



# Ivy Hill Prep Board of Trustees

## Head of School REPORT

**IVY HILL PREPARATORY CHARTER SCHOOL**

**Head of School REPORT**

5-25-20

Submitted by: Ambrosia Johnson

*Data as of 4/21/20*

**I. Facility Update**

- Given by Director of Operations

**II. Enrollment Report**

**2019 – 2020 Enrollment**  
**(Current Year)**

	Kindergarten	1 <sup>st</sup> Grade
Target	88	32
Current Accepted Offers	85 / 88	31 / 32
Gap	4	1
Total Enrollment	116	
Budgeted Enrollment	106	

**2020 – 2021 Enrollment**  
**(Upcoming Year)**

	Kindergarten	1 <sup>st</sup> Grade	2 <sup>nd</sup> Grade
Target	60	10	2
Current Accepted Offers	60 / 60	9 / 10	2 / 2
Gap	0	1	0
Waitlist	141	0	14
Total Enrollment	50	5	1

**III. Hiring Report SY 2020-2021**

Position	Total Needed	Total Hired	Goal of Hire	Current Status
Head of School	1	1	N/A	Completed.
Office Coordinator	1	1	N/A	Completed.
Director of Operations	1	1	N/A	Completed.
Teacher	12	6	6-30-2020	In Progress
Special Education Teacher	1	0	6-30-2020	In Progress
Dean of Special Supports	1	1	N/A	Completed.
Martial Arts Instructor	1	1	N/A	Completed.
Dance Instructor	1	1	N/A	Completed.
School Social Worker	1	1	N/A	Completed.
Nurse	-	-	N/A	Completed.
Teaching Fellow	1	1	N/A	Completed.

Total Hires Needed:	21
Total Hired:	14

## IV. School Updates

### 1. Application for SY 2020-2021

- Total Available Seats: 72
- Total Submitted Applications: 348
- All Kindergarten seats have been filled, 60/60.
- All but one 1<sup>st</sup> grade seat has been filled, 9/10. Management is still recruiting and anticipates filling the seat prior to school opening.
- All 2<sup>nd</sup> grade seats have been filled, 2/2.

### 2. School Academics

#### A. Virtual Learning Assessments (Rationale)

- When discussing Distance Learning with other School Leaders, many had not deciphered a concrete way to assess students' academic levels, growth, and possible regression due to distance learning.
- Data drives all decisions we make, and it was imperative for us to find a way to assess where students are in literacy, as literacy is more of an area for growth than mathematics.
- It was also imperative to find a way to virtually assess students to prepare for long term distance learning, if necessary.

#### B. Virtual Learning Assessments (Progress at Ivy Hill Prep)

- We've partnered with a school in Indianapolis to construct literacy assessments that mirror the STEP assessment.
- HOS will explain why the STEP assessment could not be used.
- Assessment Cycle: Week of 5/4 & Week of 5/11
- Assessment Style: 1 on 1 sessions with each student. Students assess until they DNA at the grade level initial benchmark.

#### C. Virtual Learning Assessments: (Results!)

- **EOY Benchmark** has shifted for us internally due to COVID-19, the drastic decrease in instructional time, and the other factors that are impacting students, their families, and their families' ability to assist and provide home instruction.
  - **K: Achieve STEP 3**
  - **1<sup>st</sup>: DNA 5**
- 84 students have been assessed.
- **Kindergarten students:**
  - **78% of these students** have met the benchmark. These students are now working to achieve a STEP 4 and above.
  - The remaining 20% of students are working to achieve a STEP 3 by EOY to ensure 1<sup>st</sup> grade readiness.
  - Students who are unable to meet said benchmark and who also severely struggle in Mathematics (consistently scoring 60% or below), will be at risk for retention. Conversations have already

ensued with parents to ensure clear understanding of decisions and agreed upon benchmarks to set the child and family up for the most success.

○ **1<sup>st</sup> Grade Students:**

- **EOY Benchmark (DNA 5):** 56% have met the benchmark
- **Current Benchmark for This Round (DNA 4):** 89% have met the benchmark
- Children who are between STEP 2 and STEP 4, are currently being pushed closer towards the STEP 5.
- Students who are DNA 4 and below by EOY will be considered for retention. The same retention metrics for K are applicable for 1<sup>st</sup> as well.

**D. Virtual Learning Assessments: (Next Steps)**

▪ **Analysis & Instructional Plan**

- HOS creates an analysis and instructional plan template for teachers to follow and use to analyze data.
- Teachers submit analyses and instructional plans for feedback.
- HOS does whole school and individual class analyses independently prior to giving feedback.
- Teachers make adjustments.
- Teachers roll out new instructional groups with new instructional targets that meet the needs of each student.

*The below photos are excerpts from Ivy Hill's Virtual Analysis & Instructional Plan Template: Completed*

Step 1: Individual Student Analysis

Student	March DNA Level	May Results High Level	May Results Deeper Dive	Teach at Levels	Adjustments & Next Steps						
			<i>*Highlight the levels that the student DNA'd for.*</i>		<ul style="list-style-type: none"> <li>• How will you leverage parents?</li> <li>• How will you alter your Literacy lessons? What will you remove, or add to hit the areas of focus?</li> </ul>						
Ricardo S.	DNA 3	<ul style="list-style-type: none"> <li>• Passed 3</li> <li>• DNA 4</li> </ul>	<table border="1"> <tr> <td>Accuracy</td> <td>90%</td> </tr> <tr> <td>Rate</td> <td>11:34</td> </tr> <tr> <td>Comprehension</td> <td>5/6</td> </tr> </table>	Accuracy	90%	Rate	11:34	Comprehension	5/6	DNA 4	<ul style="list-style-type: none"> <li>• Make parents aware of rate as the reason for DNA level.</li> <li>• E-mail parents all books we've read for this quarter. Parents should read texts daily and time students.</li> <li>• Accuracy sentences will be changed to accuracy paragraphs.</li> <li>• Students will be timed during accuracy sentences and the reading of texts.</li> <li>• Teacher will have incentives ready to go!</li> </ul>
Accuracy	90%										
Rate	11:34										
Comprehension	5/6										
Savannah A.	DNA 3	<ul style="list-style-type: none"> <li>• Passed 3</li> </ul>		DNA 4	<ul style="list-style-type: none"> <li>• Make parents aware of rate as the reason for</li> </ul>						

Step 2:

Create New Student Groups & Use Data to Drive Instructional Decisions

Instructional Plan

Group	Text Selection	Oral Drill Adjustments	Outliers
Ricardo Savannah	4E	<p><u>Oral Drill Focus</u></p> <ul style="list-style-type: none"> <li>Sight Words 5 &amp; up until mastered</li> <li>Blends &amp; Chunks – more time on chunks</li> <li>Silent E</li> </ul> <p><u>Accuracy Sentences</u></p> <ul style="list-style-type: none"> <li>Change to Accuracy Paragraphs including chunkable words and sight words. Increase in rigor each week.</li> </ul> <p><u>GR Text</u></p> <ul style="list-style-type: none"> <li>Switch to 4E</li> <li>Alternate pages for each child</li> <li>Do final read with each child reading appx 2-3 pages each to “race” for rate practice.</li> </ul> <p><u>Comp Questions:</u> Inferential and Critical Thinking must req. <u>evid.</u></p> <ul style="list-style-type: none"> <li>2 literal</li> <li>2 inferential</li> <li>1 critical thinking</li> </ul>	<p>Did any students fail a target that the group passed? What is the plan?</p> <ul style="list-style-type: none"> <li><u>Rate:</u> Both</li> <li><u>Comprehension:</u> Savannah, but both students can benefit from extra practice.</li> </ul> <p><b>Push to Pass Step 5</b></p> <ul style="list-style-type: none"> <li>Push students to locate text evidence, and ensure scripted questions require them to do so.</li> </ul>
Jeremiah	4M	Oral Drill Focus	<b>Push to Pass Step 5</b>

Step 3:

Finalize Group Schedule

TIME	Monday	Tuesday	Wednesday	Thursday	Friday
7:00	Math	Math	Literacy	Literacy	Literacy
9:00	Lesson Planning	Lesson Planning	Lesson Planning	Lesson Planning	Lesson Planning
9:00	DNA 5 (ML)	DNA 5 (ML)	DNA 5 (ML)	DNA 5 (ML)	DNA 5 (ML)
9:40	Mckenzie Autumn Jiana	Mckenzie Autumn Jiana	Mckenzie Autumn Jiana	Mckenzie Autumn Jiana	Mckenzie Autumn Jiana
10:00	DNA 6 (MH)	DNA 6 (MH)	DNA 6 (MH)	DNA 6 (MH)	DNA 6 (MH)
10:40	Devin Xaire Kailyn	Devin Xaire Kailyn	Devin Xaire Kailyn	Devin Xaire Kailyn	Devin Xaire Kailyn
11:00	DNA 3 (LL)	DNA 3 (LL)	DNA 3 (LL)	DNA 3 (LL)	DNA 3 (LL)
11:40	Melville Jalissa IF a fail, move one to 12:00 block	Melville Jalissa IF a fail, move one to 12:00 block	Melville Jalissa IF a fail, move one to 12:00 block	Melville Jalissa IF a fail, move one to 12:00 block	Melville Jalissa IF a fail, move one to 12:00 block
12:00	Lunch	Lunch	Lunch	Lunch	Lunch
1:00	DNA 4 (LH)	DNA 4 (LH)	DNA 4 (LH)	DNA 4 (LH)	DNA 4 (LH)
1:40	Armani	Armani	Armani	Armani	Armani
2:00	DNA 6 (HL)	DNA 6 (HL)	DNA 6 (HL)	DNA 6 (HL)	DNA 6 (HL)
2:40	Dantai Karina	Dantai Karina	Dantai Karina	Dantai Karina	Dantai Karina
3:00	DNA 7/8 (HH)	DNA 7/8 (HH)	DNA 7/8 (HH)	DNA 7/8 (HH)	DNA 7/8 (HH)
3:40	Makayla Lorenzo Timmy Aiden	Makayla Lorenzo Timmy Aiden	Makayla Lorenzo Timmy Aiden	Makayla Lorenzo Timmy Aiden	Makayla Lorenzo Timmy Aiden

(Note: Increase in instructional time for Version 2.0 is reflected above. Students receive direct instruction 4-5 times per week, instead of 2 times per week.)

## May Events

- Accepted Students Virtual Open House



# IVY HILL PREPARATORY CHARTER SCHOOL

May 4, 2020

Dear Accepted Families & Future Ivy Hill Prep Families,

We hope this e-mail finds you and your families healthy and well. Similar to our school community, we are sure these unprecedented times have impacted many of you in a myriad of ways as well.

Though we are knee-deep in the work of ensuring our current students are equipped with all they need to continue learning, we are also extremely elated about our incoming students who will be walking into our ivy green doors this coming August: **your children!**

**Please see below for our Save-the-Date flyer for our  
Accepted Students Open House**



Our team looks forward to seeing you and your family at one of the above sessions to give you more details regarding the upcoming school year. In the body of this e-mail, you will find a link to RSVP your spot for one of our sessions. We can't wait to see you!

Committed to Excellence,

*Ambrosia Johnson*

A. Johnson  
Founder & Head of School  
Ivy Hill Preparatory Charter School