



## Detail Report

### Mission

Our mission is to empower students to learn, lead, and contribute.

### Vision

Our vision is one of high academic achievement for all students within a safe learning environment.

## Benchmark

### Benchmarking School & Rationale

West Springfield High School  
Home of the Spartans  
6100 Rolling Road  
Springfield, VA 22152

### Benchmark Process

1. Collaborate with a shared focus on improving overall student achievement for all students.
2. Proactively utilize our MTSS-A interventions.
3. Participate in professional development.
4. Professional Development process includes LLT's, book talks, article discussions, peer observations, workshops and courageous conversations.
5. Routinely, frequently and explicitly communicate progress to parents or guardians.

### Benchmark Details

1. We will raise achievement expectations and closing the learning gap so ALL students will Master our Essential Learnings.
2. MTSS-A interventions will be used after identifying targeted areas of need for individual students.
3. Professional development will be through Learning Level Teams and school-wide professional development.
4. Collaboration among peers will take place during the specific Learning Level Team time.
5. Parents will be notified through a letter that is sent home to all D and F students. The MTSS-A team lead will also assist in communicating to students and parents.

## Team Members

Name	Title/Relationship
Brad Brazell	Assistant Principal
Chandler Evans	Computer and Technical Education
Cindy Garraway	Technology Rich
Cindy Knoll	Math Department
David Gelmstedt	Special Education
Gail Salameh	Librarian
Jeff Baumgartner	Physical Education



Justin McLain	Assistant Principal
Kim Parker	English Language Arts
Kimberly Heinz	Assistant Principal
Lynn Miller	Principal
Marc Mur	MTSS-A Campus Lead
Robin Naylor	Spanish Department
Sara Stoller-Yates	Advanced Academics Department
Scott Lannen	Science Department
Suzanne Wooten	Social Studies Department
Toni Fioramonti	Fine Arts Department

## Goals

Priority Area 1.1.1		
Priority	Component	Objective
Excellence in Student Learning	College and Career Ready Program of Study	Deploy a guaranteed and viable curriculum in every classroom.
Goal Description		
By the end of the semester, 100% of students will achieve proficiency on all essential standards as defined by the Learning Level Team's unit planning map and measured by their unit common assessments.		
End of Year Summary		
Key Measures		
<ul style="list-style-type: none"> <li>•% of Students with grade of "F"</li> <li>•Key Measure (Summative) - Graduation rate</li> <li>•Key Measure (Summative) - % of students scoring 3 or greater on AP exam</li> </ul>		

Priority Area 2.2.3		
Priority	Component	Objective
Excellence in Workforce Performance	Workforce Development to Meet Organizational Needs	Support all employees in the deployment of continuous improvement practices.
Goal Description		
Throughout the 2016-2017 school year, all O'Connor staff will engage in collaborative Learning Level Team's that focus on improving student growth as measured by assessment data, submitting relevant artifacts and engaging in collaborative practices at least once a month with the Principal.		
End of Year Summary		



Key Measures		
<ul style="list-style-type: none"> <li>•Key Measure (Summative) - Workforce Focus Rubric: targeted key processes that are identified, deployed, and measured have undergone a cycle of improvement resulting in a change in the process</li> <li>•In-process Measure (Formative) - # of trainings available for continuous improvement</li> </ul>		

**Priority Area 3.2.2**

Priority	Component	Objective
Excellence in Stakeholder Relationships	Identify and Exceed Key Stakeholder Requirements	Utilize customer-service approaches to exceed stakeholder group expectations.

**Goal Description**

During the 2016-2017 school year, 100% of staff members at O'Connor High School will actively demonstrate an extraordinary red carpet customer service approach to all stakeholders as measured by its daily interactions within the school and the community.

**End of Year Summary**

**Key Measures**

- Key Measure (Summative) - % of students responding agree/strongly agree "at this school, I have the opportunity to do what I do best every day"
- In-process Measure (Formative) - % of processes deployed effectively (measured by QFIC) by each stakeholder group

**Priority Area 4.2.1**

Priority	Component	Objective
Excellence in Organizational Improvement and Accountability	Documented and Deployed Processes	Identify, document, deploy and monitor key processes across all campuses, departments and levels with fidelity.

**Goal Description**

4.2.1 - By the end of this school year, all staff members at Sandra Day O'Connor High School will take part in identifying, documenting and monitoring the key processes of productive interventions through careful analysis, collaboration and reflective practices within their Learning Level Teams.

**End of Year Summary**

**Key Measures**

- Key Measure (Summative) - # or % of identified KEY processes that have been documented by campuses/departments with monitoring process included

**Action Plans**



Goal 1.1.1	By the end of the semester, 100% of students will achieve proficiency on all essential standards as defined by the Learning Level Team's unit planning map and measured by their unit common assessments.		
Action Step	The World Language Department will attend a one-day conference at Arizona State University, hosted by Arizona Language Association that will focus on collaboration in the immersion model.		
Responsible Party	Robin Naylor		
Professional Development			
Quarterly Summary			
Date Initiated	September 02, 2016	Date Completed	
Status	Pending	Last Modified	9/2/2016 1:44 PM

Goal 1.1.1			
Action Step	With Learning Level Team's, they will create common summative assessments for the identified essential standards.		
Responsible Party	Learning Level Teams		
Professional Development			
Quarterly Summary			
Date Initiated	September 02, 2016	Date Completed	
Status	Pending	Last Modified	9/2/2016 1:39 PM

Goal 1.1.1			
Action Step	Learning Level Team's will identify the Essential Standards for their learning		
Responsible Party	Lynn Miller		
Professional Development			
Quarterly Summary			
Date Initiated	September 02, 2016	Date Completed	
Status	Pending	Last Modified	9/2/2016 1:38 PM

Goal 2.2.3	Throughout the 2016-2017 school year, all O'Connor staff will engage in collaborative Learning Level Team's that focus on improving student growth as measured by assessment data, submitting relevant artifacts and engaging in collaborative practices at least once a month with the Principal.		
Action Step	All staff members will meet twice per month in their collaborative Learning Level Team's. All Learning Level Team leaders will meet once per month with Dr. Miller to refine procedures and collect team data. All staff members will take the Critical Issues for Team Consideration Index in September 2016, January 2016 and March 2016.		



Responsible Party	All staff including Administration is responsible for meeting in Learning Level Team's, collecting data and for completing the Index.		
Professional Development			
Quarterly Summary			
Date Initiated	September 02, 2016	Date Completed	
Status	Pending	Last Modified	9/2/2016 1:43 PM

<b>Goal 3.2.2</b>	During the 2016-2017 school year, 100% of staff members at O'Connor High School will actively demonstrate an extraordinary red carpet customer service approach to all stakeholders as measured by its daily interactions within the school and the community.		
Action Step	<ol style="list-style-type: none"> <li>1. As part of the district committee, plan an evening event to allow senior students and their parents to meet and interact with the three state university representatives.</li> <li>2. Coordinate with student leadership groups on campus to provide help on night of the event.</li> <li>3. Work with the venue to plan and organize the event.</li> <li>4. Attend the event and provide support for all presenters.</li> </ol>		
Responsible Party	Chris Harmonson and the Counseling Department		
Professional Development			
Quarterly Summary			
Date Initiated	August 18, 2016	Date Completed	
Status	Pending	Last Modified	9/7/2016 10:30 AM

<b>Goal 3.2.2</b>			
Action Step	<ol style="list-style-type: none"> <li>1. Plan a Sophomore class parent evening to provide information on college and career pathways.</li> <li>2. Facilities requests completed and date is finalized at the school level.</li> <li>3. Invite West-MEC school rep and work with them on presentation format.</li> <li>4. Create a customized Power Point to use during the parent evening.</li> <li>5. Present information and answer questions on the date of the event.</li> </ol>		
Responsible Party	Lindsay Nelson, Tiffany Ostrowski (West-MEC rep) and the Counseling Department		
Professional Development			
Quarterly Summary			
Date Initiated	October 27, 2016	Date Completed	
Status	Pending	Last Modified	9/7/2016 10:29 AM

**Goal 3.2.2**



Action Step	<ol style="list-style-type: none"> <li>1. Plan a Junior class parent evening to provide information on college and career pathways.</li> <li>2. Facilities requests completed and date is finalized at the school level.</li> <li>3. Invite college reps and work with them on participating in a panel discussion.</li> <li>4. Create a customized Power Point to use during the parent evening.</li> <li>5. Present information, provide college panel, and answer questions on the date of the event.</li> </ol>		
Responsible Party	Kathleen Giacini and the Counseling Department		
Professional Development			
Quarterly Summary			
Date Initiated	September 22, 2016	Date Completed	
Status	Pending	Last Modified	9/7/2016 10:29 AM

<b>Goal 3.2.2</b>			
Action Step	<ol style="list-style-type: none"> <li>1. Plan a Freshmen class parent evening to acclimate parents to the the high school setting.</li> <li>2. Facilities requests completed and date is finalized at the school level.</li> <li>3. Create a customized Power Point to use during the parent evening.</li> <li>4. Present information and answer questions on the date of the event.</li> </ol>		
Responsible Party	Jennifer Miller and the Counseling Department		
Professional Development			
Quarterly Summary			
Date Initiated	August 22, 2016	Date Completed	
Status	Pending	Last Modified	9/7/2016 10:27 AM

<b>Goal 3.2.2</b>			
Action Step	Classified staff members will create annual goals to evaluate and/or create processes. This requires them to collaborate with one another.		
Responsible Party	Office Staff		
Professional Development			
Quarterly Summary			
Date Initiated	September 02, 2016	Date Completed	
Status	Pending	Last Modified	9/2/2016 2:08 PM

<b>Goal 3.2.2</b>			
Action Step	Special Services Department will focus on engagement of general education teachers. They will clearly establish due dates, give meeting reminders and ensure that general education teachers understand their role and critical value in the IEP process.		
Responsible Party	Service Coordinator Dave Gelmstedt		



Professional Development			
Quarterly Summary			
Date Initiated	September 02, 2016	Date Completed	
Status	Pending	Last Modified	9/2/2016 2:07 PM

<b>Goal 3.2.2</b>			
Action Step	Increase Parent and Student communication by deploying Connect Eds, Website, Twitter, Facebook and the new PeachJar application.		
Responsible Party	Justin McLain, Brad Brazell, Kim Heinz, Twitter Club Leaders		
Professional Development			
Quarterly Summary			
Date Initiated	September 02, 2016	Date Completed	
Status	Pending	Last Modified	9/2/2016 2:01 PM

<b>Goal 3.2.2</b>			
Action Step	Advisory Committee will be formed that consists of a randomly selected group of 15 staff members and students that will meet quarterly. Topics of discussion will include our customer service approach to all stakeholders as measured by their daily interactions and impressions within the school.		
Responsible Party	Marc Mur		
Professional Development			
Quarterly Summary			
Date Initiated	September 02, 2016	Date Completed	
Status	Pending	Last Modified	9/2/2016 1:59 PM

<b>Goal 3.2.2</b>			
Action Step	Security team will deploy stakeholder survey related to security team effectiveness to gather input from students and staff members.		
Responsible Party	Brad Garraway		
Professional Development			
Quarterly Summary			
Date Initiated	September 02, 2016	Date Completed	
Status	Pending	Last Modified	9/2/2016 1:46 PM



Goal 4.2.1	4.2.1 - By the end of this school year, all staff members at Sandra Day O'Connor High School will take part in identifying, documenting and monitoring the key processes of productive interventions through careful analysis, collaboration and reflective practices within their Learning Level Teams.		
Action Step	SDOHS will have an LLT manual that identifies key LLT processes. This is available to all teachers via the SDOHS staff canvas website.		
Responsible Party	Dr. Miller		
Professional Development			
Quarterly Summary			
Date Initiated	September 02, 2016	Date Completed	
Status	Pending	Last Modified	9/2/2016 2:11 PM

## AdvancED

## Feedback

Goal	1.1.1 By the end of the semester, 100% of students will achieve proficiency on all essential standards as defined by the Learning Level Team's unit planning map and measured by their unit common assessments.		
Feedback	9/14/2016 1:29 PM		
<p>Strength: The goal includes all essential standards and has a method of measurement: unit common assessments. Both of these are included in the action steps (creation of common summative assessments and identification of Essential Standards by LLT's). Questions to Ponder: The goal states "by end of the semester", however, the key measures include graduation rate and AP exam (end of year). How can the goal be written to reflect this is a yearlong goal? How will "proficiency" be defined? Will proficiency be the same for each common assessment? For example: 100% of students will achieve proficiency by scoring an 80% or above. How can the goal include students that may already be proficient at the beginning of the year? You may want to consider using a growth model within the goal to include students at proficiency at the beginning of the year and students who show adequate growth but still may not be at proficiency at the end of the year.</p>			

Goal	2.2.3 Throughout the 2016-2017 school year, all O'Connor staff will engage in collaborative Learning Level Team's that focus on improving student growth as measured by assessment data, submitting relevant artifacts and engaging in collaborative practices at least once a month with the Principal.		
Feedback	9/14/2016 1:29 PM		
<p>Strength: The structure of Learning Level Teams has the potential to increase collaboration on the campus. Using student assessment data as part of the measurement puts the focus on student learning. Questions to Ponder: The action steps include the use of the Critical Issues for Team Consideration Index to be taken in September 2016, January 2017, and March 2017. How can this measurement tool be included in the goal to assist in illustrating goal attainment? How could the September data lead to possible new action steps? How will assessment data, relevant artifacts, and engagement in the collaborative process be analyzed to illustrate goal attainment?</p>			



Goal	3.2.2 During the 2016-2017 school year, 100% of staff members at O'Connor High School will actively demonstrate an extraordinary red carpet customer service approach to all stakeholders as measured by its daily interactions within the school and the community.	
Feedback	9/14/2016 1:29 PM	
<p>Strength: The action steps include events for Freshman, Sophomores, Juniors, and Seniors that provide appropriate information (acclimation to high school, information on college and career paths, and interaction with university representatives) as well as action steps that include classified staff and specific departments and teams. Questions to Ponder: How will daily interactions within the school and community be measured and analyzed? The goal states "During the 2016-2017 school year"; when will goal attainment be determined? What is the responsibility of all staff during the Freshman, Sophomore, Junior, and Senior events?</p>		

Goal	4.2.1 4.2.1 - By the end of this school year, all staff members at Sandra Day O'Connor High School will take part in identifying, documenting and monitoring the key processes of productive interventions through careful analysis, collaboration and reflective practices within their Learning Level Teams.	
Feedback	9/14/2016 1:29 PM	
<p>Strength: The goal includes all staff members, and the staff is provided with a resource (LLT manual) for identifying the key processes that will be monitored and documented. Questions to Ponder: What resources and/or protocols will be used or implemented to facilitate careful analysis, collaboration, and reflective practices? The key measure includes documentation of key processes. How will documentation illustrate goal attainment?</p>		