

Medfield Public Schools

Medfield High School Improvement Plan 2009-2010

The following is written to summarize progress on goals for 2008-2009 and provide an overview of goals for 2009-2010. Site council members included four parents, three faculty members, six students and the high school principal. This year we will be saying good bye to many of our members. I want to thank our retiring members for their service. I welcome the input of the site council in developing this plan.

Theme 1: Facilities, Equipment and Technology

Summary 2008-2009

- Press box completed
- Teachers received in-house training on smart boards, united streaming videos, the discussion board feature of Edline and other pertinent technologies
- Naviance a guidance software program was used to do the course selection process online

Goal 2009-2010

- Continue to work on a plan to secure and install more trophy and display cases in the high school foyers.
- Continue to plan for replacement of aging computers
- Continue professional development for the teachers in using technology in the classroom

Theme 2: Curriculum, Instruction and Assessment

Summary 2008-2009

- Professional development time has been spent undertaking the NEASC self-evaluation process. As a result of that process the following topics have been discussed:
 1. Evaluating various types of assessment tools within departments
 2. Evaluating tests to ensure the assessment of higher order thinking skills within tests
 3. Evaluating curriculum maps for the high school departments
 4. Discussing “best practice” instructional methodologies used at MHS
- The exam committee continued to look at mid-year and final exams. This committee distributed surveys to students, parents and faculty in the late winter. The purpose of the surveys was to determine whether the mid -years and finals are achieving their intended goals. We were extremely pleased with the number of respondents to the survey; 348 students, 233 parents and 73 teachers provided input. The exam committee reviewed the results and forwarded a list of recommendations to the principal. There were very few questions which produced a real mandate. One of the questions that did was to administer mid-

- terms with a weekend in the middle. Other significant results revolved around transitioning the freshmen into taking mid-terms and finals.
- Time was designated within the monthly schedule for teachers to collaborate within and across disciplines for the purpose of elevating the caliber of student work

Goal 2009-2010

- Implementation of the recommendations of the exam subcommittee.
- Continue to provide a time into the monthly schedule for teachers to interact within a discipline or across disciplines to discuss curriculum, instructional methods and student issues for the purpose of elevating the caliber of work produced.
- Continue to examine work study, community service and senior project programs to involve more students.
- Review course offerings to ensure that students at all levels have access to a wide variety of offerings in all disciplines. Review the offerings both in terms of curriculum and instructional methodologies.

Theme 3: Student Life

Summary of 2008-2009

- Research was completed to determine the number of external suspensions and Saturday schools and the reasons these were assigned. Research was also completed through MSSAA to review how other schools approach suspensions. Because many of our suspensions involve attendance issues site council is proposing a pilot program of in-school suspensions primarily as they relate to attendance issues.
- We continued to work to address the needs of “at- risk” students. A group of students was identified by the guidance counselors and administration and they were asked to join an “adventure team”. This group met periodically during the year to check-in with the three adult advisors. The purpose of these meetings was to participate in team building activities and to keep the students attached to school personnel. This program has proven to be successful.
- A subcommittee of site-council continued to look at stress and proposals to help alleviate it. After much discussion this sub-committee decided to plan and implement “stress recess” week. During “stress recess” week students participated in various activities designed to reduce stress. These activities were offered during reading periods and most involved movement and physical activity. Students from site-council and from peer leadership were instrumental in designing and implementing the week’s activities.
- We continue to engage in conversations regarding stress and stressors and the concept of finding an evening speaker to discuss the need for making choices and limiting activities that students are engaged in during the year.

- The peer leaders continued a social norms campaign to help reinforce the positive decisions our students are making about alcohol and substance use as well as other health issues.
- In examining the role of students in developing school procedures, policies and procedures, it was determined that this year students helped develop and plan “stress recess” week, peer leaders proposed “DIRT” (a one man show about substance abuse and about making choices) as the presentation for our pre-prom assembly. The students worked with the administration to determine ways to raise the funding to have this presentation for the student body and also an evening performance for parents. Students brought the proposal for the extension of senior lunch privilege through the campus life committee to the administration. Students were active participants of the exam subcommittee.

Goal for 2009-2010

- Refine and enhance “stress recess” week
- Find a speaker to discuss with parents and students making choices and limiting the number of activities undertaken.
- Continue and enhance the “adventure team” concept to help meet the needs of the “at-risk” population.
- Pilot in-school suspension for attendance issues.
- Continue to increase the role of students in developing school procedures, policies and programs.

Theme 4: Personal and Professional Development

Summary of 2008-2009

- The all school professional development days this year were used for the NEASC self-evaluation process. During this process various interdisciplinary committees performed in depth reviews of the school’s mission, curriculum, instruction, assessment, leadership and organization, school support services and community support. These collaborative teams created reports which will be shared with the visiting team in late October.
- Many faculty members utilized job embedded days to revamp and refine curriculum. Teachers worked together to ensure consistency in instruction and assessment.
- Teachers continued to enjoy the opportunity to participate in the “Teachers as Scholars” program.

Goals for 2009-2010

- Continue to promote “best practices” through professional development opportunities.
- Utilize recently completed teacher surveys to determine specific activities for professional development days.

Theme 5: School Management and Leadership

Summary of 2008-2009

- All reports for the NEASC self-study have been reviewed and approved. Housing arrangements have been made for the visiting committee. Final preparations are under way for the visit in October of 2009.
- New GPA calculation scale was implemented and the new reporting tool was utilized

Goals for 2009-2010

- Finalize the preparations for the NEASC visit in October of 2009.
- Study the feasibility of a formal advisor/advisee program at the high school.

Theme 6: Communication and Community Outreach

Summary of 2008-2009

- Electronic mailings have been utilized for the notification of parents about significant events occurring at the high school.
- Edline has been utilized by all teachers to post class expectations and progress reports. More and more faculty members are utilizing Edline to post homework assignments.
- Students contributed money to Pennies for Patients again this year; they contributed money to research for Cystic Fibrosis in memory of Dan and Lisa Palermo; students did an annual can collection to help the Medfield food cupboard.
- In coordination with the Lions club members of Warriors for the Homeless organization collected new and gently used coats and distributed them to the less fortunate.
- Student council did a “sleep-out for the homeless” on the lawn at The Town House to heighten awareness of the plight of individuals and families across the state and country. During this event students collected money from people passing by.
- During the school year members of various extra-curricular activities collected toys for needy children and toiletries for soldiers among other community service activities.
- The guidance department invited many local businesses to take part in the first annual job fair as part of their career education for all sophomores.
- Two parent orientation evenings were held for freshmen parents.

Goal for 2009-2010

- Continue to educate faculty, students and parents about the uses of Edline and enhance its use.
- Continue to involve students, staff and parents in making a difference in the community at large.
- Work with local businesses to enhance their participation in the job fair.
- Continue to reduce the use of paper by sending the newsletters, handbooks, Program of studies etc. in an electronic format.

I am delighted to provide this school improvement report. I am thankful for the support that so many people in the community have provided to the high school. I believe we have developed a school improvement plan that is consistent with the district strategic plan and that continues to provide quality programs for all the students at Medfield High School.

Respectfully submitted,

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