP) diagnostic and template.

Example: Sixty-eight percent (68%) of students in the achievement gap scored below proficiency on the Kentucky Summative Assessment (KSA) in reading as opposed to just 12% of non-gap learners.
See attachment

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Strengths/Leverages

6. Plainly state, using precise numbers and percentages revealed by current data, the strengths and leverages of the school. Explain how they may be utilized to improve areas of concern listed above.

Example: Reading achievement has increased from 37% proficient to its current rate of 58%. The systems of support we implemented for reading can be adapted to address our low performance in math.

See Attached

Evaluate the Teaching and Learning Environment

7. Consider the processes, practices and conditions evident in the teaching and learning environment as identified in the six Key Core Work Processes outlined below:

KCWP 1: Design and Deploy Standards
KCWP 2: Design and Deliver Instruction
KCWP 3: Design and Deliver Assessment Literacy
KCWP 4: Review, Analyze and Apply Data
KCWP 5: Design, Align and Deliver Support
KCWP 6: Establishing Learning Culture and Environment

Utilizing implementation data, perception data, and current policies and practices:
a. Complete the Key Elements Template.
b. Upload your completed template in the attachment area below.

After analyzing the Key Elements of your teaching and learning environment, which processes, practices or conditions will the school focus its resources and efforts upon in order to produce the desired changes?

Note that all processes, practices and conditions can be linked to the six Key Core Work Processes.

NOTE: These elements will be thoroughly addressed in the Comprehensive School Improvement Plan (CSIP) diagnostic and template.

See Attached

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Attachment Summary

Attachment Name	Description	Associated Item(s)
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📄 Data Forecasting		• 3
📄 Key Elements		• 2 • 4
📄 Yellow Chart		• 3 • 4