

**Dale Street School Improvement Plan 2010-2011
Developed By the Dale Street School Council
Presented to the Medfield School Committee May 17, 2010**

The Dale Street School Council has had a very productive year and a positive impact on the Dale Street community. The members of the Dale Street School Council for the 2009 to 2010 school year were parent representatives Leslie Scier, and Tina Cosentino (Co-chairs and grade 5 parent representatives), Colleen Bonde and Sharon Tatro (grade 4 parent representatives); teacher representatives Kathy Kosmo (grade 5), Christian Dauphinee, Janice Olson (grade 4) and Bill Pope (Special subjects); Community representative Annemarie Keleher; and principal Kim Cave (Co-chair).

For the 2010 to 2011 school year, I look forward to working with our new council members. Parent representatives for grade four will be elected at the Parent Information Night for current grade three parents in September 2010. Returning parent representatives Colleen Bonde and Sharon Tatro will work with me as co-chairs. Teacher representatives will be elected before the end of the year.

Through the efforts of the staff and the support of the parents and community, the Dale Street School Council has worked this year to implement the School Improvement Plan as presented in June of 2009. The following is written to summarize progress on goals for 2009-2010 and provide an overview of goals for 2010-2010 as they relate to our Strategic Plan.

Theme I: Facilities, Equipment and Technology

Facilities and Equipment

Summary 2009-2010:

- Replaced seven windows on the second floor, totaling two classrooms
- Completion of removal of old tiling and retiling of three classrooms
- Painted the auditorium/gymnasium
- Painted three classrooms
- Replaced furniture in two classrooms
- Expanded one staff bathroom (handicap accessibility)
- Converted extra classroom to Learning Center/Math Lab
- Cleaned and reorganized two storage closets for better use of shared curricula materials
- Worked with Director of Finance, Director of Maintenance, and Head Custodian to assess the long and short term needs of the building
- Developed a plan for summer work and preparation for student needs

Goals 2010-2011:

- Replace twelve windows on the second floor, totaling three classrooms.
- Paint four classrooms and Special Education rooms
- Paint student bathrooms and change lighting
- Re-locate Math Intervention Lab; Reading Intervention room and OT space
- Design space for additional special educator
- Continue to work with Director of Finance, Director of Maintenance, and Head Custodian to assess the long and short term needs of the building; prioritize the needs and develop a plan
- Our goal to monitor the cleanliness, sanitary conditions of the school, improve the aesthetics of the building, and maintain a safe and pleasant environment for students and staff is on -going

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Technology

Summary 2009-2010:

- Professional Development for teachers/staff in using technology as communication and management tool
- Assessed and improved the Information Literacy curriculum including Technology Standards and how they are integrated into the curriculum. A focus on four areas of technology proficiency was highlighted during the year.

The four areas were:

- Word processing/keyboarding
 - Curriculum software
 - Big Six research
 - Presentation tools
- Improved and kept the Dale Street School website current.
 - Used software to support curricula

Goals 2010-2011:

- Continue to improve and keep the Dale Street School website current
- Explore ways to bring consistencies to the websites across the district
- Continue PD for teachers/staff using technology as communication and management tool
- Technology projects in both grade levels based on Massachusetts Technology Literacy Standards
- Pilot implementation of Coalition funded Smartboards- three per grade and LMC
- Expand the use of assistive technology for students with special needs

Theme II: Curriculum and Assessment

Curriculum and Instruction

Summary 2009-2010:

- Implemented another piece of a Balanced Literacy Program through use of the Independent Reading Program and assessment
 - Focused on using the Reader's Notebook
 - Supported the Writer's Workshop model
 - Modeled ways to effectively use the Literacy block
- Grade 5 Science Program purchased and implemented (January 2010)
- Devoted monthly grade level meetings to assessing our Science and Social Studies program through pacing and modified assessments
- Continued to update and expand the Dale Street School Character Education Program:
 - Implemented three Bus meetings
 - implemented Cyberbullying ("CyberSmart") curriculum from MARC
- Developed the Math Intervention program further and implemented as of September 2009 for targeted fourth *and* fifth grade students. Students were provided with two additional periods of specific, small group math instruction per week. Eligibility was based on:
 - MCAS scores
 - Grade three assessments
 - Grade four beginning of the year assessments
 - Teacher recommendation
 - Observations of Math Specialist
- Developed Curriculum for pilot after school (six week) ELA Intervention.

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Goals 2010-2011:

- Continue implementation and support of a Balanced Literacy Program
- Coaching model K-5 with support of ELA and SS Coordinator to support reading instruction in classrooms
- Assess and continue implementation of Social Studies programs
- Model ways to effectively use the Mathematics block
- Assess and continue implementation of Grade 5 Science program
- Support Big Six projects and Information Literacy standards
- Explore the use of targeted time in the schedule to provide additional differentiated instruction in Math and Reading
- Continue to expand and improve the Character Education curriculum including Cyberbullying curriculum
- Implement new/improved schedule that includes:
 - Clustered homeroom teachers and consistent schedule to allow for:
 - Shared planning time
 - “Cluster” meetings called “Teamspeak” that resemble mini TSTs
 - Continued time for Instrument/Ensemble time
 - Consistent Intervention time within the schedule
 - Two extra Math classes (leveled)
 - Two extra reading classes (leveled)

Assessment

Summary 2009-2010:

- Developed an Individual Math Improvement Plan (IMIP) based on assessment data for students in need of remedial support
- Developed modified Social Studies assessments in grade four
- Reviewed grades four and five math assessments. Needs further development
- Documented consistent Universal Screenings in ELA and Math

Goals 2010-2011:

- Development of K-5 cumulative assessment record to include math
- Study of Math assessments and documentation
- Development of a common writing rubric for core writing samples.
- Continue to define and develop Science assessments
- Continue to assess and develop/modify Social Studies assessments.
- Study group to examine assessment systems

Theme III: Student Life

Summary 2009-2010:

- Summer reading for entire school (No Talking) - classroom projects; parent/student evening book discussion
- Grade four Poet in Residence- Andrew Green (one month)
- Grade five Author in Residence- Barbara O'Connor (one month)
- Grade 4 Museum of Science- Animal Encounters
- Grade 5- *Courage to Dream* (Ben Franklin)
- Christa MacAuliffe Space Center (Grade 5)
- Old Sturbridge Village (Grade 5)
- Grades 4 and 5- Scot Canon- Character Education
- Bus meetings- building leadership skills and positive behavior on the busses

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- Piloted a new schedule that allowed for equitable blocks of uninterrupted blocks of time to teach the core curriculum as well as a new model for providing music lessons without missing academics (clusters)
- Piloted a Community Service Program (“Dale Street Delivers”) in fall 2009 (CSA run and supported)

Goals 2010-2011:

- Continue entire school summer reading choice (The Lemonade War)
- Continue grade specific residencies
- Explore possibility of Memorial and Dale Street Bus meetings
- Continue the Community Service program led by CSA volunteers- “Dale Street Delivers”
- Explore and coordinate parent experiences around student Wellness

Theme IV: Personnel and Professional Development

Summary 2009-2010:

- Continued use of training manuals for teacher aides through yearly training
- Developed Staff Resource Binder to include all key elements of the school
- Used professional development days to train entire staff (including paraprofessionals) on:
 - Legal issues (confidentiality; 51-A reporting; restraint training; sexual harassment; Title VI; Title IX; Homeless Policy)
 - Medical issues (Epi-pen training; health care plans; food allergies)
 - Staff Handbook and Behavioral expectations
 - D-CAP District Curriculum Accommodation Plan
 - SIP- School Improvement Plan
 - IEP/Section 504 responsibilities
 - Teacher Support Teams
 - Internet Acceptable Use Policy
 - EAP- Employee Assistance program
- Vertical Team Fall In-Service in using the K-5 Literacy Resource Binder
- Received a Partnership Literacy Grant in November 2009. The requirements of the grant helped shape the professional development goals of Dale Street for the 2009-2010 year:
 - Used In-Service and (8)Job-Embedded days to support yearlong PD in Literacy- training provided by Teachers 21. Topics included:
 - An overview of RTI
 - Developing a balanced Literacy block
 - Using student work to drive the curriculum decisions
 - Integrating literacy skills into the content areas
- Introduction of Character Education training in the effects of Bullying and Teasing (Cyber bullying) through expertise of MARC (Massachusetts Aggression Reduction center at Bridgewater State College)
 - New committee of teachers participated in the Train the Trainer model at MARC
 - Committee of teachers ran our February In-Service for staff 3-8
 - Two grade specific assemblies were held for students on the topic of Cyberbullying. The assemblies were facilitated by a graduate student from MARC
- Used Job-Embedded day to train all Grade 5 teachers on the implementation of new Science curriculum from the Museum of Science. The unit was on Magnetism and the meeting was facilitated by the MOS staff
- Divided staff into Committees that met monthly to provide on-going support in key areas. The committees included:

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- A Curriculum Review committee to develop core vocabulary in each curriculum area
- A Safety Committee
- A Character Education Committee
- A Staff Wellness Committee
- An Assembly and Grade 5 Celebration Committee
- A Public Relations Committee

Goals 2010-2011:

- Deepen our understanding of Response to Intervention
- Vertical team emphasis across the curriculum
- Continued support with Professional Development using common assessments data to identify student needs and differentiate instruction
- Continued support of using student work to assess and drive instruction
- Continued training and implementation of the Balanced Literacy Program
- Continued implementation and review of new Social Studies curriculum through focused grade level meetings
- Continued documentation; discussion; training and implementation of Science units
- Continued training and support of use of technology in the classroom with an emphasis on curriculum integration
- Improved support and training of paraprofessionals
- Introduction of Character Education training in the effects of Bullying and Teasing (Cyber bullying) through expertise of MARC (Massachusetts Aggression Reduction center at Bridgewater State College)
- Addition of RTI Study Group Committee to staff choices to lead the deepening of our understanding of how to meet all students' needs

Theme V: School Management and Leadership

Summary 2009-2010:

- Consistent bi-weekly grade level meetings scheduled (run by grade level leaders)
- Monthly Committee meetings
- Monthly faculty meetings
- Weekly FYI emails to staff
- Teams scheduled for daily common planning time across grade levels
- Opportunities provided for K-5; K-3; and 3-5 vertical teams to study curricula
- K-12 Coordinators included in Scheduling Committee
- Support and leadership from ELA/SS Coordinator and Instructional Technology Specialist
- Developed a Bullying Plan to be included in the 2010-2011 student/staff handbook (May-June 2010)

Goals 2010-2011:

- Continue promotion of 'best practices' through PD opportunities
- Continue shared leadership opportunities (Committee work; faculty sharing; grade level meetings; SAC; Scheduling Committee, etc.)
- Continue promotion of K-5 vertical team for study of curricula
- Train all staff regarding the new Bullying Plan based upon the district's policy

Theme VI: Communication and Community Outreach

Summary 2009-2010:

- Increased use of local press for school events (Character Education Assemblies; grade specific Big Six Projects; etc.)
- Held three K-5 parent workshops on student wellness
- Held a grades 4-5 parent workshop on Bullying and Cyberbullying
- Parent Education Workshops through CSA Meetings – Math; new Social Studies program; Author/Poet Residencies; Student Advisory Council etc.
- Supported retired volunteers.
- Food Pantry drive; Girl Scouts Green Lunch Box and CD/DVD drive; Home Committee holiday collection
- Principal Coffees (5 held throughout the year)
- Added “Principal message bi-monthly to Dale Street website
- Supported Community Service program with CSA funded “Dale Street Delivers”

Goals 2010-2011:

- Add a RTI Study Group Committee to staff choices to promote more public knowledge of Dale happenings
- Explore possibility of working with Youth Outreach program
- Continue to offer Principal Coffees throughout the year
- Continue to work with all community programs and agencies to support children and families

In closing, I continue to be very thankful for the support that so many people have given to our school. I believe we have developed a School Improvement Plan for 2010 to 2011 that correlates with the Strategic Plan and supports school and district efforts to provide quality learning opportunities for all children. I look forward to continuing the success of our wonderful school programs in the fall.

Respectfully submitted,

Kim L. Cave