

Lillian M. Jacobs Elementary School
SCHOOL IMPROVEMENT PLAN
2011-2012

Jean Penta, Principal

Cindy Whelan, Parent Member

Elaine Menice, Teacher

Bill Tramontana, Parent Member

Deb McCarthy, Teacher

Lisa Canavan, Parent Member

Ann Connelly, Teacher

Greg Whelan, Parent Member

**Maureen Rosenplanter,
Guidance Counselor**

Melissa Harper, Parent Member

OBJECTIVES AND STRATEGIC PLAN FOR IMPROVEMENT

IMPROVEMENT AREA ONE: COMMUNICATION

Objective Build support for the schools through effective communication and community participation that will develop trust and lead to a common understanding of the educational needs of the district

Improvement Strategies / Activities	Person(s) Responsible for Implementation	Resources	Time Line	Evaluation
Distribute “Blue Notes” to family email accounts and continue “Blue Notes” throughout the summer to keep families informed	Technology teacher Asst. Principal Principal	Time	June 2011-June 2012	Parent Feedback, Increased number of visits on the school’s website
Monthly Article in one Media Source (Hull Times, Patriot Ledger, Cable TV)	Grade Level Teams School Council	Time	Sept 2011	8 Articles noted per year
Place Master Calendar and specific event dates on the local cable network	Technology Teacher Principal	Time	Sept. 2011-June 2012	Parent/Guardian feedback
Objective - To assist teachers in coordination of special events, gathering of resources, or projects – to coordinate grade level needs				
Expand scope of Grade Level Room Parent and coordinate the Room Parents with the PTO	Cindy Whelan Principal	Time	Sept/Oct 2011	Grade Parent Coordinator at each grade level by Oct 1, 2011

OBJECTIVES AND STRATEGIC PLAN FOR IMPROVEMENT

IMPROVEMENT AREA TWO: CURRICULUM AND INSTRUCTION

Objective To increase student achievement in literacy: Continue to refine our Jacobs School literacy program

Improvement Strategies / Activities	Person(s) Responsible for Implementation	Resources	Time Line	Evaluation
District wide teams will review Common Core and develop a PreK-12 curriculum map in ELA.	Director of Instruction and PD Principal Assistant Principal Teachers	Time - PD	June 2011- Oct 2011	Curriculum Map
Work across grade level teams to develop Power Standards that are grade specific and that increase in complexity.	Principal Assistant Principal Teachers	Time	Sept. 2011- Nov. 2011	Power Standard document
K-12 Writing Team developing writing benchmarks for the district.	Director of Instruction and PD Literacy Coaches Teachers	Time and \$ for stipends	June	Increased MCAS scores on Open Response questions and writing prompt
Implementing monthly genre instruction across grade levels with focused units for each grade level	Literacy Coaches Teachers	Time	Sept. 2011- June 2012	Improved student performance of MCAS and Standardized tests
Objective To administer common assessments across grade levels				
Fall literacy assessments to establish a literacy benchmark: Group QRI for grades 3-5 DRA for grades K-2 Individual assessment for students scoring Warning/Needs Improvement on 2011 MCAS School-wide fall writing assessment	Literacy Coaches Teachers,	Time	Sept. 2011 – June 2012	Grade level common assessments

Objective**Increase student achievement in mathematics**

Improvement Strategies / Activities	Person(s) Responsible for Implementation	Resources	Time Line	Evaluation
Establish grade level Math Professional Learning Community to analyze student work and create common assessments according to the Common Core.	Director of Instruction and Professional Development Principal Asst. Principal Teachers	Time and \$\$\$	Sept. 2011 – June 2012	Common Assessments
Provide continuing Math Professional Development to staff	Director of Instruction and PD Principal Asst. Principal	Consultant and \$\$\$	Sept. 2011 – Dec. 2012	Consistent delivery of rigorous math curriculum
Meet in grade level teams to review data and plan instruction, to problem solve ways to target instruction and to support staff in focusing on specific goals.	Principal Asst. Principal Teachers	Time	Sept. 2011 – June 2012	Monthly grade level meetings, Teacher feedback
District wide teams will review Common Core and develop a PreK-12 curriculum map in ELA.	Director of Instruction and PD Principal Assistant Principal Teachers	Time - PD	June 2011-Oct. 2011	Curriculum Map

OBJECTIVES AND STRATEGIC PLAN FOR IMPROVEMENT

IMPROVEMENT AREA THREE:

STUDENT SUPPORT

Objective	To provide additional opportunities for students to complete school work and homework			
Improvement Strategies / Activities	Person(s) Responsible for Implementation	Resources	Time Line	Evaluation
After school sessions for homework and work completion assistance	Jacobs Staff	Time, Late bus	Ongoing	Student/Parent Feedback
Objective	To identify and develop plans for students who perform above grade level on classroom assignments and formal and informal assessments in order to provide a challenging learning environment and increase student engagement			
Improvement Strategies / Activities	Person(s) Responsible for Implementation	Resources	Time Line	Evaluation
Expand enrichment programs (in school and after school) designed to challenge students performing above grade level.	Principal Director of Instruction and PD Teachers	\$ for PD/ Time	Nov 2011	Student/Parent Feedback Implementation
Objective	Provide students with additional academic support during the school day. (specialist time)			
MCAS support classes for students receiving Needs Improvement or Warning in ELA or Math	MCAS tutors	\$\$\$	Oct. 2011- May 2012	MCAS results
Objective	To increase student attendance			
Daily check in for students with 3 or more unexcused absences per month	Asst. Principal	Time	ongoing	decrease in absence and tardy rate
Breakfast Club – Every Friday, students designated at risk for absence or tardy will have breakfast with the asst. principal when they have been to school for the entire school week.	Asst. Principal	Time	ongoing	attendance

OBJECTIVES AND STRATEGIC PLAN FOR IMPROVEMENT

IMPROVEMENT AREA FOUR: HUMAN RESOURCES AND PROFESSIONAL DEVELOPMENT

Objective Offer a variety of Professional Development Opportunities for All Staff Members

Improvement Strategies / Activities	Person(s) Responsible for Implementation	Resources	Time Line	Evaluation
Establish a Professional Development team which uses assessment data and staff recommendations to create appropriate PD	Principal/ Curriculum Coach and staff	Time and PD \$	October 2011	Principal/Staff feedback
Offer Two Learning Community Book Groups with a focus on differentiation	Asst. Principal	Time \$	November 2011- May 2012	Teacher surveys will identify specific research-based strategies linked to book groups that were used during the year
Professional Development with John Collins educational consultant Henry Dembrowski	Director of Instruction and PD/Principal	Time \$\$\$	Sept. 2011 – March 2012	Writing portfolios

Objective Expand the Peer Observations and Develop in-house Professional Development

Improvement Strategies / Activities	Person(s) Responsible for Implementation	Resources	Time Line	Evaluation
Shared sessions of teachers training fellow teachers about successful techniques they are using or have learned: planning between teachers.	Teachers, Principal, Asst. Principal	Time \$\$\$	Sept. 2011-June 2012	Grade level meetings Lesson plans
Continuation of a collaborative peer observation	Principal Teachers	Time	Quarterly observation cycle	Increased teacher collaboration and strategy sharing

OBJECTIVES AND STRATEGIC PLAN FOR IMPROVEMENT

IMPROVEMENT AREA SIX: FINANCIAL AND ASSET MANAGEMENT

Objective	To develop procedures and best practices for ordering, receiving, and tracking supplies and materials at the teacher level				
Improvement Strategies / Activities	Person(s) Responsible for Implementation	Resources	Time Line	Evaluation	
Develop Common Ordering for or Use on line ordering tools Develop a way for teachers to order and access materials through the main office	Principal/Secretary	Time	Summer 2010	Fewer errors with orders, inventory control, teacher access to materials needed	
Objective:	Develop a computerized standards based report card				
Evaluate and implement on-line electronic report card system	Principal Report Card Committee	Time \$\$\$	Dec. 2011	Fully implemented by 2 nd marking term	