



Sunrise Elementary School

2645 Landon Drive
Bullhead City, AZ 86429
Phone: (928) 219-3004

A K-4 Title I School

Fax: (928) 754-1820



<https://sunrise.bcsd15.org/>

<https://www.facebook.com/SunriseElementaryBHC/>

Christopher M. Roy, Principal

Aaron Francis, Assistant Principal

December 1, 2025

School Improvement Plan Team SY 2025-2026

[School Improvement - Integrated Action Plan](#)

Date & Time: Monday, December 1, 2025, at 4:15 PM, ROOM 22

Location/Link: Sunrise Elementary Library/[Google Meet](#)

Facilitator: Christopher Roy, Principal

Purpose: Review progress toward School Improvement Plan (SIP) goals for K–4 math and ELA, analyze student data, identify barriers, and agree on action steps with clear ownership.

Outcomes for Today

- Shared understanding of progress on Math and ELA SMART goals
- Data-driven identification of root causes and needs
- Clear, time-bound action items with owners and measures

Agenda

1. **Opening & Roles** – 3 min
 - Welcome, norms, roles
 - Assign roles:
 - **Facilitator** Christopher Roy
 - **Timekeeper** Amy Morstad
 - **Notetaker** Nicole Trujillo
 - **Equity Monitor** Aaron Francis
2. **Data Highlights** – 18 min
 - Achievement (K–4 math & ELA)
 - [DIBELS/DnA](#)
 - Attendance & Behavior Snapshots
 - Attendance [2024/2025](#)
 - Behavior [2024/2025](#)
3. **SIP Goal Status (R/Y/G)** – 15 min - [REVIEWED IAP](#)
 - Review math and ELA SMART goals (see below) [IAP](#)
4. **Strategies & MTSS Adjustments** – 12 min
 - Review implementation of instructional strategies and interventions
 - Identify additional supports/resources needed
5. **Decisions & Action Items** – 8 min
 - Assign next steps, owners, and due dates
6. **Closing** – 2 min
 - Plus/Delta; confirm next meeting date and pre-work



Sunrise Elementary School

2645 Landon Drive
Bullhead City, AZ 86429

Phone: (928) 219-3004

<https://sunrise.bcsd15.org/>

<https://www.facebook.com/SunriseElementaryBHC/>

A K-4 Title I School

Fax: (928) 754-1820



Christopher M. Roy, Principal

Aaron Francis, Assistant Principal

Name	Signature	Name	Signature
Michelle Alvarez		Kate Hall	
Julie Andrews		Kylee Melcher	
Haifa Staples		Jayme Marquis	
Ethel Anor		Jennifer Lott	
Analie Rellosa		Mason Gunter	
Bridget Chefalo		Jen Garcia	
Nicole Trujillo		Brandee Claassen	
Debbie Molloy		Robert Chapman	
Amy Morstad		Aaron Francis	
Amanda Amann		Christopher Roy	
Sandra Brown			



Sunrise Elementary School

2645 Landon Drive
Bullhead City, AZ 86429
Phone: (928) 219-3004

A K-4 Title I School

Fax: (928) 754-1820



<https://sunrise.bcsd15.org/>

<https://www.facebook.com/SunriseElementaryBHC/>

Christopher M. Roy, Principal

Aaron Francis, Assistant Principal

SCHOOL IMPROVEMENT MEETING MINUTES:

12.1.25 - SR SIT - [MEETING RECORDING](#)

 Meeting Information

Date: 2025-12-01 4:15

Location: Sunrise Elementary Room 22

Participants: Christopher Roy, Debbie Molloy, Julie Andrews, Amy Morstad, Analie Rellosa, Bridget Chefalo, Ethel Anor, Nicole Trujillo

 Meeting Notes

- Opening and Meeting Norms
 - Professional norms: respect, timeliness, positive intent, idea sharing.
 - Smaller group expected to facilitate smoother discussion.
- DIBELS Benchmark Data (Beginning of Year, August)
 - Next benchmark assessment in January.
 - Kindergarten: 25% at benchmark or higher; 62% intensive.
 - Grade 1: 34% benchmark or higher; 44% intensive.
 - Grade 2: 54% benchmark or higher; 34% intensive.
 - Grade 3: 43% benchmark or higher; 35% intensive.
 - Grade 4: 56% benchmark or higher; 22% intensive.
 - Positive acknowledgment of ELA and reading support.
- DNA Assessment (New Platform) – ELA and Math Results and Issues
 - First administration; technology and item-format learning curve noted.
 - ELA (Beginning of Year):
 - Grade 2: 87% minimally proficient; 4% passing (~3 students).
 - Grade 3: 87% minimally proficient; 6% passing (~4 students).
 - Grade 4: 97% minimally proficient; 0% passing.
 - Math (Beginning of Year):
 - Grade 2: 96% minimally proficient; 1% passing (1 student).
 - Grade 3: 96% minimally proficient; 3% passing (2 students).
 - Grade 4: 89% minimally proficient; 1% passing (1 student).
 - Identified issues:
 - Multi-step items; click-and-drag sequencing unfamiliar.
 - On-screen keypad required; keyboard input not recorded correctly.
 - Potential mismatch between reading fluency and responding to DNA items.
 - Teacher perspective:
 - First-time use; not time to panic.
 - Need test prep aligned to format and language.
 - Next benchmark is next week; data to follow.
- ELA Proficiency Goals and Instructional Status
 - Target by May 2026: Grade 3–4 FAY proficiency to increase by 9.3% (32.67% to 42.06%) to match state FAY average.
 - K–2 goal: M-Class composite mean score to increase by 30% from BOY to EOY.



Sunrise Elementary School

2645 Landon Drive
Bullhead City, AZ 86429
Phone: (928) 219-3004

A K-4 Title I School

Fax: (928) 754-1820



<https://sunrise.bcsd15.org/>

<https://www.facebook.com/SunriseElementaryBHC/>

Christopher M. Roy, Principal

Aaron Francis, Assistant Principal

- Instructional strategies aligned to learning targets are consistently used; ELA instruction observed and active despite district math focus.
 - Team marked "green across the board" for consistent use of instructional models in ELA.
- Instructional Feedback and Coaching
 - Ongoing classroom observations and feedback by principal, assistant principal, and instructional coach.
 - "Amy" has conducted multiple "look and learns" and provides feedback across math and ELA; note IC responsibility due to significant coaching support.
 - Team marked "green across the board" for instructional feedback and coaching.
- Targeted Interventions and Progress Monitoring (Move On When Reading; DIBELS; 95 Percent Group)
 - Process: DIBELS identifies intensive/strategic (red/yellow); phonics screener administered; interventions implemented using 95 Percent Group materials.
- Kindergarten: using Pocket PA and Pair interventions.
 - Grades 1+: using Chip Kits; clarification provided on kit levels (Basics, Advanced Phonics, Multi-syllabic).
 - Inventory confusion: Some kits turned in; smaller "tackle box" versions not received; Destiny system may be miscoded.
 - Progress monitoring challenges: 95% materials don't pair cleanly with DIBELS due to late start; K is progress monitoring; others testing alternates weekly; workload impacts small-group pulls.
 - Team assessed "yellow" due to progress monitoring difficulties and materials logistics.
- Clarification of 95 Percent Group Components and Implementation
 - Chip Kits are older; Phonics Lesson Library (PLL) embeds Chip Kit content into 30-minute lessons; Tier 3 program is 40–45 minutes.
 - Preferred teacher use: shorter, isolated-skill Chip Kit "tackle box" (15 minutes) to allow multiple small groups per day.
 - Need to verify inventory and coding; potential Title I funds available for additional kits if inventory is insufficient.
 - Action to double-check inventory and coding; consider purchases if needed.
- Data Ownership and Targeting Students
 - Goal: Train teachers to own/analyze data, identify three at-risk students, and modify lessons to close gaps.
 - Teachers using data binders; increased clarity on percentages and minimally proficient (MP) students; EL students frequently targeted.
 - Debate on "three students" concept: Many teachers target more than three based on need (pink/yellow bands); historic practice of naming three to ensure clarity and schoolwide intervention touchpoints.
 - Marked "yellow" overall—strong data use and lesson modification, inconsistent identification of a specific three students per teacher.



Sunrise Elementary School

2645 Landon Drive
Bullhead City, AZ 86429
Phone: (928) 219-3004

A K-4 Title I School

Fax: (928) 754-1820



<https://sunrise.bcsd15.org/>

<https://www.facebook.com/SunriseElementaryBHC/>

Christopher M. Roy, Principal

Aaron Francis, Assistant Principal

- Attendance Overview (Comparative: Prior year to current)
 - School-wide (July–early December): Last year 92.3%; this year 92.93% (slight improvement).
- Kindergarten: Last year 91.3%; this year 93.8% (highest among grades).
- Chronic absenteeism: ~35 students with 10+ days absent within ~60 school days.
 - Some absences due to bus not running; recognition of parents who still get students to school despite bus gaps.
- Behavior/Discipline Trends
 - District report comparison (July–December): Last year 223 referrals (bus + office); this year ~141 referrals (down ~82).
 - Bus-related improvements: Fewer violations; improved driver training cited; fewer students losing bus privileges.
 - Positive student discourse noted (e.g., “I respectfully disagree” on playground).
- School Safety and Social Skills Initiatives
- Buddy benches purchased (K–2 playground, 3–4 playground, field).
- Counselor-led lessons on conflict resolution and social skills.
 - Use cases: Students seeking playmates sit on bench; peers invite to play. Staff facilitate conflict resolution at bench when issues arise.
- Integrated Action Plan Review (Math and ELA)
 - Math goal: Increase proficiency from 29.4% to statewide average of 34.87% by May; K–2 target: +15% proficiency from BOY to EOY by 2025–26.
 - Assessment coverage considerations: Only Grade 2 took DNA benchmark for math; K–1 may use FastBridge for progress; potential limitation in evaluating K–1 math via DNA this year.
- Action Step Status (Red/Pink = not started/failing; Yellow = in progress; Green = done)
- Practice tests, pre-/post-assessments, and data analysis:
 - Grade 4: Green; creating tests and implementing.
 - Grades 1, 3: Working; varied implementation; mixed evidence.
 - Kindergarten: Mid-cycle check approach; Yellow.
 - School-wide: Yellow (in progress across grades).
- Differentiate small-group instruction for math based on benchmark/lesson data:
 - Mixed implementation; some teachers pull groups opportunistically.
 - Barrier: Schedule lacks dedicated daily math reteach/enrich block this year.
 - School-wide: Yellow, with noted scheduling constraints.
- Use of Bullhead CSD instructional model (alignment, teaming):
 - School-wide: Green; stronger consistency this year; direct instruction and teaming practiced.
- Observation/feedback cycles by school leaders:
 - July–mid-October limited due to prior commitments; improved later.
 - School-wide: Yellow (some cycles conducted, not fully consistent).
- Technology resources for math (e.g., Zearn):
 - Kindergarten: Green (using Zearn; sometimes during stations).
 - Grade 1: Pink (not using Zearn; uncertainty across team).
 - Grades 2, 3, 4: Green (reported use of Zearn).



Sunrise Elementary School

2645 Landon Drive
Bullhead City, AZ 86429

Phone: (928) 219-3004

<https://sunrise.bcsd15.org/>

<https://www.facebook.com/SunriseElementaryBHC/>

A K-4 Title I School

Fax: (928) 754-1820



Christopher M. Roy, Principal

Aaron Francis, Assistant Principal

- School-wide: Yellow (4/5 grades green; Grade 1 pending adoption).
- MTSS Adjustments and Scheduling for Math Small Groups
 - Post-95% consultation, Title program and classroom materials realigned to fit time allotments.
- Scheduling is an impediment; need dedicated time for math small groups.
- Discussion of DMS (Daily Math Skills?) 15-minute block: usage inconsistent across grades; could be repurposed for math small groups if not used for fluency practice.
 - Mixed views: Some grades still use DMS daily; others fallen off; suggestion to confirm current practice and consider integrating small groups within that window.
 - Master schedule complexities: Existing long intervention blocks (e.g., 75–90 minutes) create constraints; small tweaks can cascade.
 - Leadership will draft a schedule to better support math small groups and validate minutes; share with team leads and teachers for PLC feedback.
- Kindergarten-Specific Implementation Concerns
 - Kindergarten may not be appropriate for certain automaticity programs while teaching foundational skills.
 - Need to clarify guidance (e.g., whether to pause and restart later in the year).
- Pending curriculum and PD meeting to confirm approach for kindergarten.
- Scheduling and Time Allocation Discussion
- State-recommended daily minutes (K–3 examples):
 - Developmental Reading: 112 minutes daily.
 - Tier 1 Language Arts: 75 minutes daily.
 - Math: Recommended; current allocations vary by grade.
- Current school allocations:
 - Tier 1 ELA overage: Kindergarten at 90 minutes (15 minutes over).
 - Math minutes: K–1 at 75; Grade 2 at 85; Grade 3 at 90; Grade 4 at 85 (over recommended).
 - Social Studies/Science under allocation in most grades.
- Intervention minutes:
 - Tier 2: 90 minutes per week; Tier 3: 225 minutes per week.
 - Intensive students could receive ~191 minutes daily reading instruction.
- Physical activity/recess:
 - 45 minutes daily (morning, lunch, afternoon).
 - Consider cutting one recess to recover 15 minutes; discuss impacts.
- Lunch duration:
 - 30 minutes currently; lines can be long; students not rushed to eat.
 - Consider reducing to 25 minutes; maintain 30-minute teacher lunch by duty coverage.
- Potential schedule adjustments:
 - Reclaim time from Tier 1 ELA overage and recess for math intervention.
 - Address under-allocation in Social Studies and Science.
- Next Meeting Scheduling
- Next meeting set for Monday, February 2 at 4:15 PM.



Sunrise Elementary School

2645 Landon Drive
Bullhead City, AZ 86429
Phone: (928) 219-3004

A K-4 Title I School

Fax: (928) 754-1820



<https://sunrise.bcsd15.org/>

<https://www.facebook.com/SunriseElementaryBHC/>

Christopher M. Roy, Principal

Aaron Francis, Assistant Principal

Next Arrangements

- ☐ Admin to review and propose schedule adjustments for a dedicated math reteach/enrich block next semester.
- ☐ Principal, Assistant Principal, and Instructional Coach to co-develop a draft master schedule focused on MTSS and math small-group time; share with team leads and teachers for PLC feedback.
- ☐ -Conduct next DNA benchmark next week; share and review results.
- ☐ Grade-level teams to examine DNA item formats and prepare students for tech-specific tasks (drag-and-drop, on-screen keypad).
- ☐ Verify DMS/fluency-block usage across teams; determine if the 15-minute block can support math small groups where appropriate.
- ☐ Double-check 95 Percent Group kit inventory and Destiny coding; ensure "tackle box" Chip Kits are distributed; request Title I purchases if shortages persist.
- ☐ Teams to confirm progress monitoring processes for 95% interventions and alignment with DIBELS or alternative tools.
- ☐ First grade to evaluate and consider adopting Zearn or equivalent math tech resource.
- ☐ Counselor to continue buddy bench lessons and staff guidance on facilitation.
- ☐ Track and recognize parents ensuring attendance during bus service gaps; implement targeted support for bus-dependent students.
- ☐ Confirm K-1 math progress monitoring via FastBridge and define EOY evaluation approach; clarify K-1 assessment comparability to DNA.
- ☐ Maintain observation/feedback cycles; schedule regular walk-throughs.
- ☐ Clarify kindergarten implementation guidance with curriculum/PD (e.g., timing for automaticity programs).
- ☐ Reinforce data ownership: Each teacher to identify and be able to name targeted students for specific skill gaps, even if more than three are served.
- ☐ Meet on Monday, February 2 at 4:15 PM.