



DIRECTOR PROFESSIONAL GROWTH PLAN 2024-25 School Year

Goal: The Director will effectively complete newly assigned job duties including teacher evaluations, grants management and ADE compliance steps as well as evaluating and modifying new organizational structure as needed.

Purpose/Benefit:

- Increase teacher effectiveness by utilizing a consistent evaluation process thereby increasing student achievement and building community trust/investment/involvement in school.
- Ensure smooth transition of roles to elementary and middle school coordinators to increase overall staff satisfaction and efficiency.
- Decrease teacher stress and frustration by providing resources and consistent support either from the Director or from elementary and middle school coordinators.
- Ensure legal compliance.

Strategies:

- ❖ Utilize a research-based teacher evaluation framework and provide for consistent and effective implementation of the process ensuring compliance with A.R.S. 15-537.
- ❖ Utilize YCESA Grants Manager to ensure timely completion of all LTCS School Grants ensuring fiscal stability.

Action steps:

1. Attend Qualified Evaluator Training in May 2024.
2. Facilitate availability of Middle School and Elementary Coordinator attending QIT in January or February of 2025.
3. Utilize current evaluation process, Danielson Model, monitor for effectiveness and revise as necessary.
4. Attend ADE's Principal Leadership Academy in SY2025 (begins August 2024-March 2025).
5. Provide resources for Elementary and Middle School Coordinator to have one day per month out of their classroom to observe/mentor/provide feedback to classroom teachers.
6. Consistent bi-weekly classroom walkthroughs with informal feedback by Director
7. Manage and apply for all school grants including ESEA Consolidated Entitlement Grant (Title I, Title II, Title IV and RLIS Grants)
8. Create Title I, II, and IV budgets with input from Title I coordinator, using information compiled in CNA, Fishbone and IAP.
9. Complete annually GSA and LEA's self-assessments.
10. Monitor Sam.gov for compliance.
11. Completes all cycle monitoring tasks in GME/ALEAT and monitors all state required deadlines for grant related tasks.
12. Ensure timely compliance with ADE requirements including MOWR, ALEAT and GME.

13. Monitor, revise and implement school-wide improvement plan
 - a. Lead staff in the completion of the CNA, IAP and RCA annually
 - b. Ensure CNA, IAP and RCA ensure student success

Desired Outcomes and Evidence of Success:

- Timely completion of all formal evaluations as evidenced by hard copies of all evaluation documentation.
- Increased student achievement and teacher effectiveness as evidenced by benchmark assessments.
- Timely completion of school grants.

Goal: The Director will continue to strengthen the formal behavior program used at LTCS including the ability to track data, staff professional development and monitoring of student achievement with regards to Conscious Discipline and behavior management.

Purpose/Benefit

- To utilize data that will assist in promoting the behavior program with Conscious Discipline and behavior management for LTCS
- To increase teachers effectiveness with the use of data to inform decisions on student behavior and social and emotional learning.
- To continue to build our Professional Learning Communities where teachers analyze data and use data to inform instruction with a focus on student behaviors, attendance and tardies.
- Implementation and support of Conscious Discipline strategies school wide.
- Improve student achievement by reducing absenteeism.
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Strategies:

- ❖ The Director will provide or schedule PD for staff on Conscious Discipline strategies.
- ❖ Monthly review of office referral and safe space usage.

Action Steps:

1. Facilitate e-course entitled "Powers of Resilience" by Conscious Discipline
2. Facilitate all staff on site training by Conscious Discipline trainer for "Ignite and Excite"
3. Facilitate one day on site coaching of Conscious Discipline trainers.
4. Facilitate and participate in quarterly leadership meetings with Conscious Discipline trainers.
5. Continue to use monthly tracking form for all behavior referrals to ensure year to year data is captured.
6. Monthly check in at staff meetings regarding the current state of behaviors in classrooms.
7. Use SEL classrooms evaluation tool 1x/year in established classrooms and 2x/year in new teacher classrooms.
8. Provide staff with on-going Conscious Discipline training to support student social and emotional learning as needed.

9. Attend or facilitate representation of administration at parent information nights with informational session on Conscious Discipline.
10. Attend or facilitate representation of administration at parent information nights with informational session on Discipline Steps at LTCS.
11. Attend or facilitate representation of administration at parent information nights with informational session on the effects of absences on academic achievement and behaviors..

Desired Outcomes and Evidence of Success:

- Increased student achievement and teacher effectiveness as evidenced by attendance, tardies and behavioral issues..
- Increased staff knowledge and effectiveness with utilizing Conscious Discipline strategies as evidenced by decreased behavioral referrals.
- Decreased student behaviors a/e/b discipline tracking forms

Goal: La Tierra Community School will build strong Community Relationships by continuing to strengthen community relationships/school traditions and events, communication of vision for high achievement to families/community.

Purpose/Benefit

- Improve student achievement by reducing absenteeism and increasing family engagement.
- Increased parental involvement.
- Strengthen newly modified Community Connections by creating community relationships with the vast community resources available to our school and students.

Strategies:

- ❖ Attend multiple community outreach events to make LTCS more visible within the greater Prescott community.
- ❖ Maintain visibility and accessibility for parents by attending Parent Information Nights and community events and special functions within LTCS.

Action Steps:

1. Inform parents at initial Parent Information Nights with reminders throughout the year about the importance of volunteering at LTCS.
2. Maintain classroom expectations of at least 6 "Community Connections" per year and help teachers achieve this goal with support of finances, location of appropriate resources and office support with ensuring parent compliance with transportation guidelines.
3. Meet with teachers at beginning of school year teacher to determine volunteer needs as well as brainstorm strategies for increased parental involvement for FY25
4. Quarterly newsletter blurb. Newsletter creation to be completed by Media Coordinator.
5. Creation of master calendar with notifications to parents 2 weeks in advance of events
6. At least bi-weekly email to parents.
7. Update website as needed.

8. Ensure classroom teachers are completing task of Facebook/Instagram postings to Media Coordinator as assigned and in a timely fashion.
9. Arrange for a newsletter PD for all teachers during teacher work week in July to help them create a template for use for weekly classroom newsletters.
10. Create expectation of teacher contact of parents within 2 weeks of school start to tell parents one good thing about their student.
11. Provide tours to prospective parents.
12. Kindergarten information nights held for prospective Kindergarten parents in February 2025.
13. Participate in Kindergarten Fair.
14. Participate in Earth Day celebration.
15. Participate in SciTech Fest.
16. Become a member of the Prescott Chamber of Commerce.
17. Ensure kindergarten co-teachers visit local preschools in January 2025 to share data for prospective Kindergarten families and create relationships with preschool operators.

Desired Outcomes and Evidence of Success:

- Parent Attendance at Community Events
- Parent participation in volunteer opportunities
- Full Kindergarten Enrollment for SY2025-2026
- Increase in Parent Satisfaction Survey Results