

SCHOOL IMPROVEMENT PLAN

Theodore Roosevelt School

2013-2014

Updated 2/7/14

BOE Goal 1: Teaching and Learning - To ensure all students have equal access to rigorous, high quality curriculum that is aligned to the Common Core Standards and delivered through challenging instruction.

- **Tenet 3** : Curriculum Development and Support
- **Recommendation from Focus Review** : – Develop a mechanism to assess the establishment and implementation of units and plans; analyze plan’s effectiveness to access all students’ instruction

Strategies	Activities	Results Indicators	Key Personnel	Timeline
Ensure highly effective instruction using CC standards in ELA and math	<p>Provide staff development in Foundation of Effective Teaching and <i>Common Core modules</i> <i>-23 of 37 attended PD on Effective Teaching</i> <i>-13 of 37 attended PD on Responsive Classroom</i></p> <p>Develop a schedule for implementation of units and plans <i>-Common planning time from master schedule.</i> <i>-monthly ELA and Math module assessment mtgs.</i></p> <p>Develop a plan to evaluate effectiveness of implementation of ELA and</p>	<p>Document Review: Staff development plan Review of lesson plans Schedule for implementation of CC Schedule of grade level meetings Minutes to grade level meetings Instrument for assessment data submission Plan to evaluate effectiveness</p> <p>Observable Practice: Observation data</p> <p>Student Achievement Measure: Module assessments(Pre-Mid-Post-) – Discussion about how to collect data and if it is feasible to analyze – 10/28/13</p> <p>Subgroup data</p>	<p>Principal</p> <p>K-5 Teachers</p>	<p>2013-2014</p> <p>9/2013 – SUMMER PD Saturday PD on November 1, 2013</p> <p>9/2013 – SUMMER PD</p> <p>9/2013</p>

	<p>math modules</p> <p>-Monthly DDI meetings and data review.</p> <p>? – NOT ABLE TO collect post module data due to the manner data is collected. Data is different at each grade level.</p> <p>Administer BOCES created DDI tasks for ELA and Math. Review data to guide instruction. (Data huddles)</p> <p>Discuss modules and implementation process at grade level mtgs.</p> <p>District faculty meetings (Nov., Jan., March, and May) – Idea generated at summer elementary principal meetings.</p> <p>Allocate funds from Title One School Improvement funds for afterschool grade level planning meetings.</p> <p>Grades 123 – 3rd Monday of each month.</p> <p>Grades 345 – 2nd and 4th Mondays of the month.</p> <p>Team meeting notes are submitted to principal for review.</p>	Close reading tasks		
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	<p>Substitute covered release time is used each month for grade level data huddles with principal and reading team.</p> <p>Mid-year data huddle with teacher, principal, and LCS to review specific student growth.</p>			
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BOE Goal #3: Highly Effective Teachers and Leaders – To ensure continuous improvement of administrators and teachers through performance evaluation

Tenet # 4: Teacher Practices and Decisions

Recommendation from Focus Review # – Develop instructional practices to engage and challenge all learners to high levels of thinking and academic rigor. Ensure that student achievement doesn’t lag behind grade level expectations.

Strategies	Activities	Results Indicators	Key Personnel	Timeline
Implement DDI building-wide: use student assessment data to guide instruction.	Create a schedule for DDI that includes: team meetings once a month, BOY, and EOY data huddles, and individual meetings for MOY -DONE and shared with staff on Superintendent’s Day (September 2013)	Document Review: - Schedule of meetings - Meeting minutes submitted after each grade level meeting	Dave, Erin, Chuck, Kate and Jason	8/13
	Design a form that will act as meeting minutes as evidence of team member accountability, to be filled out after each monthly grade level meeting.	Observable Practice: - Mid-module assessments (when applicable) - End of Unit/Module assessments - DIBELS	Dave, Erin, Chuck, Kate and Jason	8/13
	-Using form for Monday grade level meetings from 2:45-3:45 pm.	Student Achievement Measure: - Mid-module assessments (when applicable) - End of Unit/Module assessments	Dave BPT	Opening Day Monthly BPT meetings

	<p>Share the DDI schedule and form with staff. -Given to staff on opening day Superintendent's Day (9/5/13)</p> <p>Collect and review the DDI grade level meeting minutes forms. -Reviewed by principal and stored in folders/binders in the principal's office.</p> <p>Follow-up with teams and/or individuals that are not meeting the form of criteria. -post observation suggestions and notes and conversations are pointed at improvement!</p>	<ul style="list-style-type: none"> - DIBELS - Evidence of change of practice based upon data - Walk-throughs/Learning Walks - Newly created BOCES – DDI Tasks (2013/2014) – these were not known when this plan was created but has been since added. - 	<p>Dave</p>	<p>As needed</p>
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BOE Goal #4: Parent/Community Engagement & Ownership – To create and implement communication methods that ensure families and the community are genuine partners.

- **Tenet # 6 : Family and community engagement**
- **Recommendation from Focus Review #** – Develop a concerted outreach program to engage disenfranchised families. Create a collaborative, community-wide effort to promote, share in the responsibility for, and attain high levels of student achievement.

Strategies	Activities	Results Indicators	Key Personnel	Timeline
<p>Create specific program/activities to foster and improve relationships with disenfranchised families</p>	<p>Generate an attendance sign for curriculum night and conferences -Advertised in opening day parent newsletter. -Informational flier sent.</p> <p>Create a PowerPoint/advertisement for “Fall Festival” to be used/promoted on curriculum night -signs were created and memos sent to parents to notify of event.</p> <p>Plan for and coordinate “Fall Festival” -Planned at October Building Planning Team meeting.</p>	<p>Document Review: -Teacher sign in sheet for Curriculum Night -Data collected by each teacher and turned into office. -Teacher record sheet for conference attendance</p> <p>Observable Practice: -Attendance data</p> <p>Student Achievement Measure: - Track student progress tied to parents who attended Curriculum Night, Safety Night, and Parent Teacher Conferences.</p>	<p>-Classroom Teachers -BPT -PTA -BU/Klee Grant personnel</p>	<p>-August/September 2013</p> <p>-August/September 2013</p> <p>-September/October 2013</p> <p>-August/September 2013</p>

	<p>Design tickets for the raffle (Attendees to Curriculum Night, Fall Festival, and November parent-teacher conferences will receive a raffle ticket for each of their children who they attend an event for.</p> <p>Solicit donations/volunteers for "Fall Festival" raffle prizes -each grade level agreed to donate items for a basket (6 baskets were created.)</p> <p>Identify parents who were "non-attenders" at curriculum night. -done by classroom teachers.</p> <p>Target curriculum night "non-attenders" via phone, personal invitation, home visit and invite them to the "Fall Festival" and November parent-teacher conferences</p> <p>Identify parents who attended the November parent-teacher conference</p> <p>Select the raffle winners at each grade level -selected at December BPT meeting. Winners had to be present for parent conference to be selected.</p>	<ul style="list-style-type: none"> - "We missed you" flier sent to parents who didn't attend Curriculum night or a conference. - Track rate of parents attending from year to year to monitor teacher / parent connections (-on going...) 		<p>-September/October 2013</p> <p>-Early October 2013</p> <p>-Early October 2013</p> <p>-November 2013</p> <p>-November 2013</p> <p>-December 2013</p> <p>-December 2013</p> <p>-December 2013</p>
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	<p>Calculate and report</p> <ul style="list-style-type: none">-The % of curriculum night non-attending parents who attend the November 2013 Parent/Teacher Conferences-The increase in attendance at November 2013 parent-teacher conference compared to 2011-2012 <p>Evaluate whether or not to repeat this process in Spring 2014 and Fall 2014</p> <p>-Decided to NOT run a similar program in the spring because conferences are not held for all students. WILL continue the program next fall.</p> <p>-Program deemed a success!!!</p>			
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