



Lighthouse Milestone Review Report  
Orange Elementary School

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Review Team:

Lynn Kosinski & Dustin Odham

Lead Reviewer:

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**The Review**

On April 16, 2015 FranklinCovey professionals had the honor and privilege of completing a formal Lighthouse Review for Orange Elementary School.

**Review Team**

Dustin Odham, Client Partner

Lynn Kosinski, Sr. Lead Reviewer

**School Administration:**

Teri Trask, Principal

Justin Miller, Lead Teacher

**Location:**

6028 Kimball Avenue

Waterloo, IA 50701

**Background:**

**Orange Elementary School**—located in Waterloo, is welcomed as the newest Lighthouse School in the state of Iowa. The success of reaching the Lighthouse Milestone can be clearly attributed to the collaborative efforts of an empowered and supported staff fulfilling their mission:

**Mission:** Inspiring a community of life-long learners and leaders!

**3 Words:** Inspire, Learn, Lead

**Review Agenda:**

**8:00-9:00 Lighthouse Team Connection** (Conference Room) - Discussion of Journey and Points of Pride

**9:00 – 9:10 Student Greeters, Morning Announcements, Birthday Patrol in Action**

**9:15-9:45 Student Tour**

Orange greeter (Emily Gefaller, Makayla Villarreal) and speaker (Isabelle Baker) leaders share the school's leadership environment with particular attention to displays they have been involved in creating

**9:45-10:30 Round Table with Students**

Informal chat with PK-5 students. Students bring leadership notebooks to share. All students have been involved in student- led conferences. PK go first and exit. (PK: Laylah, Barrett, Kennedy, Owen, K: Cason, Zoey, 1: Dalton, Easton, 2: Charlotte, Knya, 3: Braelyn, Brandon, 4: Emma, Addison, 5: Kyle, Addisyn)

**10:30-11:00 Classroom Full Lesson - Traci Wildeboer, 1st Grade**

**11:00-11:30 Student Lighthouse Team & Student Speaker Leaders**

**11:30-12:00 Parent Panel (Jenni Bear, Johnelle Biggs, Michaela Vandersee, Heather Marquez, Ari Carroll)**- Parent perspective on how leadership has impacted the school, community, and/or their child.

**12:00-12:30 Lunch Break for Team** (Melissa Reade - Sub City)

**12:30-1:45 Classroom Visits - General**

Covey staff members randomly visit as many classrooms (core and non-core) as time allows in order to achieve a deeper understanding of how leadership is integrated into the curriculum and instruction.

**Review of Documents**

Thorough review of the Evidence Binder to see evidence for each criteria of Lighthouse Status as detailed in the Lighthouse Self-Evaluation Checklist.

## Results of the Review

Following an extensive day of observations, interviews, and data analysis, along with a thorough review of the Evidence Binder, the review team found:

### Areas of Strength & Celebration:

#### 1. Lighthouse Team:

This successful and effective Lighthouse Team:

- Exudes passion, commitment and emotion which stems from their deep commitment to honor student voice and input at Orange.
- Involves students in teaching new staff the 7 Habits.
- Ensures ongoing learning of the 7 Habits, for example, *Carry Your Own Weather* training - complete with orange umbrellas!
- Ensures all staff members are represented on action teams.
- Maintains a comprehensive timeline of *The Leader in Me* journey.
- Provides staff access to [www.theLeaderinmeonline.org](http://www.theLeaderinmeonline.org), to assist with continued professional development and support for their *Leader in Me* journey.
- Ensures continued staff support and growth in the leadership model, sustained through new staff orientation, teacher training, celebrations, and 7 Habits boosters.
- Ensures there is an authentic integration of The Habits in all they do as a school, and that each staff member has an opportunity to make a significant contribution to the school.
- Communicates weekly Habit information and how the Habits support school goals.
- Annual top leadership goals are established and *The Leader in Me* is aligned with district goals and initiatives.
- Great effort has been taken to integrate leadership principles and 7 Habits in sustainable systems and processes. Specifically, it is built into the School Improvement Plan (SIP).

## 2. Leadership Environment:

Orange environment communicates the worth and potential of every child through a ubiquitous leadership environment. Highlights include:

- Student designed murals in the hallways with the inspiration drawing framed alongside the mural. The first mural painted in the building was designed by the brother of a visually impaired student. Staff members work together to paint these murals.
- School and classroom mission statements are developed annually and displayed. Staff and some student mission statements were inspired by the One Word book.
- Quotes, posters, and a 7 Habits tree adorn the environment.
- Goals, trackers and scoreboards are displayed and utilized for the school and within classrooms.
- Jax inspired display including contributions from all over the United States.
- The staff lounge is adorned with artifacts that keep the focus on the leadership journey.
- There is a strong *Leader in Me* presence on the webpage.
- Family mission statements are collectively displayed.
- Handprints of each student surrounded hearts, are painted on the cafeteria wall.
- Students plant trees and gardens to enhance the exterior.
- ROAR expectations communicate the Codes of Cooperation at Orange.
- 7 Habits paw signs and garden stakes, along with a banner and signage on the front door, strongly promote leadership principles on the outside of the school.

## 2. Integrated Curriculum and Instruction:

During the formal classroom observation, the review team noted the infusion of Leadership Tools (Lotus) the 7 Habits and leadership principles into the instruction. The pay it forward theme was carried out in the lesson encouraging students to think about ways to make the world a kinder and better place.

'Walk-throughs' of the remaining classrooms confirmed leadership principles were part of the instruction and culture. A few highlights included:

- PBIS and *The Leader in Me* crosswalk.
- Paws-itive Leadership in Physical Education.
- Original 7 Habits posters in some classes which are unique and meaningful to students.
- Students teaching the Habits in the student newspaper.
- Outstanding teach to learn You Tube videos, Kids Congress and 7 Habits Super Heroes.
- Some leadership tools were used within classrooms.
- Service learning projects to help those in need are part of the school culture.
- *I can* statements reinforce lesson objectives.
- Incorporation of LEAD time with lessons sent to staff once a week.
- A thoughtful transition from Character Counts to *The Leader in Me* occurred and resulted in receiving the Character Award in the community.
- Classrooms demonstrate use of scoreboards and leadership roles.

#### 4. **Staff Collaboration:**

The Orange staff demonstrates the ties of a close-knit family with strong love and conviction for their students. They clearly collaborate to:

- Execute around their goals through the work of eight action teams for which they signed up during Vegas Day.
- Share ideas with one another about lessons found related to the Habits.
- Maintain a leadership focus through 7 Habits in 7 Minutes.
- Establish PLC Collective Commitments aligned with the 7 Habits.
- Include *The Leader in Me* in the professional development calendar.
- Participate and *Sharpen the Saw* together through breakfast socials, Trick or Trot, and potlucks during conferences.

#### 5. **Student Leadership:**

Students at Orange have equitable access to leadership roles, both in and out of the classroom. Opportunities are available to students to apply and be chosen

for leadership roles. *The Leader in Me* is at the forefront of their work in empowering students to:

- Apply for schoolwide leadership roles in the areas of: school store, backpack food delivery, bus, recycling, FLASH, mileage, greeter, dismissal and office runner.
- Lead with staff at leadership ROAR assemblies and during Leadership Days.
- Receive Leadership Awards such as Super Sweeper, Silver Platter, BRAVO, Rockin' Reader, Mileage, Specialist, Spirit and Academic All Stars.
- Present their learning publicly in assemblies and videos such as the 7 Habits Super Heroes.
- Improve their public speaking skills through a training with the District representative.
- Develop their skills at FLASH, an after school program taught by teachers. One rotation had a leadership focus that supported Leadership Day.
- Participate in a multitude of community service projects such as Letters for Veterans, Jump Rope for Heart and reading to Rosewood Estates Residents.
- Take lead roles in very *authentic* leadership opportunities. Opportunities include students actively involved in Partners in Education and Orange Parent Association, as speakers and teachers of *Leader in Me* principles. Student also serve as greeters at the Strictly Business Expo and New Teacher Breakfast.
- Share their personal ideas during weekly Terrific Tiger breakfasts with the principal.

## **6. Parent & Community Engagement:**

Families are considered key stakeholders and partners for Orange School. To support their population, Orange looks to empower families and community by providing ongoing learning and resources. Parents and community members are additionally engaged as partners in specific projects. Highlights include:

- A Parent Night with information provided and a follow-up survey given for parents to complete.
- Partners in Education (PIE) - Orange has several partners who volunteer personal time, donations, and financial support. This is reciprocal as

students their 'take show on the road' and present 7 Habits information to partners.

- Hosted a family mission statement writing evening.
- Parent Lighthouse Team was created this year and have taken an active role in 7 Habits training and Leadership Day.
- Provided training and resources to families via recommended books, online resources, 7 Habits magnet, and a summary of *The Leader in Me* with goals and helpful online links.
- Student Leaders sharing a parent meetings.
- Orange Parent Association (OPA) supports the school and also has OPA mission statement. Kids come to OPA meetings and share about leadership. Students also have jobs at the OPA sponsored events.
- A very strong partnership exists with Melissa Reade and the local Chamber of Commerce. This partnership exemplifies a best practice in community and school collaboration working toward a common end in mind.

## 7. Leadership Events

Orange School is working to keep student leadership at the forefront of school initiatives, enabling you to find children of all ages sharing their talent and practicing leadership principles at numerous events, including Leadership Day.

Orange also offers experiences such as:

- The Development of a 7 Habits school song.
- Ongoing leadership assemblies (ROAR) to reinforce the 7 Habits and celebrate successes, including students leading portions of the assembly.
- Students practicing public speaking through a mock news show *Wake Up Seattle*.
- Continuous learning of the staff through attendance at Leadership Days at other *Leader in Me* schools.
- Synergy Session whereby parents, community members and staff share ideas and gain mini professional development opportunities.
- Hosting Symposium visit.
- Student-created videos that promote schoolwide initiatives.
- Community service projects, as previously noted.
- Tiger Nation Celebration.



## 8. Goal Tracking:

To lead students to success, students are supported to set goals and use systems and processes to track their success at Orange. Efforts include:

- Orange creates long-range school improvement goals connected to the overall district goal areas. These are at the forefront of their environment in academics, culture and leadership.
- A WIG board expresses their school-wide goals correlated to schoolwide strategies.
- Master Minutes at home activities are tracked as the strategy to support goal attainment.
- The schoolwide reading goal is written in X to Y by When format and includes tracking for both proficiency and growth.
- 100% of students are asked to develop and work toward personal and academic goals through the use of Leadership Notebooks.
- Some processes are in place to celebrate the attainment of goals.
- All students participate in student-led conferences.

## 9. Measurable Results:

Orange school leaders and school improvement teams work to align all school initiatives and goals for the greatest impact in order to support the whole child and be connected to district goals and leadership outcomes.

The school community focuses on three Wildly Important Goal (WIGS) areas:

1. 100% of students will make expected or accelerated growth and 90% of students will be proficient on the spring DRA 2 assessment.
2. All students will show growth in grade level assessments and essentials in mathematics.
3. 100% of staff will identify themselves and students as being connected to a safe, healthy and positive learning community.

## **Areas for Continuous Growth:**

As part of the journey for continuous growth and improvement as a *Leader in Me* School, the following suggestions for improvement are noted by criteria. Focusing on these areas will support schools in achieving their annual Lighthouse certification.

### **1. Lighthouse Team:**

To further grow as team coordinating the greater vision and goal of the *Leader in Me* Process:

- Create a Gantt chart with time-bound goals for action teams. Use the chart to manage current and future goals and accomplishments.
- Establish a comprehensive, written orientation plan for new staff.
- Add written captions to the evidence in your online evidence binder. Many of the artifacts do not have captions and are not self-explanatory to the outside viewer.

### **2. Leadership Environment:**

No further recommendations at this time.

### **3. Integrated Curriculum and Instruction:**

In order to ensure deep application of the 7 Habits in curriculum and instruction:

- Ensure that staff understand *The Leader in Me* Integrated Approaches to Student Learning\*, the levels of application, and how to integrate these into the district curricula.
- Expand the use of Leadership Tools, incorporating into lessons.

\*Content taught during FranklinCovey Community Coaching Day.

### **4. Staff Collaboration:**

To fully highlight your collaborative team, add additional evidence to the electronic binder that showcases this strength and eliminate redundant evidence.

### **5. Student Leadership:**



Clearly the students at Orange are valued, have a voice, and are provided with opportunities to lead. To build on your current success:

- Have teachers and students collaborate around leadership role ideas.
- Utilize the model 'Reflect and Teach it forward' for kids to turnkey leadership role responsibilities.
- Create a system for ongoing equitable access to classroom roles.
- Ensure students have voice and choice in classroom roles.
- Publicly track Student Lighthouse Team goals and ensure there is a cadence to their meetings.

#### **6. Parent & Community Engagement:**

No further recommendations at this time.

#### **7. Leadership Events:**

No recommendations at this time except to continue to empower more children to organize, speak and facilitate at school events and Leadership Days.

#### **8. Goal Tracking:**

To support your continued achievement, consider the following areas for growth:

- While Leadership Notebooks are used as a tool to set and track academic and personal goals, leverage the power of the notebooks to help reach student and schoolwide goals by:
  - Refining your Leadership Notebooks by having grade levels identify key academic content/strategies that students should goal-set against in order to align to school assessments. The power is in knowing and tracking strategies.
  - Ensuring that all leadership notebooks include: Classroom and personal mission statements; 7 Habits reflection and goal setting; Classroom goals, trackers and scoreboards; Academic goals, trackers and scoreboards; Personal goals, trackers and scoreboards; Leadership Role trackers and reflection, Celebrations page to archive goals achieved.

- Write all goals in the 'X to Y by when' model at the school level, classroom level and in student leadership notebooks. The schoolwide scoreboard for math is not written in this format and data collection intervals are unclear.
  - Data is not consistently updated for Mad Minutes. Common visual is good; use this trackers all the way down the Leadership Notebooks.
  - Classroom data walls need to be up and aligned with school goals.
  - Leadership Notebooks are too much like portfolios. The notebooks need to align with overarching school goals and strategies (see above for contents).
- Increase use of Leadership tools (Lotus, Plus/Delta, Prioritizer, etc.) to process content, support behavior and reflect on efforts.

### **9. Measurable Results:**

For continued growth in achievement in leadership, culture, and academics:

- When establishing your annual WIGs (Wildly Important Goals) take into consideration areas for growth in the nine Lighthouse criteria areas, specifically those mentioned in this report, to maintain the path for continuous growth.

### **Recommendation**

Orange School has achieved dramatic results with clear vision, mission and heart! It is a pleasure to recommend that the Orange Elementary School be awarded and be certified as a Lighthouse School until Spring 2017. Certification renewal will be awarded by taking into account the continuous growth achieved, based on suggestions from within this report. Through continued support and coaching there is no doubt that Orange will soar to new heights in *The Leader in Me* Process.

It is an honor to welcome Orange Elementary School into *The Leader in Me* Lighthouse Family!