

2015-2016 School Improvement Plan



Principal: Jane DeGrenier

School: **Center Sylvester Elementary**

Co-Chair: Cheryl Klim

Members: Doug McLellan, Shari Laprise, Debbie Nicoll, Heather Healy, Anne Gordon, Kerry Ennis, Emily Baird

Date Submitted to School Committee: **September 25, 2015**

Date Approved by School Committee: TBA

Hanover Public Schools

“The mission of Hanover Schools is to guide every student to thrive in a global society.”

2015 – 2016 SCHOOL IMPROVEMENT PLAN

Date: 9/16/15	School: Center/Sylvester	Principal: Jane DeGrenier	School Year: 2015 - 2016	School Council Co-Chair: TBD
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GOAL #1: To successfully integrate a School Resource Officer (SRO) into all Hanover Public Schools.

RATIONALE	ACTIVITIES
<p>The Hanover Public Schools and the Hanover Police Department have researched and planned for a successful implementation of a School Resource Officer model. The Hanover Public Schools SRO will use the “triad approach,” as endorsed by the National Association of School Resource Officers, to accomplish the following:</p> <ul style="list-style-type: none">• Serve the students of Hanover as part teacher, part counselor, and part officer• Enhance the level of safety and security in our schools• Serve as a mentor to the children of Hanover• Be present or available to each Hanover Public School on a daily basis <p>During the 2015-16 school year, Hanover Public Schools and the Hanover Police Department will continually monitor and evaluate the progress of this goal.</p> <p>District Strategic Objective # 5: To evaluate every opportunity and take every practical action to increase school safety and to maintain campuses that are secure and prepared for emergencies through the use of current technology, partnerships with law enforcement and public safety agencies, and ongoing staff and student training on emergency and threat response.</p>	<ol style="list-style-type: none">1. Introduce Officer John to all students and faculty and provide opportunities for outreach.2. Establish rotating schedule with each school, allowing for presence at events during and after school hours.3. Officer John will assist as a trainer for ongoing A.L.I.C.E. school safety training.4. Establish communication protocols between each school and Officer John and the Hanover Police Department.5. Officer John will become a regular participant in student meetings, intervention team meetings, and safety meetings.6. Monitor, evaluate, and revise the rollout of a School Resource Officer on an ongoing basis.

<p style="text-align: center;">TIMELINE</p> <p>2015 – 2106 School Year</p>	<p style="text-align: center;">EVIDENCE OF COMPLETION</p> <ol style="list-style-type: none"> 1. Faculty, student, and parent feedback 2. Data collection related to collaboration with SRO 3. Anecdotal evidence of SRO integration 	<p style="text-align: center;">REVIEW STATUS</p> <p>(To be completed May/June 2016) For each piece of evidence, indicate progress as follows: 1. Completed, 2. Not Completed (explain) or 3. Ongoing (explain)</p>
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RESOURCE NEEDS	BUDGET COSTS
<ul style="list-style-type: none"> • No additional resources necessary. 	<ul style="list-style-type: none"> • No additional budget costs.

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GOAL #2: To enhance instruction and student learning outcomes in math by successfully implementing the enVisionMath 2.0 program inclusive of its technological instructional components, digital homework, and formative/summative assessments.

RATIONALE	ACTIVITIES
<p>Research shows that conceptual understanding is developed when new mathematics is introduced in the context of solving a real problem in which ideas related to the new content are embedded. Conceptual understanding results because the process of solving a problem that involves a new concept or procedure requires students to make connections of prior knowledge to the new concept or procedure. The process of making connections between ideas builds understanding.</p> <p>The enVisionMATH 2.0 program is organized to help students focus on clusters of Common Core standards that provide a “deeper dive” into the topic content.</p> <p>District Strategic Objective #1: To develop and sustain a system-wide environment wherein exceptional instruction and student achievement are at the core of our work, and realized through collaborative action.</p>	<ol style="list-style-type: none"> 1. Provide professional development to all K-4 teachers in the enVisionMATH 2.0 program. 2. Assist teachers with technology integration by providing professional development and ongoing support. 3. Incorporate the daily <i>Math Challenge</i> and <i>Math Anytime</i> components of enVisionmath2.0 as part of daily pre-lesson seatwork. 4. Reserve time for teachers to conduct peer observations of their colleagues to see various components of enVisionmath2.0 “in action.” 5. Dedicate PLC time to analyze the formative and summative mathematics assessments. 6. Incorporate the enVisionmath2.0 Topic Assessments, Cumulative Assessments, and Math Diagnostics into the yearly calendar for progress monitoring. 7. Administration to conduct informal observations of math lessons once weekly to provide targeted feedback to teachers. 8. Assist teachers with iPad integration and home school connection by supporting their efforts with the E-Text and Bounce apps.

TIMELINE 2015 – 2016 school year	EVIDENCE OF COMPLETION 1. Teacher feedback on implementation 2. PD feedback and documented trainings 3. Lesson plans, assessment data	REVIEW STATUS To be completed May/June 2016) For each piece of evidence, indicate progress as follows: 1. Completed, 2. Not Completed (explain) or 3. Ongoing (explain)
RESOURCE NEEDS	BUDGET COSTS	
<ul style="list-style-type: none"> • Ongoing trainings planned during in-service for 2015-2016 	<ul style="list-style-type: none"> • No additional budget costs at this time. 	

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GOAL #3: To continue to strengthen and sustain a school wide collaborative culture to improve instruction and student learning through the use of professional learning communities, peer observation, and professional development.

RATIONALE	ACTIVITIES
<p>Professional Learning Communities: PLCs will continue to be utilized to establish a school-wide culture focused on building and sustaining school improvement efforts. Through active participation in PLCs, teachers will enhance their leadership capacity while they collaborate as members of high-performing teams that focus on improving outcomes for students. Building on the progress made during PLCs last year, we will look for opportunities to increase the level of teacher facilitation of PLCs through the use of agendas, norms, and protocols. This will serve as an opportunity to address school-wide issues in a more in-depth fashion, serving as an introduction to future professional development activities including Instructional Rounds.</p> <p>Teacher Collaboration Time: Using time during the school day designated as teacher collaboration time, teachers will identify a group of colleagues to collaborate with and address common topics of interest related to teaching and learning.</p> <p>Peer Visits: Using a designated time during the school day, teachers will visit colleagues to inform their own practice. Teachers can provide valuable feedback to one another and bring learned techniques back to their own classroom.</p> <p>Professional Development: During designated early release days, professional development will begin with a quick overview of building-related issues and updates. This will ensure that information formerly provided during faculty meetings will continue to be shared on a timely basis. The bulk of time will be</p>	<ol style="list-style-type: none">1. Utilize and model the established <i>Norms</i> in our daily interactions and work with teachers and each other.2. Continue work of the leadership team to establish shared decision-making and foster teacher leadership opportunities.3. Frequently recognize teachers through praise and gratitude.4. Value staff feedback and provide timely and appropriate responses through open channels of communication.5. Continue developing the use of the new evaluation system with all teachers on the five-step cycle of the evaluation tool and provide PD on how to complete the Self Reflection, Educator Plan, the Student Learning SMART Goal, and the Professional Practice SMART Goal. Move the process onto Google docs as a form of management for all staff.6. Incorporate language from the Evaluation System Teacher Rubric into the daily culture of the school.7. Provide incentives for teacher leadership including faculty led professional development.8. Designate topics and protocols for each PLC session, using the National School Reform Faculty resources.9. Teachers will maintain formal weekly PLC agendas ultimately including rotating member roles, identified tasks and measurable objectives.10. Beginning in 2016, PLCs will be utilized to introduce, plan, and implement the Instructional Rounds process.11. Collect feedback on PLCs, teacher collaboration time, peer visits, and professional development to ensure a quality product and guide future collaborative efforts aimed at improving teaching and learning.

<p>reserved for professional development topics, which will be teacher led whenever possible. Professional development topics will enrich the discussions generated during PLCs.</p> <p>A true collaborative environment fosters a sense of collective purpose and promotes an atmosphere of collegiality, trust, and shared mission. This environment creates the ideal conditions for reflections, risk taking, revision, and change in practices; all in the name of school improvement.</p> <p>District Strategic Objective #1 – Teaching and Learning: To develop and sustain a system-wide environment wherein exceptional instruction and student achievement are at the core of our work, and realized through collaborative action.</p> <p>District Strategic Objective #2 – Human Capital: To recruit, develop, retain committed, motivated, talented, collaborative administrators, teachers, and support personnel to ensure a culture of teamwork and educational excellence.</p>	
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TIMELINE	EVIDENCE OF COMPLETION	REVIEW STATUS
2015-2016 School Year	<ol style="list-style-type: none"> 1. Agendas from leadership and staff meetings; audit of progress on norms 2. Google docs established for each staff member for evaluation system 3. PD evaluation forms 	(To be completed May/June 2016) For each piece of evidence, indicate progress as follows: 1. Completed, 2. Not Completed (explain) or 3. Ongoing (explain)

RESOURCE NEEDS	BUDGET COSTS
<ul style="list-style-type: none"> No additional resources needed at this time. 	<ul style="list-style-type: none"> No additional budget costs at this time.

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GOAL #4: To improve student learning through increased teacher training in technology integration and digital literacy in the classroom.

RATIONALE	ACTIVITIES
<p>The Hanover Public Schools believe that technology tools enable diverse approaches for developing and synthesizing concepts, and should be viewed as “the way its teachers do business”. Therefore, it should be seamlessly integrated into instruction, as an authentic component of how students collaborate, communicate, and problem solve.</p> <p>Key components of the Hanover Public Schools Technology Plan include:</p> <ul style="list-style-type: none"> • All teachers will use technology appropriately with students to improve learning • All teachers will develop an understanding of the importance and persistence of technology literacy to further student learning • Technology teams will create plans for technology-rich classrooms that will directly impact student learning and performance • The district will encourage the development and use of innovative strategies for delivering high-quality professional development through the use of emerging technology <p>District Strategic Objective #1: To develop and sustain a system-wide environment wherein exceptional instruction and student achievement are at the core of our work, and realized through collaborative action.</p>	<p>The Center Sylvester School will adopt the International Society for Technology in Education’s Standards for students in the following areas:</p> <ul style="list-style-type: none"> • Creativity and innovation • Communication and collaboration • Research and information fluency • Critical thinking, problem solving, and decision making • Digital citizenship • Technology operations and concepts <p>To facilitate the adoption of these goals, the Center Sylvester School will move towards an all-Google platform over the next three years, including:</p> <ol style="list-style-type: none"> 1. Establish student learning outcomes and teacher expectations for technology in the classroom at every grade level. 2. Support and train teachers on the digital components of enVision2.0 math, Realize, and the Bounce apps. 3. Continue to incorporate best practices that highlight the successful use of technology within the classroom by supporting and encouraging teacher-led PD and peer observations. 4. Offer professional development for implementation of ISTE standards through the use of Google platforms. 5. Technology training will be embedded in PLC’s and staff meetings. 6. Transition to teacher use of Google Chromebooks to facilitate instruction, communication, and feedback to students. 7. Increase representation on the District Technology Committee to include one teacher per grade level. 8. Continue to utilize the District Technology Committee for improvement in technology integration in both instructional and non-instructional areas and to make recommendations for technology purchases.

	9. Conduct an analysis of computing resources (Chromebooks, iPads and desktop computers) usage in order to guide purchasing decisions and decisions regarding teaching and learning at Center Sylvester Elementary School.
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TIMELINE	EVIDENCE OF COMPLETION	REVIEW STATUS
2015-2016 School Year	<ol style="list-style-type: none"> 1. Agendas from tech committee meetings 2. Agendas from tech pd sessions 3. Map digital instruction expectations 4. Increased use of all aspects of Aspen by elementary staff 	(To be completed May/June 2016) For each piece of evidence, indicate progress as follows: 1. Completed, 2. Not Completed (explain) or 3. Ongoing (explain)

RESOURCE NEEDS	BUDGET COSTS
<ul style="list-style-type: none"> • Additional personnel needed. 	<ul style="list-style-type: none"> • \$25,000.00