

## Comprehensive Progress Report

**Mission:** Our mission is to provide all students with a foundation of academics, citizenship, and technology that will allow them to achieve their optimal potential in an ever-changing, global society.

Our vision is that students will master the knowledge and skills necessary to ensure life-long learning of 21st century skills. Our students will embody a core of positive character traits while building meaningful relationships both within and outside the school community with the goal of becoming lifelong productive citizens.

**Vision:**

**Goals:**

By June 30, 2024, Northwest Guilford High School will develop a MTSS Team that meets 9 times per school year to establish implementation guidelines, expectations and to review data points.

By June 30, 2024, Northwest Guilford High School will reduce the number of lost instructional days resulting from discipline referrals by 10% from 711 days in 2022-23 to 640 days in 2023-2024.

By June 30, 2024, Northwest Guilford High School will increase its overall Performance Composite by at least 3 percentage points, from 75.7% in 2022-23 to 78.7% in 2023-24.

By June 30, 2024, Northwest Guilford High School will increase the overall high school Math 1 proficiency by at least 3 percentage points, from 48.3% in 2022-23 to 51.3% in 2023-24.

By June 30, 2024, Northwest Guilford High School will decrease chronic student absences (10% or more of days enrolled) by 5 percentage points, from 369 students, which was 18.8% in 2022-23, to 13.8% of students in the 2023-2024 school year.



! = Past Due Objectives

KEY = Key Indicator

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		High expectations for all staff and students			
KEY	A1.07	ALL teachers employ effective classroom management and reinforce classroom rules and procedures by positively teaching them.(5088)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		From the opening staff meeting, school-wide rules and policies are revisited. Updates to policies are presented to the staff as a whole and reiterated in department meetings as well as new teacher and new to NW teacher meetings with our curriculum facilitator. Teachers are given laminated copies of all policies to post in their rooms. Teachers review policies with students during homerooms the first two weeks of school. Teachers are provided with a script to ensure all students are hearing the same information. Teachers are charged with reviewing classroom policies on the first day as well. They submit class syllabi to their administrator for review. Classroom policies and procedures must be posted clearly in all classrooms.	Limited Development 09/09/2017		
		Priority Score: 2                      Opportunity Score: 3	Index Score: 6		
<i>How it will look when fully met:</i>		Classroom walk-through observations will be conducted by administration to check for posted policies and procedures as well as to monitor time on task. All teachers provide a syllabus each year which outlines their classroom procedures as well as school-wide policies.		Ashley Young	06/30/2024
<i>Actions</i>			<b>1 of 3 (33%)</b>		
	2/10/21	All infractions are documented in Educator's Handbook.	Complete 10/26/2023	Wendy Farrow	06/30/2024
	<i>Notes:</i>				
	2/10/21	Discipline data from Educator's Handbook is shared at faculty meetings.		Wendy Farrow	06/30/2024
	<i>Notes:</i>				
	2/10/21	The Equity Team provides PD based on provided data in order to highlight discrepancies in discipline metrics.		Aaron Murphy	06/30/2024
	<i>Notes:</i>				
<i>Implementation:</i>			09/11/2017		
	<i>Evidence</i>	9/11/2017 Teachers were provided a script to read to students on the first day of school during fourth period 9th - 2nd period 10th - 3rd period 11th - 5th period 12th - 6th period			

<b>Experience</b>	9/11/2017			
<b>Sustainability</b>	9/11/2017 Enforcement of discipline and attendance expectations throughout the school year			

<b>Core Function:</b>	<b>Dimension A - Instructional Excellence and Alignment</b>			
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<b>Effective Practice:</b>	<b>Curriculum and instructional alignment</b>			
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KEY	A2.04	Instructional Teams develop standards-aligned units of instruction for each subject and grade level.(5094)	Implementation Status	Assigned To	Target Date
<b>Initial Assessment:</b>		Our teachers plan collaboratively in monthly department meetings, as well as weekly PLC meetings during WIN. Teachers prioritize and analyze the standards in PLC meetings, and plan appropriate assessments and instruction.	Limited Development 09/01/2016		
		Priority Score: 3                      Opportunity Score: 3	Index Score: 9		
<b>How it will look when fully met:</b>		Northwest Guilford High School will have effective, frequent department meetings that specifically address aligning instruction to the standards. These meetings will rotate weekly. Teachers will use common assessments when appropriate, and use data from those assessments to make future adjustments to instruction.		<b>Emily Gurkin</b>	<b>06/30/2024</b>
<b>Actions</b>			<b>0 of 2 (0%)</b>		
	9/27/17	All teachers will attend meetings regularly during Win to analyze data and develop strategies to improve student achievement. These meetings will be documented by minutes submitted by all PLC lead teachers to the Curriculum Facilitator.		Emily Gurkin	06/30/2024
		<i>Notes:</i> PLC meetings will take place weekly, but staff members will rotate through meetings on a monthly basis according to the schedule developed.			
	2/10/21	EOC courses will review benchmark data with our Curriculum Facilitator in order to identify learning gaps and develop plans to meet individual student needs.		Emily Gurkin	06/30/2024

Notes:

<b>Implementation:</b>		09/11/2017		
<b>Evidence</b>	6/14/2017 Based on preliminary NC Final and EOC data, we maintained or improved upon last year's proficiency.			
<b>Experience</b>	6/14/2017 Teachers met weekly during PLCs and collaborated to align instruction to the standards/objectives.			
<b>Sustainability</b>	6/14/2017 Teachers will continue to meet with PLCs; Administrators will be visible during PLCS to facilitate collaborative efforts.			

**Core Function:** Dimension A - Instructional Excellence and Alignment

**Effective Practice:** Student support services

KEY	A4.01	The school implements a tiered instructional system that allows teachers to deliver evidence-based instruction aligned with the individual needs of students across all tiers.(5117)	Implementation Status	Assigned To	Target Date
<b>Initial Assessment:</b>		Northwest High School will utilize MTSS and ILT procedures to effectively identify and address individual instructional and social-emotional student needs.	Limited Development 10/05/2016		
		Priority Score: 3                      Opportunity Score: 3	Index Score: 9		
<b>How it will look when fully met:</b>		Assessment data, meeting minutes from all IST/MTSS meetings, Fast Bridge Data, and school performance data will reflect individual student growth across all subgroups.		<b>Emily Gurkin</b>	<b>06/30/2024</b>
<b>Actions</b>			<b>0 of 5 (0%)</b>		
	9/11/17	Principal and CF will review Fast Bridge and interim data.		Emily Gurkin	06/30/2024

<i>Notes:</i>				
2/5/21	AP will review MTSS/IST meeting minutes and monitor student progress.		Emily Gurkin	06/30/2024
<i>Notes:</i>				
9/15/21	Teachers will utilize My Perspectives and Open Up curriculum resources to meet the instructional needs of students.		Emily Gurkin	06/30/2024
<i>Notes:</i>				
10/11/21	NWHS will test 98% of juniors by the end of the 2022-2023 school year. Best practices for ACT math, reading, and verbal tests will be reviewed during junior homeroom sessions leading up to the administration.		Emily Gurkin	06/30/2024
<i>Notes:</i>				
10/11/21	Counselors will utilize NWEA - MAP data, classroom data, teacher recommendations, EOC data, and GCF data to increase enrollment in Honors, AP, and CCP courses.		Emily Gurkin	06/30/2025
<i>Notes:</i>				
<b>Implementation:</b>		09/11/2017		
<b>Evidence</b>	9/11/2017 Every student who showed as a discrepancy was addressed. Some were moved.			
<b>Experience</b>	9/11/2017 Difficult placing students once the students have been scheduled.			
<b>Sustainability</b>	9/11/2017 Monitor academic progress and communication with parents.			

	KEY	A4.06	ALL teachers are attentive to students' emotional states, guide students in managing their emotions, and arrange for supports and interventions when necessary.(5124)	Implementation Status	Assigned To	Target Date			
<i>Initial Assessment:</i>	Northwest High School staff will utilize the newly added homeroom and Flex Lunch opportunities to connect with students to support their social and emotional needs.	Limited Development 10/11/2016			<i>How it will look when fully met:</i>	Students will utilize WIN opportunities to attend club meetings, tutoring, intramurals, and other SEL activities. We have developed an interclub council, and added homeroom representatives to the Student Government Association in order to address the needs of all student subgroups.		Wendy Farrow	06/30/2024
<b>Actions</b>				<b>0 of 4 (0%)</b>					
10/20/16	Administrators, Counselors, and school social worker will meet monthly to identify students that are at-risk and/or having attendance problems. Strategies will be put in place to actively support these students to reduce the number of students who drop out of school.		Wendy Farrow	06/30/2024	<i>Notes:</i>				
9/30/19	Our Equity Team, along with other student-led organizations, meet at least monthly. The Interclub Council will focus on creating and maintaining an inclusive environment for all students.		Wendy Farrow	06/30/2024	<i>Notes:</i>				
2/5/21	Teachers are encouraged to incorporate SEL activities in regular classroom instruction.		Ashley Young	06/30/2024	<i>Notes:</i>				
9/15/21	Assistant Principals will utilize behavior contracts with students that have had previous incidents. Students will also meet with Counselors and AP's after a suspension.		Donnie Watkins	06/30/2024	<i>Notes:</i>				

	KEY	A4.16	The school develops and implements consistent, intentional, and on-going plans to support student transitions for grade-to-grade and level-to-level.(5134)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>	An MTSS Team consisting of Northwest High School Counselors, Administrators, the Curriculum Facilitator and an EC Representative meets regularly to address transition concerns for individual students. Students that are off-track have individualized plans created.	Limited Development 09/11/2017				Priority Score: 3 Opportunity Score: 2 Index Score: 6
<i>How it will look when fully met:</i>	Our graduation and drop out rates will both be improved. Our current graduation rate was 98.1% for the 2021-2022 school year. NWHS will increase the 4-year graduation rate to 98.5% by the end of the 2022-2023 school year.		Liz Lucas	06/30/2024	<i>Actions</i>	0 of 5 (0%)
9/27/17	The MTSS Team will meet to identify concerns with individual students.		Stacy Garner	06/30/2024	<i>Notes:</i>	
9/27/17	All teachers must contact the parent/guardian of every student who is failing their course at least once a quarter. Parents/guardians of students not meeting expected growth should also be contacted at least once a quarter. All teachers should submit documentation of this contact using the appropriate form managed by Student Services.		Stacy Garner	06/30/2024	<i>Notes:</i>	
9/27/17	Counselors serve as the "graduation coach" for the respective caseloads. They will work with Administrators, EC teachers, and the Curriculum Facilitator to identify, remediate, or advance students to the appropriate number of credits to remain on cohort.		Stacy Garner	06/30/2024	<i>Notes:</i>	
9/27/18	The EC department will have monthly meetings with the Counseling Department to discuss the progress of at-risk students.		Chrystie Wear	06/30/2024	<i>Notes:</i>	
10/11/21	The school will utilize after-school Learning Hubs to provide tutoring opportunities to students recognized to be in danger of falling off cohort or not graduating on time.		Wendy Farrow	06/30/2024	<i>Notes:</i>	
<i>Implementation:</i>		09/16/2018			<i>Evidence</i>	6/19/2018 The spreadsheet is available to counselors, EC teachers, and administrators.

<b>Experience</b>	6/19/2018 The form was sent out after every quarter. EC teachers and counselors reviewed the form.			
<b>Sustainability</b>	6/19/2018 PLC meetings between counselors, EC teachers, and the Graduation Coach would add additional support.			

<b>Core Function:</b>	<b>Dimension B - Leadership Capacity</b>
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<b>Effective Practice:</b>	<b>Strategic planning, mission, and vision</b>
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	<b>B1.01</b>	<b>The LEA has an LEA Support &amp; Improvement Team.(5135)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>
<b>Initial Assessment:</b>		Guilford County Schools has a Support and Improvement team that is responsible for the work set forth in any of the LEA indicators. The district leadership team will be responsible for reviewing the Title I Priority and Focus plans annually in conjunction with the School Improvement Plan. This team will also monitor any reports required as a Title I Priority or Focus school.	Limited Development 09/12/2016		
<b>How it will look when fully met:</b>		We have an active SBLT, Climate Committee, and Equity Team at Northwest High School that meet monthly.		<b>Emily Gurkin</b>	<b>06/30/2024</b>
<b>Actions</b>			<b>0 of 2 (0%)</b>		
	9/11/17	The School Based Leadership Team (SBLT) and subcommittees will meet at least monthly (or as needed) and will report their activities to the larger staff. Minutes of all subcommittees will be documented.		Emily Gurkin	06/30/2024
	<i>Notes:</i>				
	2/10/21	Our Instructional Leadership Team meets regularly to assess pertinent instructional data to determine interventions and professional development needs.		Ashley Young	06/30/2024
	<i>Notes:</i>				



	KEY	B1.03	A Leadership Team consisting of the principal, teachers who lead the Instructional Teams, and other professional staff meets regularly (at least twice a month) to review implementation of effective practices. (5137)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>			We have an active SBLT, Climate Committee, and Equity Team at Northwest High School that meet monthly.	Limited Development 09/12/2016		
<i>How it will look when fully met:</i>			The School Based Leadership Team (SBLT) and subcommittees will meet at least monthly (or as needed) and will report their activities to the larger staff. Minutes of all subcommittees will be documented.		Emily Gurkin	06/30/2024
<b>Actions</b>				<b>0 of 3 (0%)</b>		
10/20/16	The Leadership and/or additional instructional teams and SBLT subcommittees will meet at least twice per month to analyze student performance data (interim assessments, NWEA data, and FastBridge data) and monitor progress throughout the school year as it relates to stated school goals. Data will be shared with teachers to analyze in weekly PLC meetings.			Emily Gurkin	06/30/2024	
<i>Notes:</i>						
2/10/21	The school has established an Equity Team that meets at least once a month. The Unity Committee is a sub-committee of the Equity Team. Both of these groups address school climate and culture based on the current needs of the school and community.			Aaron Murphy	06/30/2024	
<i>Notes:</i>						
9/15/21	Teachers meet weekly with PLCs to discuss instruction, common assessment data, and course standards.			Emily Gurkin	06/30/2024	
<i>Notes:</i>						

Core Function:		Dimension B - Leadership Capacity			
Effective Practice:		Distributed leadership and collaboration			
KEY	B2.03	The school has established a team structure among teachers with specific duties and time for instructional planning.(5143)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Ms. Burnett-Collins has developed a structure where teachers have PLC meetings, tutoring, supervision, and flex time scheduled to meet the needs of students.	Limited Development 10/05/2016		
<i>How it will look when fully met:</i>		The master schedule for WIN is constructed to allow for more collaborative time for EOC subjects. All staff will rotate through a weekly schedule that includes PLC meetings, department meetings, supervision, tutoring, and club meetings.		Amanda Burnett-Collins	06/30/2024
<b>Actions</b>			<b>0 of 2 (0%)</b>		
	9/11/17	A "whole staff" schedule will be created at the beginning of the school year and then modified as needed. The WIN handbook is posted to the website.		Emily Gurkin	06/30/2024
<i>Notes:</i>					
	2/10/21	A supervision schedule is created, where all staff cover duties. Teacher planning is protected.		Emily Gurkin	06/30/2024
<i>Notes:</i>					

Core Function:		Dimension B - Leadership Capacity			
Effective Practice:		Monitoring instruction in school			
KEY	B3.03	The principal monitors curriculum and classroom instruction regularly and provides timely, clear, constructive feedback to teachers.(5149)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Administrators provide regular feedback to teachers via classroom observation and NWEA/benchmark data. EVAAS data is reviewed with teachers as needed, and additional information and support will be provided by district coaches. We assign mentors for beginning teachers, and monitor the level of support.	Limited Development 10/11/2016		
<i>How it will look when fully met:</i>		Northwest High School Administration will support teachers and provide resources needed to support instruction throughout the school. Teacher sill have opportunities for regular collaboration; the Principal will work with the Curriculum Facilitator to develop and implement relevant PD opportunities for staff.		Ashley Young	06/30/2024
<b>Actions</b>			<b>0 of 4 (0%)</b>		
	10/20/16	Administrators will review pertinent data with teachers. Data that is deemed appropriate and necessary by the principal will be shared with the entire staff throughout the year.		Ashley Young	06/30/2024

<i>Notes:</i>				
2/10/21	Teachers receive formal feedback via the evaluation process.		Ashley Young	06/30/2024
<i>Notes:</i>				
9/15/21	The Curriculum Facilitator provides regular feedback and coaching to beginning teachers.		Emily Gurkin	06/30/2024
<i>Notes:</i>				
9/15/21	The Assistant Principals and Curriculum Facilitator attend PLC Meetings.		Emily Gurkin	06/30/2024
<i>Notes:</i>				

<b>Core Function:</b>		<b>Dimension C - Professional Capacity</b>			
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<b>Effective Practice:</b>		<b>Quality of professional development</b>			
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KEY	C2.01	The LEA/School regularly looks at school performance data and aggregated classroom observation data and uses that data to make decisions about school improvement and professional development needs.(5159)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Administrators provide regular feedback to teachers via classroom observation and NWEA/benchmark data. EVAAS data is reviewed with teachers as needed, and additional information and support will be provided by district coaches. We assign mentors for beginning teachers, and monitor the level of support.	Limited Development 10/05/2016		
<i>How it will look when fully met:</i>		Teachers will meet in PLCs to review assessment data and develop enrichment/remediation activities based on student needs.		<b>Ashley Young</b>	<b>06/30/2024</b>
<b>Actions</b>			<b>0 of 3 (0%)</b>		
9/27/17	Teachers will perform an item analysis on assessment data to identify standards not mastered after every unit. Teachers will utilize this data to develop quality tasks to implement in the classroom to achieve mastery.			Emily Gurkin	06/30/2024
<i>Notes:</i>					
9/27/17	Teachers will identify common misconceptions while sharing and developing quality tasks to ensure student mastery of key concepts during PLC meetings. These misconceptions and tasks will be documented in PLC meeting minutes submitted to the curriculum facilitator.			Emily Gurkin	06/30/2024
<i>Notes:</i>					
9/15/21	Professional Development activities will be developed based on analysis of PLC meeting minutes.			Ashley Young	06/30/2024

Notes:

Core Function:		Dimension C - Professional Capacity			
Effective Practice:		Talent recruitment and retention			
KEY	C3.04	The LEA/School has established a system of procedures and protocols for recruiting, evaluating, rewarding, and replacing staff.(5168)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		It is the policy of the Guilford County Board of Education that a continuous system of recruitment and selection of personnel be maintained in order to assure competent candidates for vacancies as needed. The district attaches a high priority to securing the most competent personnel available and, once they are employed, in assisting them in their professional growth and development throughout their careers. The district regards a personnel evaluation plan as a critical and essential part of professional growth. The Board acknowledges that the most important aspect of attaining excellence in education is the quality of the teaching staff and the administrative staff. The Board therefore adopts as policy and states its determination to strive for such excellence, and further declares its intent to employ and reemploy only those teachers and administrators who possess, have exhibited, and continue to strive for excellence in their preparation for, performance of, and contribution toward the educational process. Achievement of a proficient rating on the North Carolina Teacher or Administrator summative evaluation is the minimum acceptable standard of performance for teachers and administrators in this school system. However, proficient performance shall not constitute any assurance to any teacher or administrator of rights to or consideration for employment or reemployment. The Board of Education holds all personnel accountable for striving for a summative rating of distinguished on all performance.	Limited Development 10/05/2016		
<i>How it will look when fully met:</i>		We recruit and hire highly qualified staff when vacancies occur. We actively recruit effective individuals when the need arises.		Ashley Young	06/30/2024
<i>Actions</i>			0 of 3 (0%)		
	9/14/17	Northwest Guilford High School will adhere to the evaluation calendar deadlines set forth by the county. All teachers will be assigned an evaluation cycle based on their renewal year and/or completion of beginning teacher status. All evaluations/observations will be documented in TruNorthlogic.		Ashley Young	06/30/2024
<i>Notes:</i>					
	2/5/21	New teachers are supported by Administrators and the Curriculum Facilitator. Regular meetings occur with staff, as well as mentors.		Emily Gurkin	06/30/2024

<i>Notes:</i>				
2/10/21	Interview Teams are set up to evaluate potential candidates for vacancies.		Ashley Young	06/30/2024
<i>Notes:</i>				

<b>Core Function:</b>	<b>Dimension E - Families and Community</b>			
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<b>Effective Practice:</b>	<b>Family Engagement</b>			
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KEY	E1.06	The school regularly communicates with parents/guardians about its expectations of them and the importance of the curriculum of the home (what parents can do at home to support their children's learning).(5182)	Implementation Status	Assigned To	Target Date
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<i>Initial Assessment:</i>	Northwest High School sets forth expectations that teachers utilize Canvas/ websites to communicate with parents about course expectations. The school also uses the ConnectEd phone system. and the school website, to send important announcements and expectations to families. Social media is also a powerful tool used to reach parents who may not regularly check the school website. Counseling also provides regular email blasts and newsletters. Our PTSA sends out a weekly newsletter and maintains multiple social media accounts. Additionally, Counseling has set p individual Canvas pages for each grade level. We also send multiple announcements via Canvas schoolwide.		Limited Development 10/05/2016		
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<b>How it will look when fully met:</b>	Students and parents are regularly accessing the information provided by ConnectEd calls, newsletters, All Timely platform, the school website, email blasts, and Canvas announcements			<b>Ashley Young</b>	<b>06/30/2024</b>
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<b>Actions</b>			<b>0 of 4 (0%)</b>		
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9/11/17	The principal will send a weekly ConnectEd update every Sunday.		Ashley Young	06/30/2024
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*Notes:*

2/5/21	We will also utilize our school webpage and Canvas for pertinent announcements.		Ashley Young	06/30/2024
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*Notes:*

2/10/21	The school will regularly communicate via social media avenues (PTSO newsletter, Facebook page, Twitter, school website, student council Instagram page, Counseling Instagram page).		Ashley Young	06/30/2024
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*Notes:*

2/10/21

Individual teachers will develop a variety of communication methods (including All Timely, Remind, websites, Twitter, Canvas announcements, TV announcements).

Ashley Young

06/30/2024

*Notes:*