

November 22, 2024

Dear Parent/Guardian:

As a parent/guardian of a student in **Metro School**, I am writing this letter to let you know that **Metro School**, has been designated as a Comprehensive Support & Improvement Low-Performing (CSI-LP) school by the North Carolina State Board of Education. As stated in ESSA Section 1111(c)(4)(D)(i), North Carolina had to identify schools for comprehensive support and improvement. CSI-LP schools in North Carolina are those found in the lowest-performing 5 percent of all schools receiving Title I funding. The intent of this opportunity is to improve educational outcomes for all students, close achievement gaps, increase equity, and improve the quality of instruction.

As a CSI-LP school, **Metro School** is required to develop a comprehensive plan that specifically addresses how the school will improve student achievement. The plan will also include how our district will support us and monitor the progress of our school. The comprehensive plan will address the following areas:

- Classroom Management
- Standard-aligned Instruction
- Professional Learning Communities (PLCs)
- Instructional Leadership
- Recruitment & Retention of Effective Teachers
- Support for Grade-to-Grade Transitions
- Implementation of a Tiered Instructional System
- Data-Driven Decision Making
- Student Support Services
- Family and Community Engagement

We have set the following goals for **Metro School** this year:

- Provide a positive school climate, under CMS regulation JICK-R, by promoting a safe learning environment free of bullying and harassing behaviors.
- To provide a duty-free lunch period for every teacher on a daily basis.
- Provide a duty-free instructional planning time for every teacher under G.S.115C-105.27 and -301.1, with the goal of proving an average of at least five hours of planning time per week, with the maximum extent that the safety and proper supervision of students may allow during regular student contact hours.
- The percent of Kindergarten through 2nd grade students scoring at or above benchmark in early literacy as measured by ULS Benchmarks will increase from 0 % in SY2023-24 to 10 % in SY2024-25.
- The percent of students scoring College and Career Ready (CCR) on reading End of Grade assessments (NC Extend 1) in grades 3-8 will increase from 0 % in SY2023-24 to 10 % in SY2024-25.
- The percent of students scoring College and Career Ready (CCR) on Math 1 assessments (NC Extend 1) will increase from 0 % in SY2023-24 to 10 % in SY2024-25.
- The percent of rising 12th grade students on track to graduate from high school enrolled, enlisted or employed will increase from ___% in SY2023-24 to ___% in SY2024-25.
- The percent of students scoring College and Career Ready (CCR) on Math 1 assessments (NC Extend 1) ,will increase from 0 % in SY2023-24 to 10 % in SY2024-25.
- 100% of teachers will implement Capturing Kids Hearts
- The school will retain 85% of its highly effective classroom teachers throughout the 2024-25

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Our students need to experience higher achievement levels, but it will require hard work on the part of staff, students and families. Here are some strategies **Metro School** will be implementing:

- All staff will be trained in Capturing Kids Hearts.
- All staff will implement Capturing Kids Hearts with fidelity.
- Budget: \$10,000 (Instructional Field Trips) & \$7,779.51 (Supplies and Materials)
- Action: School will use \$10,000 of their Title I funds to extend learning opportunities to students through field trips that are directly aligned to the NC Extend I content standards. In addition to this, \$7,779.51 of Title I funds will be used for supplies and materials to enhance the learning environment for students.
- ILT Team will create a coaching/modeling plan for teachers to deliver evidence-based instruction that is aligned with the individual needs of students across all tier levels.
- ILT Team and CTs will identify students who demonstrate the need for additional support and will receive re-teaching, re-grouping, and re-assessment to monitor progress towards growth.
- Student services team will revise a clear teaming structure with assigned roles and responsibilities and a consistent meeting schedule and agenda to discuss student specific interventions and progress monitoring data for Metro-created, tiered intervention plans.
- Admin team and members from the ILT will create and establish a school-wide behavior matrix to establish effective classroom management and reinforce school rules and procedures by positively teaching them.
- Execute a three tiered Attendance Plan to decrease our number of chronically absent students by 30% from 2023-24. (Attendance Plan)
- Student services team will revise a clear teaming structure with assigned roles and responsibilities and a consistent meeting schedule and agenda to discuss student specific interventions and progress monitoring data for Metro-created, tiered intervention plans.
- Members of the admin team and student services team will plan and conduct intake meetings with parents of new students and staff members to discuss and understand the IEPs, medical/care needs, and establish a relationship upon enrollment to help with preparedness of school and increase student success.
- Admin team will create and share the google form for teachers to submit the grade level transition plan that includes important student information, behavior data, and additional notes that may not be addressed on IEPs to assist with students and staff being prepared for the next grade level.
- Student services team will develop and conduct professional development for staff and parent workshops for families to provide information on resources available that will assist with our student population transitioning through and past our school. Resources include; vocational programs, living arrangements, and post-secondary opportunities.
- The instructional leadership team will meet to discuss instructional practices to facilitate effective tools needed to see growth in the school improvement plan. The team will create agendas and share with their collaborative teams and with the school improvement team.
- The collaborative teams (PLCs, CTs) will meet weekly to discuss instructional practices to facilitate effective tools needed to see growth in the classroom. Teams will also discuss student data on benchmark assessments and behavior goals. The team will create agendas and share with the instructional leadership and admin teams.
- The principal will develop a walkthrough calendar with look-fors to assess the current state of curriculum implementation, SEL instruction, tiered interventions, and classroom management.
- The principal will create ongoing professional development for instructional leaders that focus on developing and coaching collaborative teams to develop teams and systems that will help with school improvement.
- ILT Team will create a coaching/modeling plan for teachers to deliver evidence-based instruction that is aligned with the individual needs of students across all tier levels.
- Collaborative teams will meet weekly to discuss student progress and opportunities for growth and instructional realignment to plan effective lessons that will assist in school improvement.
- Members of the admin team will develop Internal Core Action walks that are to be completed by the ILT members to provide insight on current instructional practices and provide immediate feedback on adjustments that should be made to promote positive student outcomes.
- The admin team will Work with the ILT, SIT, and PTO to create ways to attract highly qualified staff. The admin team will review feedback from staff on necessary changes.
- The admin team will attend the CMS job fairs and work closely with the CMS recruitment staff to attract highly

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- qualified candidates.
- Budget: \$ 57,583.22 (Title I New Teacher Coach position)
- Action: School will use Title I funds to hire a Title I New Teacher coach to support new teachers and teachers that are new to Metro School in efforts to retain highly qualified staff.
- The admin team will utilize CSI/Title I funds for the following items listed below to assist with the school's instructional priorities and enhance learning for the 2024-2025 school year.
- 4x \$5,000= \$20,000 Teacher Recruitment Bonus (PRC 105)
- EIT 2 Position (Dept 905)
- OutTeach Professional Development \$13,200 (Will be PRC 105) (will send invoice with breakdown for explanation)
- AbleSpace: Instructional Monitoring (Invoice Sent, Demo to help with explanation) \$5,731.20
- Student services team will develop and conduct professional development for staff and parent workshops for families to provide information on resources available that will assist with our student population transitioning through and past our school. Resources include; vocational programs, living arrangements, and post-secondary opportunities.
- Metro School teachers will complete weekly posts in Parent Square outlining the instructional content being taught for the week which will include supplemental resources that parents can utilize to enhance behavioral, communication, and instructional needs of individual students to help increase parent/family engagement and build the relationship between home and school.
- Budget: \$1,870.00 (Family Engagement)
- Action: School will use \$1,870.00 for parent engagement activities such as workshops, community transition fairs that focus on post educational opportunities for students with disabilities.

Parent engagement is at the heart of our school improvement efforts. Here are some ways we can work together:

- Make sure that both you and your student are aware of academic expectations set for your student this school year. A list of learning objectives in student-friendly language is available from your student's teacher(s).
- Call [Krystle Coles at 980-343-5450](tel:980-343-5450) if you have questions or concerns about your student or to set up an appointment to meet with a school staff member who will be working with your student.
- Make sure that your student is prepared and attends school each day.
- Monitor your student's homework.
- Monitor the progress your student is making and attend meetings with your student's teacher(s).
- Keep track of our website and social media sites.
- Volunteer.
- Join the [Metro PTO](#)

Sounds like a lot but preparing our students so that they can succeed is not easy and is a group effort. Here are some resources available to help:

- Graduation requirements: www.ncpublicschools.org/gradrequirements/
- K-12 standards in academic subjects: www.ncpublicschools.org/curriculum/
- State student achievement test results: www.ncpublicschools.org/accountability/
- N.C. School Report Cards: <https://www.dpi.nc.gov/data-reports/school-report-cards>

We're excited about this school year and are working to make it a success for your student. Already, we have:

- **Metro Student Showcase/Curriculum Night,**
- **Title I Parent Meeting**
- **School Improvement Team Meeting**
- **Teachers are creating weekly lesson plans during Collaborative Team Meetings aligned with grade level**



Charlotte-Mecklenburg Schools

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Metro School

405 South Davidson Street
Charlotte, North Carolina 28202

- curriculum.
Capturing Kids' Hearts Training.

If you have questions about the content of this letter, please contact **Krystle Coles** at krystle.coles@cms.k12.nc.us or 980-343-5450.

Sincerely,

Fermandi Dyson

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