

Narrative for IPLI Action Research

Cohort 7

Jaime Carroll

Wayne Center Elementary School

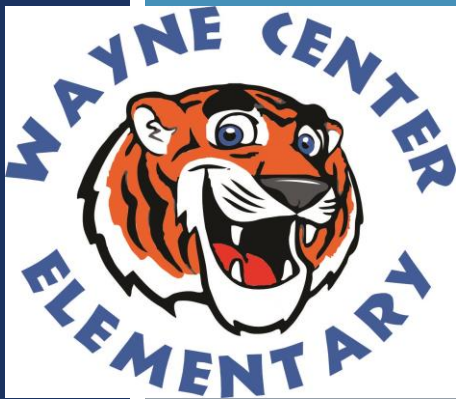
As I finish my 3rd year as principal, I have been encouraged by my administration to start reflecting on the past couple of years and my impact so far on Wayne Center Elementary School. What better way to check the pulse of what is happening, but to survey those who I serve? As a school leader, I wanted to focus on how I could build a data-driven instructional system to systematically improve student learning and my instructional leadership in my building.

A few questions I asked myself as I started this project were:

- What data do I want to collect that will impact student learning and my instructional leadership?
- What are the different stakeholder groups that I need to collect data from?
- What do I do once the data is collected? What are my action steps (changes, innovations, or interventions that need to take place)?
- What (if anything) should continue?

In reviewing my project, you will find out how I went about this process, information I obtained, and the action steps that I am taking to improve my leadership!

A SYSTEMATIC APPROACH TO COLLECTING STAKEHOLDER DATA!



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BACKGROUND LEADING TO THIS INQUIRY



When I accepted the position of principal, I knew that I had some hurdles to overcome. Stakeholder morale was at an all time low. Teachers were leaving, parents were not happy, and students openly admitted that learning was no longer fun or important to them. I have spent the last 3 years trying to change the culture and climate of the building that I was chosen to lead.

After being the principal for almost 3 years, I was challenged by my administration to create a climate audit survey to help me reflect on my leadership and school culture and climate.

The recent press for high-stakes accountability has challenged educators to use data to guide instruction.

My project focused on developing a systematic way to collect data from all stakeholders. This system is a framework that involves data acquisition, data reflection as well as formative feedback. My project will review data collected by each stakeholder group and will describe how I created a plan and opportunities to improve various aspects of my leadership.

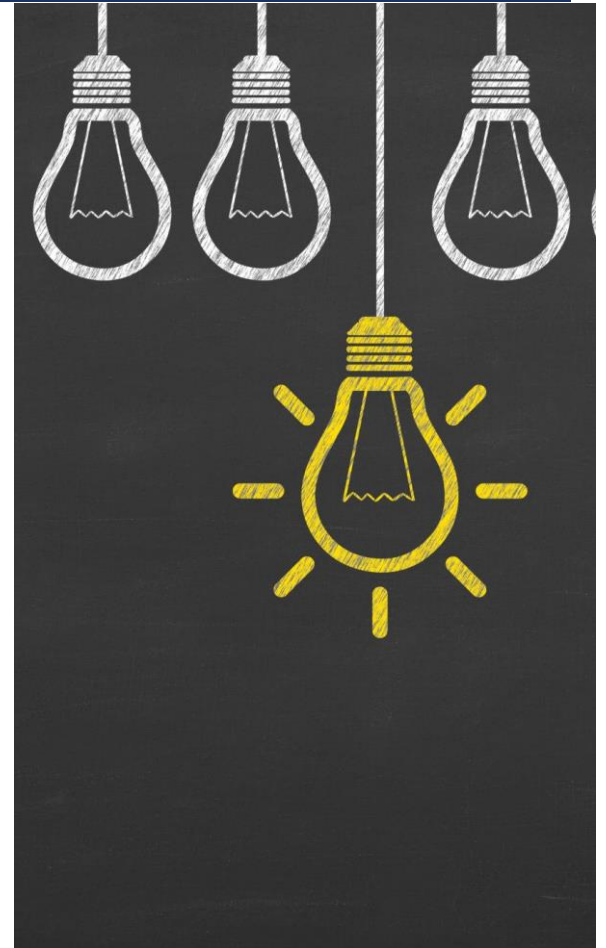


PURPOSE

OF THIS
INQUIRY

MY WONDERING

As a school leader, how do I build data-driven instructional systems to systematically improve student learning and my instructional leadership in my building?



Based on a new 5-point framework our district is using, I created a bank of survey questions all centered around the various aspects of my leaderships.



Sub questions:

What data do I want to collect that will impact student learning and my instructional leadership?

What are the different stakeholder groups that I need to collect data from?

What do I do once the data is collected? What are my action steps (changes, innovations, or interventions that need to take place)?

What (if anything) should continue?



Method

I created surveys for different stakeholder groups and will be collecting and analyzing data using Google Forms.

MY ACTIONS

DATA COLLECTION

I USED GOOGLE FORMS TO SURVEY THE FOLLOWING
STAKEHOLDERS:



CLASSROOM/
SPECIALS TEACHERS



SPECIALS
TEACHERS



SUPPORT
STAFF



STUDENTS
(K-2)



STUDENTS
(3-5)



PARENTS

**These forms were age appropriate for all surveyed.
I looked for patterns or areas of concern from the surveys.**

DATA COLLECTION PROCESS

-
- Calendar (timeline):
 - Create and complete surveys during the following months: November, December, January.
 - Reflection during the month of February
 - Action steps (gleaned from data) implementation begin in the month of March and continue for the remainder of the year.

MONTH: NOVEMBER

STUDENT SURVEY (K-2) (3-5)



The Student Survey (K-2) included the following statements that students had to rate with YES/NO answers.

I can trust Mrs. Carroll.

I feel safe at school.

Mrs. Carroll cares about me.

Mrs. Carroll is present around the school. I see Mrs. Carroll around the school!

Mrs. Carroll knows my name.

Mrs. Carroll knows what is going on in our school.

I like that we use PBIS Rewards to earn points for the ROAR Store.

I like the new Tiger HOUSE system.

I would recommend this school to other kids.

I also added 2 open ended questions:

What do you like about Mrs .Carroll?

How can Mrs. Carroll be a better principal?

MY DISCOVERIES

STUDENT DATA RESULTS



- 302 students took the survey.
- When reviewing the data, each question was answered with 96% or higher of the students answering yes to the questions.
- Common thread for improvement from open ended questions:
 - Find more time to spend with students on a daily basis
 - Recognize students on their birthday
- I have worked hard to build relationships with all students this year and I am proud to say that 100% of the students stated that I knew their name.

MONTH: DECEMBER

STAFF SURVEY - CERTIFIED TEACHERS/SPECIALS TEACHERS

- The principal knows what is going on in my classroom.
- The principal at this school presses teachers to implement what they have learned in professional development.
- The principal at this school communicates a clear vision for our school.
- The principal at this school understands how children learn.
- The principal at this school sets high standards for student learning.
- The principal at this school makes her expectations for meeting instructional goals clear to the staff.
- Once we start a program, we follow up to make sure that it is working. Staff has a chance to give input.
- There is consistency in curriculum, instruction, and learning materials among teachers in the same subject area at this school.
- Curriculum, instruction, and learning materials are well coordinated across the different grade levels/subject areas at this school
- It's OK in the school to discuss feelings, worries, and frustrations with the principal.
- The principal looks out for the personal welfare of the faculty members.
- I trust the principal.
- The principal at this school is an effective manager who makes the school run smoothly.
- The principal places the needs of children ahead of personal and political interests.
- The principal has confidence in the expertise of the teachers.
- Teachers feel respected by the principal.
- I would recommend this school to parents seeking a place for their child.
- I feel loyal to this school.
- . The principal pushes teachers to communicate regularly with parents.
- The principal builds relationships with staff.
- The principal builds relationships with students.
- The principal builds relationships with parents.
- The principal supports me and gives specific suggestions to help me improve

I also added one open ended response question.

- How can the principal improve her leadership at your school?



The Staff Survey included the following statements that staff had to rate with Strongly Agree, Agree, Disagree, Strongly Disagree.

MY DISCOVERIES CERTIFIED TEACHERS/ SPECIALS DATA RESULTS

-
- 42 teachers took the survey.
 - When reviewing the data, each question was answered with 92% or higher of the teachers answering with agree or strongly agree.
 - Common thread for improvement from open ended questions:
 - Give more positive feedback and intentional with praise
 - Communicate more in a face to face manner

MONTH: DECEMBER

STAFF SURVEY - CLASSIFIED STAFF

- The principal knows what is going on in classrooms.
- The principal at this school presses teachers to implement what they have learned in professional development.
- The principal at this school communicates a clear vision for our school.
- The principal at this school understands how children learn.
- The principal at this school sets high standards for student learning.
- The principal at this school makes her expectations for meeting instructional goals clear to the staff.
- Once we start a program, we follow up to make sure that it is working. Staff has a chance to give input.
- There is consistency in curriculum, instruction, and learning materials among teachers in the same subject area at this school.
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- It's OK in the school to discuss feelings, worries, and frustrations with the principal.
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- The principal at this school is an effective manager who makes the school run smoothly.
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- The principal has confidence in the expertise of the teachers.
- Teachers feel respected by the principal.
- I would recommend this school to parents seeking a place for their child.
- I feel loyal to this school.
- . The principal pushes teachers to communicate regularly with parents.
- The principal builds relationships with staff.
- The principal builds relationships with students.
- The principal builds relationships with parents.
- The principal supports me and gives specific suggestions to help me improve.

I also added one open ended response question.

How can the principal improve her leadership at your school?



The Staff Survey included the following statements that staff had to rate with Strongly Agree, Agree, Disagree, Strongly Disagree.

MY DISCOVERIES CLASSIFIED STAFF DATA RESULTS

-
- 21 staff members took the survey.
 - When reviewing the data, each question was answered with 96% or higher of classified staff answering with agree or strongly agree.
 - Common thread for improvement from open ended questions:
 - All comments were very positive and no suggestions for improvement were given.

MONTH: JANUARY PARENT SURVEY

The Parent Survey included the following statements that had to be rated with **Strongly Agree, Agree, Disagree, Strongly Disagree.**

- Mrs. Carroll holds high standards for our school.
- Mrs. Carroll communicates a clear vision for our school to students and families.
- Mrs. Carroll promotes academic success for all students.
- I'm comfortable with contacting Mrs. Carroll to discuss feelings, worries, and/or frustrations.
- Mrs. Carroll looks out for the personal welfare of the students.
- I trust Mrs. Carroll.
- My child feels respected by Mrs. Carroll.
- Mrs. Carroll builds relationships with parents/families.
- My child/children feel safe at school.
- I am involved in activities at my student's school.
- I feel welcome at Wayne Center.
- I would recommend this school to parents seeking a place for their child.

I also asked 3 open ended questions:

- How can the Mrs. Carroll improve her leadership at Wayne Center?
- What do you love about Wayne Center?
- I welcome suggestions or ideas you may have for improvement at Wayne Center as well! Please share!

Introduction to Parent Survey:

I am humbled and honored to have the opportunity to lead the Wayne Center School community as the principal. Our school has a rich history of academics, student enrichment, and parent involvement. In order for me to continue to grow as an educator and leader at Wayne Center I am looking for feedback. I would greatly appreciate it if you would take a few minutes to fill it out. Your input will help me reflect and become a better principal for you and your child! Thank you for your time.

MY DISCOVERIES PARENT DATA RESULTS

-
- 89 parents took the survey.
 - When reviewing the data, each question was answered with 95% or higher of parents answering with agree or strongly agree.
 - Common thread for improvement from open ended questions:
 - Increase the level of communication

WHERE AM I HEADING NEXT?



Changes I am making to my leadership practices...



Birthday cards for all students/staff



Continue 30 minutes of weekly support in classrooms



More face to face communication- DOCUMENTED



Intentional praise of staff - DOCUMENTED



Increase communication with parents/guardians - Continue Monthly newsletters, use of Principal Remind account



Weekly check in (phone call) with a parent in each class. - DOCUMENTED

BIBLIOGRAPHY

- Joshua Klugman, Susan Sported (June 2015) A First Look at the 5Essentials in Illinois Schools Retrieved from <https://consortium.uchicago.edu/publications/first-.look-5essentials-illinois-schools>