

Medfield Public Schools

Medfield High School Improvement Plan 2010-2011

The following is written to summarize progress on goals for 2009-2010 and provide an overview of goals for 2010-2011. 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 2009-2010

- The Alumni Association and the Medfield Music Association are working independently with the administration to provide new trophy and display cases for the lobbies at the high school.
- Computers in heavily utilized areas have already been replaced or will be replaced shortly. The Boosters generously donated funds to replace the laptops in a wireless cart in the LMC. Discussions continue about how to best replace equipment in a sustainable manner.
- Training continues to take place about incorporating available technologies into the classroom. On line discussion boards have become a popular tool for some. Teachers continue to take classes designed to utilize wikis, blogs, discussion boards etc.
- The TVP rack has been updated from analog to digital.
- The class of 2009 generously donated an electronic message monitor that has been installed in the cafeteria.
- Next fall not only will we be offering online courses through VHS but also through TEC.
- Three of our teachers are participating in professional development to teach either online courses or courses that incorporate blended learning into classes.

Goals 2010-2011

- Develop a technology plan that provides for greater accessibility to technology in the classroom and that reflects new state proficiency standards.
- Continue professional development in the area of integrating technology in the classroom.

Theme 2: Curriculum, Instruction and Assessment

Summary 2009-2010

- . As a result of continuing professional development 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. Discussing “best practice” instructional methodologies used at MHS
 4. Discussing the engagement of reluctant learners
- We continued to review the recommendations provided by the exam subcommittee.
 1. Mid-years were staggered over a weekend once again this year.
 2. Study skill sessions for freshmen were offered during reading periods prior to mid-years.
 3. Teachers were requested to provide study-guides in a timely fashion for students and testing was restricted the week leading up to mid-years.
 4. During one of our professional collaboration meeting times teachers of electives got together to discuss giving alternatives to mid-year exams.
- Two Monday afternoons per month were designated for teachers to collaborate within and across disciplines for the purpose of elevating the caliber of student work.
- A subcommittee of site council looked at the work study, community service and senior project programs. It was determined that work study is offered to the appropriate students and that this program has enough flexibility to work.
- In reviewing senior project, seniors report wanting to be here fourth term. Some students with several AP courses have an investment in finishing those courses thus not leaving enough time to complete a senior project.
- Our students participate in a great number of community service projects through school and other organizations. This year, however, we decided to add another opportunity for some of our seniors. The last two class days for seniors were designated as community service days. During this time a beautification project of the school grounds took place by some. Others participated with our town highway department to help clean up. Although our choice of projects was limited this year I see that growing for next year.

Goal 2010-2011

- Continue to 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.
- Work to integrate the curriculum to include formal and informal interdisciplinary and cross-disciplinary units.
- Create a process to use data to assess the success of the school in achieving each of its social and civic expectations.

Theme 3: Student Life

Summary of 2009-2010

- Because many of our suspensions involve attendance issues a pilot program of in-school suspensions was undertaken this year. Although not perfect the program kept students in school and working on school work they probably would not have accomplished otherwise. Our plan is to refine this program and continue it for at least one more year.
- 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. Next year the goal will be to have a group for young ladies as well as young men.
- “Stress recess” week took place for the second year in a row. 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 advertising the week’s activities. As the week progressed participation increased especially walking around the track and open gym.
- The peer leaders continued to help reinforce the positive decisions and discourage negative decisions with our annual pre-prom assembly. This year our students interviewed several teachers, administrators and town officials to hear how their lives had been touched by losses due to alcohol use.
- 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, Members of the student council worked diligently to bring Craig Scott from Rachel’s Challenge to Medfield. 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 use of iPods during enrichment period through the campus life committee to the administration. Senior class officers worked with the administration to tweak the exemption for senior finals and incorporate a community service component for many students. As always students serve on the handbook review committee, the guidance advisory committee, the deans’ advisories and the principal’s advisory.

Goal for 2010-2011

- Refine and enhance “stress recess” week.
- Continue and enhance the “adventure team” concept to help meet the needs of the “at-risk” population.
- Involve students in educating about bullying and cyber-bullying prevention.
- Continue to develop the role of senior ambassadors in a more formal manner.
- Continue to increase the role of students in developing school procedures, policies and programs.

Theme 4: Personal and Professional Development

Summary of 2009-2010

- Professional development days this year were designed to answer the needs identified in a recent faculty survey. Topics included: incorporating critical thinking skills into instruction and assessment; engaging reluctant learners; common assessments, and student anxiety.
- A group of four faculty members attended a two day workshop on creating and utilizing common assessments. This group then became the presenters for the entire faculty.
- Many faculty members continued to utilize 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.
- Three members of the faculty are involved in training for teaching online or blended learning courses or segments of their courses.

Goals for 2010-2011

- Continue to promote “best practices” through professional development opportunities.
- Provide professional development around bullying prevention. Also provide PD about the use of advisories to enhance the school climate.

Theme 5: School Management and Leadership

Summary of 2009-2010

- Fifteen educators from varying schools visited for four days in October. They met with faculty, students, parents, administration, support personnel, and school committee. After thoroughly digesting self-study documents we had created and spending time interacting with the above mentioned groups they generated a report document of their own describing our adherence to the seven standards of membership. This document outlines commendations and recommendations. The recommendations will need to be acted upon in a timely manner. Some of these will be an easier undertaking than others. In the fall a committee will be formed to begin the follow-up process.
- A subcommittee of site council began to look at the feasibility of having a formal advisor/advisee program at MHS. The committee did some research about the concept of advisories. They then researched local schools that have such programs and then visited two schools. The committee was impressed with the advisory programs they observed and would like to continue to discuss the possible institution of advisories at MHS.

Goals for 2010-2011

- Organize a committee to begin answering the recommendations from the NEASC report.
- Continue to study the issues involved with beginning a formal advisor/advisee program at MHS.

Theme 6: Communication and Community Outreach

Summary of 2009-2010

- More and more faculty members are utilizing Edline to post homework assignments and to utilize the discussion board feature as well as homework submission. Students have found the student locker feature to be beneficial for storing work that can then be accessed at home or created at home and be accessed at school.
- Students contributed time and money to many organizations and causes once again this year. A major fundraiser this year followed the earthquake in Haiti. Over \$3000 was contributed to the relief fund.
- Recently, student council members 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.
- The guidance department invited many local businesses to take part in the second annual job fair as apart of their career education for all sophomores.
- Members of the senior class participated in community service projects to beautify the school grounds. Other members of the class helped the highway department for two days.

Goal for 2010-2011

- Involve all constituencies in a plan to review the school’s mission statement, core values and expectations for student learning.
- Continue to involve students, staff and parents in making a difference in the community at large.
- Work to provide more of a list of volunteer opportunities for high school students.
- 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,

Judith E. Noble

