

Francis Howell North 18-19 School Improvement Plan

ACHIEVEMENT

2 YEAR GOAL:

1. Student EOC Achievement: FHN will earn the following MPI scores in tested subject areas

EOC Test	2017-2018 actual	Goal	Growth
Comm Arts 2	407	411.07	4.7 @ 1% growth
Biology	416.9	421.1	4.2 @ 1% growth
Algebra	369	383.7	14.7 @ 4% growth
Government	413	417.2	4.2@ 1% growth

2. Advanced Placement (AP): FHN will increase AP enrollment for the 2018-2019 school year from 493 to 600.
3. College and Career Readiness:
4. ACT: FHN students will achieve a composite score of 22 on the ACT.
5. Interventions: Through systematic and tiered interventions, FHN will reduce the % of D's and F's to below 10% during the 2017-2018 school year.

2 YEAR GOAL - Update/Adjustments:

Progress update:

SMART STRATEGY # 1: Through systematic and tiered interventions, FHN will reduce the % of D's and F's to below 10% during the 2018-2019 school year.

Person Responsible for Reporting Progress: Associate Principal

Progress Metric: Quarterly Grade Data

SMART STRATEGY #2: Updates and Adjustments:

Qtr. 1:

Qtr. 2:

Qtr. 3:

Qtr. 4:

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ACTION STEPS:	TIMELINE:	PERSON RESPONSIBLE FOR REPORTING PROGRESS:
1) Progress Monitoring report for students will be generated. Based on the risk factor score from data Administrators will work with students to identify supports necessary. Students with 3 or more points are being monitored by Administrators and Counselors. The report will be sent to Administrators, Counselors and SPED Case Managers.	Weekly	Administrators
<i>Progress update:</i>		
2) Student Teacher Assistance Team (STAT) will meet to review students who have been referred for needing interventions to help them be successful. Initial meeting will occur with STAT coordinator and the team will meet with individual students to determine appropriate interventions. Contact is made with parents and teachers after the meeting to share information and interventions determined.	6 meetings during the year	Administrators, STAT Team
<i>Progress update:</i>		
3) Success core class model will be utilized for both regular education and special education students. Students have been identified based on scores from previous year and placed into Success rooms for support. Success classes will develop lessons to front-load students with information necessary to be successful in core classes and will provide interventions based on assessment data. Success classes will teach study tips and test-taking tips.	Monitored through STAT Team Meetings	Administrators, STAT Team, Success Teachers
<i>Progress update:</i>		
4) Guided study hall will be a Tier III intervention for students needing specific and strategic support. Teachers will work with students to check grades, set and monitor goals and provide the necessary support for them to be successful.	Monitored through STAT Team Meetings	Administrators, STAT Team
<i>Progress update:</i>		
5) Utilize Knight Time for students to check grades and develop an action plan to get grades back on track.	Homeroom Intervention Time	Administrators, Knight Time Homeroom Committee
6) Develop a privilege system through Knight Time homeroom where students can who do not have D's and F's can choose alternate locations to spend time.	Completed by end of 1st semester	Administrators, Knight Time Homeroom Committee
<i>Progress update:</i>		
SMART STRATEGY # 2: Increase enrollment in AP courses from 493 to 560 for the 18/19 school year. Person Responsible for Reporting Progress: Associate Principal Progress Metric:		
SMART STRATEGY #3: Updates and Adjustments: Qtr. 1: Qtr. 2: Qtr. 3:		

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Qtr. 4:		
ACTION STEPS:	TIMELINE:	PERSON RESPONSIBLE FOR REPORTING PROGRESS:
1) Host a parent/student Advanced Placement night to provide information on benefits of taking AP classes and how to best support your student through AP classes. (Type 2) <ul style="list-style-type: none"> ● College recruiter talking about AP Performance and college ● Activity to showcase kids and the work they are doing in AP ● Students currently in AP speak to parents on the benefits 	1st Semester	Administrator
<i>Progress update:</i>		
2) Develop benefits of AP video highlighting students, teachers and counselors. Video will be shared with students and families to show the importance. (Type 2)	End of 1st semester	Associate Principal
<i>Progress update:</i>		
3) AP Committee will evaluate our current reality and develop a system to identify and promote more students placed in these classes. Develop steps to ensure students have supports in place to help them succeed in AP classes. Look at vertical integration to ensure success in AP classes.	Quarterly	Administrator
<i>Progress update:</i>		
4) FHN will systematically identify students who have the ability to take AP courses and work with families to understand the benefits of these classes. Students will be placed into these courses for the 2019-2020 school year.	Enrollment	Guidance, all FHN Staff
<i>Progress update:</i>		
5) Implementation and monitoring of AP Foundations course supporting first time AP students	Quarterly	Associate Principal
<i>Progress update:</i>		
SMART STRATEGY #3: Increase the overall ACT performance from __ in 17/18 to __ in 18/19. Person Responsible for Reporting Progress: Progress Metric:		
SMART STRATEGY #1: Updates and Adjustments: Qtr. 1: Qtr. 2: Qtr. 3: Qtr. 4:		
ACTION STEPS:	TIMELINE:	PERSON RESPONSIBLE FOR REPORTING PROGRESS:

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1) Students will be identified off of 10th grade PACT scores to take ACT prep class as a Junior. During the ACT prep class in Communication Arts and Math will take a mock ACT at the beginning of the semester and another at the end to measure growth on the test. Teachers will identify and implement test taking strategies to improve student learning.	Semester	Associate Principal, ACT Prep Class Teachers
<i>Progress update:</i>		
3) All Juniors will be enrolled in ACT prep course on Study Island. Instructions for use and monitoring will be shared in English III classes and with parents. (Type 12,14)	End of September	Administrator
<i>Progress update:</i>		
4) Identify juniors and seniors on free and reduced lunch and provide vouchers to pay for ACT registration up to two times. Parents will be notified when the vouchers will be used.	2018-2019 school year	Guidance Department
<i>Progress update:</i>		
5) Communication Arts will implement tutoring program during the 2018-2019 school year to work with students on ACT grammar and reading strategies. <ul style="list-style-type: none"> ● Communicate with parents through e-mail, e-news and social media opportunities available 	2018-2019 school year	Administrator, CA department
<i>Progress update:</i>		
5) Provide opportunities for parent and student information nights. Identify the needs of families and students to understanding ACT. <ul style="list-style-type: none"> ● Create a video for parents to help them understand ACT preparation 	End of 1st Quarter	Administrator
<i>Progress update:</i>		

SMART STRATEGY #4: Improve MSIP 5 Standard 3:1-3 (CCR Assessment) percentage scoring at or above state average by 5 percentage points, with a minimum goal of 80%. Person reporting progress: Hostetler/Greer Progress Metric:		
SMART STRATEGY #2: Updates and Adjustments Qtr. 1: Qtr. 2: Qtr. 3: Qtr. 4:		
ACTION STEPS:	TIMELINE:	PERSON RESPONSIBLE FOR REPORTING PROGRESS:
1) Working with central office administration, FHN admin will provide counseling center personnel professional development on understanding MSIP CCR data and its impact on students.	1st Quarter	Principal/ Associate Principal

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<i>Progress Update:</i>		
2) With guidance from FHN admin, counseling center personnel will work to disaggregate CCR 3:1-3 data from previous years to a student level to understand the changes in scores that have taken place in the last three years.	2nd Quarter	Principal/ Associate Principal
<i>Progress Update:</i>		
3) The counseling center personnel will check the CCR assessment status of every member of the CO '19 and will help every student who has either underperformed or not performed to connect with the appropriate test for their career aspirations.	3rd Quarter	Principal/ Associate Principal
<i>Progress Update:</i>		
4) With guidance from FHN admin, the counseling department will begin exploring what would be necessary to begin the census administration of the ASVAB to sophomores, with the goal of test administration by the end of 1st semester.	2nd Quarter	Principal/ Associate Principal
<i>Progress Update:</i>		

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CLIMATE

2 YEAR GOALS:

FHN will achieve at least an 82% positive response rate to the following Staff Survey items:

“There are open channels of communication at our school.”

Spring 16	Q1 16	Q2 16	Q3 17	Q4 17	Fall 17	Spring 18	Goal
55%	86%	83%	81%	81%	51.64%	68.11%	82%

“There are opportunities for shared decision making at our school.”

Spring 16	Q1 16	Q2 16	Q3 17	Q4 17	Fall 17	Spring 18	Goal
66%	86%	82%	84%	81%	55.84%	71.55%	82%

FHN will achieve at least an 80% positive response rate to the following Student Survey item:

“I feel safe at my school.”

Fall 14	Spring 15	Spring 16	Fall 16	Spring 17	Fall 17	Spring 18	Goal
76.22%	74.6%	76.2%	75%	74.6%	49.79%	53.08%	78%

FHN will achieve at least an 60% positive response rate to the following Student Survey item:

“I am proud of the behavior of my peers in this school.”

Goal
60%

FHN will achieve at least a 90% positive response rate on all Parent Survey items while maintaining at least a 50% participation rate.

Parent Participation Rate

Spring 14	Spring 15	Spring 16	Spring 17	Spring 18	Goal
26%	42%	55%	54%	51%	50% +

2 YEAR GOALS - Update/Adjustments:

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SMART STRATEGY #1: 82% of FHN Staff will respond positively to the survey item “There are Open Channels of Communication at our School” by the end of the 2019-2020 school year.
Person Responsible for Reporting Progress: Erin Steep
Progress Metric: Staff Climate Survey

SMART STRATEGY #1: Updates and Adjustments:
Qtr. 1: All action steps are in progress. 100% of FHN Staff who took the 1st Quarter Staff Survey responded positively to this survey item. At this time the goal has been met, but we will continue to work with the Communication Committee in addition to gathering constant feedback to ensure that these results are maintained.
Qtr. 2: 96.8% of FHN Staff who took the 2nd Quarter Staff Survey responded positively to this survey item. All information continue to be housed on the Google Team Drive to facilitate transparency. We are currently working to increase the regularity of our Weekly Update for staff.
Qtr. 3:
Qtr. 4:

ACTION STEPS:	TIMELINE:	PERSON RESPONSIBLE FOR REPORTING PROGRESS:
1) All Climate Survey Data will be made available on the FHN Employee Team drive.	Present	Erin Steep
<i>Progress update:</i>		
2) All documents and information will made available to staff in the FHN Employee Team drive. This will centralize information and increase transparency.	Throughout Year	All Admin
<i>Progress update:</i>		
3) Staff Chats will be held quarterly. These will have no agenda, and be focused on feedback and conversations.	Quarterly	Erin Steep
<i>Progress update:</i>		

SMART STRATEGY #2: 82% of FHN Staff will respond positively to the survey item “There are opportunities for Shared Decision Making at Our School” by the end of the 2019-2020 school year.
Person Responsible for Reporting Progress:Erin Steep
Progress Metric: Climate Surveys

SMART STRATEGY #2: Updates and Adjustments:
Qtr. 1: The new structure for PLOT and Staff Committees has been implemented. Staff Committees have met twice and will continue to meet during Faculty Meeting time. During 2nd Quarter, FHN Admin team will begin to bring action items forward from information shared at PLOT Meetings. 96.75% of FHN Staff who took the 1st Quarter Staff Survey responded positively to this survey item. At this time this goal has been met, but work in this area will be ongoing.

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<p>Qtr. 2: 98.39% of FHN Staff who took the 2nd Quarter Staff Survey responded positively to this survey item. This is an increase from 1st Quarter. We attribute this increase to the systematic way in which committee work is being implemented. Staff report more action as a result of committee meetings than they've seen in the past and that all voices have the opportunity to be represented.</p> <p>Qtr. 3:</p> <p>Qtr. 4:</p>		
ACTION STEPS:	TIMELINE:	PERSON RESPONSIBLE FOR REPORTING PROGRESS:
<p>1) PLOT will be expanded to include one member of each department. Members will be responsible for gathering feedback from their departments as well as leading committee work.</p>	Throughout Year	Erin Steep/Nathan Hostetler
<i>Progress update:</i>		
<p>2) Committee work during will take place during Faculty Meetings. Each member of the faculty will be a part of a committee centered on a specific SIP Goal.</p>	Throughout Year	Erin Steep/Nathan Hostetler
<i>Progress update:</i>		
<p>SMART STRATEGY #3: 78% of FHN Students will respond positively to the survey item "I Feel Safe at My School" by the end of the 2019-2020 school year.</p> <p>Person Responsible for Reporting Progress: Erin Steep</p> <p>Progress Metric: Climate Surveys</p>		
<p>SMART STRATEGY #3: Updates and Adjustments:</p> <p>Qtr. 1: Students for FHN has more than doubled their membership, which is very diverse in its makeup. The group has met twice each month, and has implemented Friendly Fridays. They are currently planning "No Hate November" as a way to continue the Be Nice movement. This group also functions as the Principal's Advisory Committee and will become further involved in FHN's equity focus. There is currently no data available for this strategy.</p> <p>Qtr. 2: 88.37% of FHN Students responded positively to this survey item. This has met and far exceeded our SIP Goal. When reviewing data all the way back to the year 2014, this is the most positive response we have received on the student survey. Community building will remain a focus of the FHN Admin Team and FHN Staff.</p> <p>Qtr. 3:</p> <p>Qtr. 4:</p>		
ACTION STEPS:	TIMELINE:	PERSON RESPONSIBLE FOR REPORTING PROGRESS:
<p>1) Knight Time will be focused on community building. Student Mentors will be an integral part of planning and leading out these activities.</p>	Twice a Month	Chris Birch/Erin Steep
<i>Progress update:</i>		

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2) Students for FHN will work to become more inclusive and more visible. They will provide feedback and direction on SIP.	Twice a Month	Erin Steep/Nathan Hostetler
<i>Progress update:</i>		
3) Students for FHN will continue to spread awareness of the Be Nice campaign. This will include at least one building-wide initiative per quarter.	Quarterly	Erin Steep
<i>Progress update:</i>		
SMART STRATEGY #4: 60% of FHN Students will respond positively to the survey item “I am proud of the behavior of my peers in this school.” by the end of the 2019-2020 school year. Person Responsible for Reporting Progress: Erin Steep Progress Metric: Climate Surveys		
SMART STRATEGY #4: Updates and Adjustments: Qtr. 1: These actions steps are currently in progress. Class Meetings were held at the beginning of the year. Strong themes of Dignity and respect were communicated to students throughout the presentation. Anecdotal feedback from these presentations was overwhelmingly positive. Knight Time has addressed many key concerns previously mentioned by both staff and students and will continue to dive deeper as the year progresses. There is currently no data available for this strategy. Qtr. 2: Only 42.7% of FHN students responded positively to this survey item. This falls well below the baseline we had hoped to achieve. We plan to continue community building efforts and ask this question again during the spring survey to monitor growth. We will also add an additional question and opportunity for students to provide more specific feedback on the behavior they are finding offensive. Qtr. 3: Qtr. 4:		
ACTION STEPS:	TIMELINE:	PERSON RESPONSIBLE FOR REPORTING PROGRESS:
1) Class Meetings will be held each semester to review expectations and build a sense of community.	Each Semester	Nathan Hostetler
<i>Progress update:</i>		
2) See Action Steps from Strategy 3.		
<i>Progress update:</i>		
SMART STRATEGY #5: FHN will achieve at least a 90% positive response rate on all Parent Survey items on the 2019 Parent Climate Survey. Person Responsible for Reporting Progress: Erin Steep Progress Metric: Climate Survey		
SMART STRATEGY #5: Updates and Adjustments: Qtr. 1: All action steps for this strategy are in progress. Meetings held by Dr. Hostetler and Assistant Principals in the homes of FHN Families were very successful. This action step has been adjusted to continue throughout the year on a monthly basis. FHN		

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<p>also hosted its first #FHNcommunity Movie Knight and Coffee with the Principals event during Quarter 1. These events will continue to be a priority for the team for the remainder of the year. No data is available for this strategy yet.</p> <p>Qtr. 2: The FHN Admin Team continue to hold monthly meetings in the homes of FHN Parents. This strategy has been met with tremendously positive anecdotal feedback. The Parent Survey will be given in conjunction with Spring Parent/Teacher Conferences. Because of the gains we have seen in staff and student data, we expect to see a similar bounce back of our positive parent response rate.</p> <p>Qtr. 3:</p> <p>Qtr. 4:</p>		
ACTION STEPS:	TIMELINE:	PERSON RESPONSIBLE FOR REPORTING PROGRESS:
1) FHN Guidance and Administrators will send home a monthly email to update families and build connections with the community.	Monthly	Erin Steep/Lisa Woodrum
<i>Progress update:</i>		
2) FHN Teachers will commit to communicating with all parents quarterly. They will also communicate on an as needed basis to parents of students who are struggling with behavior or whose grade falls to an F.	Quarterly/As needed	All Admin
<i>Progress update:</i>		
3) FHN will create an engaging environment for families by hosting educational and networking opportunities both in the building and in the community. Examples of this are Parent Coffees both in the building and in homes, Family Movie Nights, and Family Networking Events	Quarterly	Erin Steep
<i>Progress update:</i>		
SMART STRATEGY #6: FHN will decrease the number of Misconduct Reports from MSHSAA by 5% for the 2018-19 school year. Person Responsible for Reporting Progress: Mike Janes Progress Metric: IC Report		
SMART STRATEGY #6: Updates and Adjustments: Qtr. 1: Qtr. 2: Qtr. 3: Qtr. 4:		
ACTION STEPS:	TIMELINE:	PERSON RESPONSIBLE FOR REPORTING PROGRESS:
1) Sportsmanship will be reviewed at annual, seasonal, and individual coaches meetings.	Ongoing	Mike Janes
<i>Progress update:</i>		

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2) FHN Activities will monitor reports from every team/club/activity.	Seasonal	Mike Janes
<i>Progress update:</i>		
3) FHN Activities will hold meetings with each team to address sportsmanship expectations.	Seasonal	Mike Janes
<i>Progress update:</i>		
4) Activities Leadership Council will team with Students for FHN	Ongoing	Mike Janes
<i>Progress update:</i>		
5) FHN Activities will display sportsmanship manners at all activities.	Ongoing	Mike Janes
<i>Progress update:</i>		
6) FHN Activities will explain appropriate expectations during Public Service Announcements.	Ongoing	Mike Janes
<i>Progress update:</i>		
7) FHN will participate in State/Local Sportsmanship Summits.	Yearly	Mike Janes
<i>Progress update:</i>		
8) FHN Leadership Academy will participate in the “Why We Play” program through MSHSAA. Students will participate in LIFE LESSONS and present to their peers.	Ongoing	Mike Janes
<i>Progress update:</i>		
SMART STRATEGY #7: FHN will increase attachment by 2% (from 65.7 to 67.7%) for the 2018-2019 school year. Person Responsible for Reporting Progress: Mike Janes Progress Metric: MSHSAA Reports		
SMART STRATEGY #7: Updates and Adjustments: Qtr. 1: Qtr. 2: Qtr. 3: Qtr. 4:		
ACTION STEPS:	TIMELINE:	PERSON RESPONSIBLE FOR REPORTING PROGRESS:
1) FHN will promote activities through e-news, announcements, twitter, FHN Booster clubs & “Knightly News”	Ongoing	Mike Janes
<i>Progress update:</i>		
2) FHN Activities Department will be active with the Transition Team & Guidance to meet with new students	Ongoing	Mike Janes
<i>Progress update:</i>		

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3) FHN representatives will visit feeder middle schools with guidance counselors and FHN students to promote student involvement	November	Mike Janes
<i>Progress update:</i>		
3) FHN representatives will meet with new students. Students will complete an activity interest form. Activity sponsors will invite the students to an informational meeting.	Ongoing	Mike Janes
<i>Progress update:</i>		

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BEHAVIOR

2 YEAR GOAL:

By the end of 2019-2020, FHN will reduce the number of ISAP, OSS, and total overall incidents by 10%.

2 YEAR GOAL - Update/Adjustments:

SMART STRATEGY #1: Decrease office referrals resulting in OSS or ISAP from 356 in 17/18 to 320 in 18/19.

Person Responsible for Reporting Progress:

Progress Metric:

SMART STRATEGY #1: Updates and Adjustments:

Qtr. 1:

Qtr. 2:

Qtr. 3:

Qtr. 4:

ACTION STEPS:

TIMELINE:

PERSON RESPONSIBLE FOR REPORTING PROGRESS:

1) Communicate behavior expectations to students and parents twice annually (e.g. grade level assemblies).

Progress update:

2) Track and monitor OSS and ISAP behavior data monthly and share with staff and student groups.

Progress update:

3) ISAP Supervisor will implement Restorative Strategies to decrease ISAP repetition

Progress update:

SMART STRATEGY #2: Decrease the number of incidents of aggressive behavior resulting in ISAP and/or OSS from 112 in 17/18 to 101 in 18/19.

Person Responsible for Reporting Progress:

Progress Metric:

SMART STRATEGY #2: Updates and Adjustments:

Qtr. 1:

Qtr. 2:

Qtr. 3:

Qtr. 4:

ACTION STEPS:

TIMELINE:

PERSON RESPONSIBLE FOR REPORTING PROGRESS:

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1) Students set and monitor quarterly behavior goals receiving specific feedback from designated staff member		
<i>Progress update:</i>		
2) Implement a structured plan for students identified as having past aggressive behaviors.		
<i>Progress update:</i>		
3) FHN will implement Restorative Discipline Strategies to decrease repeated infractions and when addressing student on student conflict.		
<i>Progress update:</i>		
SMART STRATEGY #3: Decrease the % of students receiving 4 or more referrals from 7.7% in 17/18 to 5% in 18/19. Person Responsible for Reporting Progress: Progress Metric:		
SMART STRATEGY #3: Updates and Adjustments: Qtr. 1: Qtr. 2: Qtr. 3: Qtr. 4:		
ACTION STEPS:	TIMELINE	PERSON RESPONSIBLE FOR REPORTING PROGRESS:
1) Implement a Behavior Watch List triggered by a minimum of 8 discipline referrals the previous year. Principals will review behavior and set goals with students. Admin team will communicate with parents as well as celebrate successes.		
<i>Progress update:</i>		
2) FHN Student Mentors will implement community building lessons in all Knight Time to improve student climate.		
<i>Progress update:</i>		

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ATTENDANCE 2018-2019

2 YEAR GOAL: Increase the percentage of students attending 90% of the time from 84.2% (17-18) to 90% by 2020.

2 YEAR GOAL - Update/Adjustments:

SMART STRATEGY # 1: Increase ADA from 93.8% to 95.5%

Person Responsible for Reporting Progress: J. Blankenship

Progress Metric:

SMART STRATEGY #1: Updates and Adjustments:

Sem 1-

- ADA through 1st Sem was 95.19%
- 87.8% of students are attending 90% of the time through 1st Semester
- Knight Time teachers continue to have discussions with students below 90%
- Admin have weekly meetings with students on AWL or students struggling with attendance
- Counselors are utilizing transition questionnaire for all new students

ACTION STEPS:

TIMELINE:

PERSON RESPONSIBLE FOR REPORTING PROGRESS:

1) Communicate attendance expectations/goals in halls/classrooms

Aug-May

J. Blankenship

Progress update:

2) Teacher check-in with all students after absences

Daily

J. Blankenship

Progress update:

3) Develop a transition team for new students to FHN (Guidance and Activities)

Monthly

J. Blankenship

Progress update:

SMART STRATEGY # 2: Decrease the number of students missing 10+ days from 554 to 499 for a 10% reduction.

Person Responsible for Reporting Progress: J. Blankenship

Progress Metric:

SMART STRATEGY #2: Updates and Adjustments:

Sem 1-

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<ul style="list-style-type: none"> - Currently 148 students with 10+ absences - FHN has conducted 11 home visits - Nurses distributed a healthy habits video to encourage better attendance - The Art Dept is currently working on new “No More Than Four” posters 		
ACTION STEPS:	TIMELINE:	PERSON RESPONSIBLE FOR REPORTING PROGRESS:
1) Distribute a Multi-Absence report for days 2, 5, 8, 10 in Aug for use in creating an Attendance Watch List	August	J. Blankenship
<i>Progress update:</i>		
2) Distribute an Attendance Update report to show all students below 90% attendance	Weekly	J. Blankenship
<i>Progress update:</i>		
3) Knight Time teachers will act as Attendance Allies for their students below 90%. They will get an updated report to track their HR (Knight Time).	Bi-weekly	J. Blankenship
<i>Progress update:</i>		
4) All students who reach 8+ unverified absences per semester will receive a Home Visit.		
<i>Progress update:</i>		