

THE GLOUCESTER PUBLIC SCHOOLS

SCHOOL COMMITTEE MEETING

Wednesday, June 11, 2014

7:00 pm

Superintendent Conference Room — District Office
2 Blackburn Drive, Gloucester, MA 01930

AGENDA

Meetings are recorded

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- I. CALL TO ORDER/Statement of Mission**
 - II. SALUTE TO THE FLAG**
 - III. ORAL COMMUNICATIONS**
 - IV. COMMENTS FROM THE CHAIRPERSON**
 - V. RECOGNITIONS**
 - VI. GHS STUDENT ADVISORY COUNCIL**
 - VII. CONSENT AGENDA**
 - A. Approval of Minutes**
 - *1. Building & Finance Sub-Committee of May 21, 2014
 - *2. School Committee of May 28, 2014
 - *B. Approval of Warrants – Cover Sheets**
 - *C. Acceptance of Project Bread Summer Food Service Program Incentive Grants**
 - 1. Gloucester High School \$900.00
 - 2. Veterans' Memorial Elementary School \$900.00
-

VIII. DELIBERATIONS ON EDUCATIONAL ISSUES/SUPERINTENDENT’S REPORT

- *A. Veterans’ Memorial and West Parish School Improvement Plans** — Principals Matt Fusco and Telena Imel
- B. MCAS vs. PARCC**
- C. BSRI Partnership Report**

IX. SUB-COMMITTEE REPORTS (Items listed under X. ACTION may be brought forward with reports)

X. ACTION

DISCLAIMER: Listed below are all known items that may require action but action may not be taken on all items listed; i.e., action items that are known including all votes taken by all sub-committees previous to the Friday before a Wednesday School Committee meeting and items that may flow from the Superintendent’s Report

- A. Acceptance/Approval of Veterans’ Memorial and West Parish School Improvement Plans for 2014/2015**

XI. DISCUSSION/OTHER COMMUNICATION/OLD AND NEW BUSINESS

- A. Massachusetts School Building Authority Project Update**

XII. EXECUTIVE SESSION

- A. For the purpose of discussing salary increase for non-union, non-represented staff**
- B. Discussion regarding salary increases for non-union, non-represented staff**

XIII. ADJOURNMENT

*Enclosures

List of upcoming meetings – Meetings will be held at the District Office, Superintendent’s Conference Room unless otherwise noted:

- June 18 – Building & Finance Sub-Committee at 4:45 pm
- June 25 – School Committee at 7 pm

THE GLOUCESTER PUBLIC SCHOOLS

Our mission is for all students to be successful, engaged, lifelong learners.

School Committee Meeting Minutes

Wednesday, May 28, 2014

Superintendent's Conference Room – District Office

7:00 p.m.

Members Present

Jonathan Pope, Chairman
Melissa Teixeira, Vice Chairperson
Kathy Clancy, Secretary
Michelle Sweet
Mayor Carolyn Kirk

Administration Present

Dr. Richard Safier, Superintendent
Gregg Bach, Assistant Superintendent
Hans Baumhauer, Director of Finance
and Operations
Patricia Wegmann, Director of Special
Education
Tammy Morgan, Plum Cove Principal
Carol Bratt, East Gloucester Principal
Ellen Sibley, Beeman Principal

Recorded by Cape Ann TV

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- I. CALL TO ORDER** – Chairman Pope called the meeting to order at 7:03 p.m. and stated the mission of the Gloucester Public Schools.
- II. SALUTE TO THE FLAG**
- III. ORAL COMMUNICATIONS** – None.
- IV. COMMENTS FROM THE CHAIRPERSON** – Chairman Pope stated that graduation will be held at Newell Stadium on June 8th. He stated that high heels will not be allowed on the field and that soft-soled shoes must be worn. In addition, all appropriate measures will be taken with respect to the chairs so that the field is not damaged. After graduation, the students will march off the field and go to the practice field for the reception and picture-taking.
- V. RECOGNITIONS** – Dr. Safier reported that students from O'Maley will be going to the Museum of Science tomorrow night to attend the Math Alive! exhibit opening. He stated that the exhibit is designed to help students have fun with math by showing its connection to and influence on many things that they hold dear, such as sports, movies and games. Dr. Safier stated that O'Maley students were invited because of its innovation school status and its focus on the STEM subjects. The students will also see a showing of "Pandas" at the Omni Theater and have dinner at the museum.
- VI. GHS STUDENT ADVISORY COUNCIL** – Cody Eaton introduced himself and updated the committee on the following events at Gloucester High School: Academic Recognition Night, Sunshine Fund entertainment night, DECA lemonade challenge fundraiser, course selection for eighth graders, exhibition night for clubs and sports teams, Paul Harris Award

dinner, and spring sports (first place baseball team, third place tennis teams, undefeated boys track team, fourth place girls track team, fourth place girls softball team, and fourth place lacrosse teams).

VII. CONSENT AGENDA

A. Approval of Minutes

1. School Committee Executive Session of April 30, 2014
2. School Committee of May 14, 2014

B. Approval of Warrants – Cover Sheets

C. Approval of Transfers – Transfers from April 14, 2014 to May 8, 2014, as recommended by the Building & Finance Subcommittee on May 21, 2014.

D. Approval of Out-of-Country Field Trip Request – GHS Foreign Language Department trip to France and Italy during April vacation (Wednesday, April 15, 2015 to Friday, April 24, 2015)

E. Acceptance of Grant – C.A.S.IT.Inc. in the amount of \$6,500.00 to GHS Italian Program

Kathy Clancy asked if the trip to France and Italy is open to any student who wants to go. Ms. Basile stated that they usually do not take incoming freshmen but the trip is open to everyone.

On a motion by Ms. Teixeira, seconded by Ms. Sweet, it was unanimously

VOTED: 5 in favor zero opposed, to approve the Consent Agenda as noted above.

VIII. DELIBERATIONS ON EDUCATIONAL ISSUES/SUPERINTENDENT'S REPORT

A. Special Education Mid-Cycle Coordinated Program Review – Patty Wegmann provided some background on the Coordinated Program Review, which takes place every six years. She stated that the full cycle took place in 2011, and the mid-cycle review began last summer with a self-assessment. In the spring, onsite verification took place and the DESE interviewed Ms. Wegmann and the president of the Special Education Parent Advisory Council.

Ms. Wegmann reviewed the DESE's Mid-Cycle Report and stated that of the ten criteria that were reviewed, nine were found to be implemented and one was partially implemented, namely Criterion #55, Special Education Facilities and Classrooms. She reported that some services at Veterans are being provided in an area that is partitioned off but does not have a door, which creates some distractions and privacy concerns. Mr. Fusco has already come up with a plan to rectify that situation, which will be submitted by the due date of June 13th. In the fall, DESE will conduct a follow-up visit to confirm that the issue has been corrected.

- B. Beeman Memorial, Plum Cove, and East Gloucester School Improvement Plans (SIPs)** – Principal Tammy Morgan reported that the principals are continuing their efforts to improve teaching and learning in the areas of ELA and math. They are also continuing to promote teacher collaboration as they look into best practices. She stated that with the help of BSRI funding and professional development, they have made great improvements in RTI. New initiatives include implementation of a new math program and a standards-based report card. Ms. Morgan thanked the administration for including teachers in the process of selecting the a math program.

Principal Ellen Sibley stated that the first two goals of the SIPs are shared by all five elementary schools, which reflects their commitment to working together with the district to have a shared vision. She indicated that the goals beyond the first two are unique to each of the individual schools.

Principal Carol Bratt reviewed Goal 3 of the East Gloucester School SIP, namely that students will engage in a monthly activity that addresses the whole child and cultivates team building and collaboration in a way that contributes to an overall school environment of enjoyment, creativity and positivity. She stated that the goal is to provide community, collaboration, and a thematic activity to foster a love of learning.

Principal Sibley reviewed Goal 3 of the Beeman SIP, namely to provide two trial enrichment activities, one during the day and one after school, to challenge and motivate students. She reported that 25 families participated in a trial Spanish class this spring. She also stated that the site council developed a survey to find out what kinds of enrichment programs families are interested in and to ask about the school community. So far, they have gotten back 20% of the responses and are in the process of compiling the data.

Principal Morgan reviewed Goal 3 of the Plum Cove SIP, namely to promote the use of meanings of word parts to improve reading, spelling, vocabulary and fluency using “The Magic of Morphology.” She described a growing classroom tree with leaves containing word parts and their meanings.

Kathy Clancy asked what percentage of parent emails the schools have. Mrs. Sibley stated that Beeman is increasing their effort to try to raise the percentage of family email addresses.

On a motion by Kathy Clancy, seconded by Ms. Teixeira, it was unanimously

VOTED: 5 in favor zero opposed, to accept the Beeman Memorial, Plum Cove, and East Gloucester Elementary School Improvement Plans.

- C. 2015 PARCC/MCAS Choice** – Chairman Pope stated that the district has the option of choosing whether to participate in PARCC or MCAS next year. Dr. Safier presented a Powerpoint on this subject and stated that the DESE has suggested that

the district's decision be made by June 30th, although we have until October 1st to confirm our choice.

Dr. Safier stated that the PARCC test will become operational as a pilot program in the spring of 2015. In the fall, DESE will vote whether or not to adopt PARCC and, if approved, it will be fully implemented in 2016. If PARCC is not approved, a 1-2 year revision of the MCAS can be expected in order to bring it closer to the Common Core Standards.

Dr. Safier stated that one of the reasons why he is recommending PARCC for next year is that the district can continue to provide feedback on the next generation assessment. In addition, there is a "hold harmless" provision, meaning that the 2015 results can improve a school or district's standing with respect to accountability, but if there is a decline, that will not take place. In other words, a district or school can only improve its standing and not diminish it.

Dr. Safier stated that PARCC will provide both paper and online tests next year and presumably in the years to come. He expressed concern with the ability of elementary school students to type answers and navigate the test online. At present, he would recommend paper tests for the elementary schools and online testing for the middle and high school.

Dr. Safier reported that the PARCC exam would be administered for Grades 3 through 8 and that the district could also choose to administer some assessments in Grades 9 and 11. After careful deliberation and discussion with the principals, he recommended that the district go forward with the PARCC exam next year for Grades 3 through 8.

Mayor Kirk stated that before she would support acceleration of PARCC in the district, she would have to see more evidence that the students are protected, specifically ninth graders. Dr. Safier restated that the PARCC decision is for Grades 3 through 8 and that Grades 9 and 11 are optional. Tenth graders will still take the MCAS in 2015. Ms. Teixeira questioned whether students will be given the option to take the PARCC exam on paper if they are more comfortable with that option. There was a discussion about the communication to parents about the new test and the relative performance of their child.

This matter was continued to the next meeting for further discussion and action. Mayor Kirk noted that Paul McGeary will be Acting Mayor at the next School Committee meeting and will have authority to vote. She will ask him to confer with the superintendent ahead of time about this matter.

D. Superintendent's Report – Dr. Safier updated the committee on the following matters:

1. O'Maley at Opening of Math Alive! Exhibit at Museum of Science – See Item V.

2. DDM Implementation Plan
3. College Matriculation
4. COPsync – Dr. Safier reported that the cost of this program for the first year is \$120 per patrol car and \$2,400 per school. Subsequently, the cost per school is \$1,200. He noted that in speaking with Chief Campanello, they may be able to find a way to defer the first year's cost to get the program going.
5. Foundation Budget Review Commission – From MASC
6. Funding for Alternative Education – From MASC – Dr. Safier reported that the district will be purchasing a software program called Plato, which will give us the means of providing services for all students. He noted that it can also be used as a credit recovery program.
7. Substance Abuse Policy – Dr. Safier reported that the district's health curriculum currently covers the topic of substance abuse and prevention. He stated that the district will review the model policy that is developed by the task force and incorporate it into our curriculum going forward.

On a motion by Ms. Teixeira, seconded by Ms. Sweet, it was unanimously

VOTED: 5 in favor zero opposed, to accept the Superintendent's Report.

IX. SUBCOMMITTEE REPORTS

A. Building & Finance Subcommittee Meeting of May 21, 2014 – Chairperson Clancy reported that the subcommittee discussed the following matters at its meeting on May 21, 2014:

- Food Service Update – Kathy Clancy requested that people spread the word about the importance of keeping current with their lunch fees.
- Facilities Open Work Order Report
- Transportation Software Program – Kathy Clancy made a motion, seconded by Chairman Pope, to approve the engagement of Versatrans to purchase their software, conditioned on the price presented at the time of the meeting. After discussion of the price and benefits of the program, the motion was amended as follows.

Amended Motion

After discussion, on a motion by Kathy Clancy, seconded by Chairman Pope, it was unanimously

VOTED: 5 in favor zero opposed, to approve the engagement of Versatrans to purchase their software at a cost of \$15,990.00.

Chairperson Clancy stated that issues related to the declaration of Fuller School as surplus were also discussed by the subcommittee on May 21, 2014.

After discussion, on a motion by Kathy Clancy, seconded by Chairman Pope, it was unanimously

VOTED: 5 in favor zero opposed, to remove any conditions related to the School Committee's declaration of the Fuller School as surplus.

After discussion, on a motion by Kathy Clancy, seconded by Ms. Sweet, it was unanimously

VOTED: 5 in favor zero opposed, to notify the city administration that the Agreement by and between the City of Gloucester and the City of Gloucester School Committee dated December 19, 2012 regarding Fuller School has been fulfilled and is no longer in place.

Chairman Pope reminded the committee that the school budget presentation before the City Council Budget & Finance Committee is scheduled for June 2nd at 5:00 p.m.

X. ACTION

- A. Acceptance of Beeman Memorial, Plum Cove, and East Gloucester School Improvement Plans – See Item VIII.B.**
- B. Versatrans Transportation Software Program – See Item IX.A.**
- C. Fuller School Surplus – See Item IX.A.**
- D. Agreement Between City of Gloucester and City of Gloucester School Committee – See Item IX.A.**
- E. Request to Declare Undesired Furnishings from West Parish and Fuller Schools Surplus –** Mayor Kirk reported that the city is working with the West Parish movers to move all furnishings from the West Parish and Fuller Schools that are not being moved to St. Ann's, are not being put into storage, and are not needed by other schools in the district to a staging area at Fuller School to be donated to impoverished communities. As part of the procurement process, those furnishings need to be declared as surplus by the School Committee.

After discussion, on a motion by Chairman Pope, seconded by Kathy Clancy, it was unanimously

VOTED: 5 in favor zero opposed, to declare as surplus those furnishings from West Parish and Fuller Schools not identified as needed by the School Department as of June 28, 2014.

Mayor Kirk noted that the children at West Parish will get a video from the children who receive the furnishings, which will provide closure to the West Parish students. Ms. Sweet noted that this is also a great lesson for the students.

Finally, there was a discussion about the seats in the Fuller School auditorium. Mayor Kirk indicated that the purchasing agent is looking into that matter.

F. Request that the Superintendent Make a Determination as to the Value of the Furnishings Declared Surplus – It was the consensus of the committee that no vote is necessary to make this request of the superintendent.

XI. DISCUSSION/OTHER COMMUNICATION/OLD AND NEW BUSINESS

A. MSBA Project Update – Dr. Safier updated the committee on the following matters with respect to the West Parish project:

- Coffee and tour of O'Maley for Grade 4 parents to talk about the fifth graders at O'Maley next year
- Moving day and picnic at West Parish on June 21st
- Packing and tagging of furnishings at West Parish on June 25-27
- Meeting with new team at MSBA tomorrow
- Feedback from MSBA on design development submissions

B. Use of Newell Stadium Track – Mayor Kirk reported that the track at Newell Stadium will be open to the public Monday through Friday from 7 a.m. to 8 p.m. and on weekends from 8 a.m. to 8 p.m. Visitors will be asked to sign in with the attendant, who will be enforcing the rules (no dogs, no skateboards, no strollers, etc.). She noted that the funding for this fiscal year (through June 30th) is coming from the GFAA. Chairman Pope, who is an officer of the GFAA, reported that they received a donation from the JJ Nicastro Foundation that was earmarked for maintenance of Newell Stadium. He stated that supervision is the best maintenance that can be done right now. Therefore, they transferred that donation to the city so that people could be hired as attendants.

C. Consolidation of Ward 3 Polling Places at GHS – Dr. Safier reported that the City Council voted last night to consolidate the Ward 3 precincts and hold all voting at the GHS field house. He noted that there are two voting days this year, on September 9th and November 4th, and asked the committee to consider closing schools on those two days. He also recommended that the district work with the police department to provide ample parking at the high school and that the district provide handicap access

and organize the voting on both dates so that voting can be done while school is in session. He indicated that the issue of Ward 5 is still unresolved.

- D. Governance Workshop** – Chairman Pope stated that he would like to schedule a governance workshop in August and requested that the committee members provide him with any dates they are not available during that month.
- E. GEF Fundraiser** – Kathy Clancy reported that the Gloucester Education Foundation is holding a fundraising cruise on the Beauport Princess on July 27th.
- F. Culinary Arts Ribbon Cutting** – Chairman Pope reported that the GHS Culinary Arts Department is having a ribbon cutting ceremony on June 3rd at 3 p.m.

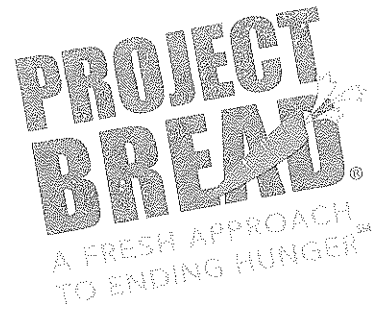
XII. EXECUTIVE SESSION – None.

XIII. ADJOURNMENT – On a motion by Mayor Kirk, seconded by Ms. Sweet, it was unanimously

VOTED: 5 in favor zero opposed, to adjourn the School Committee Meeting of May 28, 2014 at 8:56 p.m.

All reference documents and reports are filed in the Superintendent's office.

*Maria Puglisi
Recording Secretary*



May 14, 2014

Mr. Gregg Bach
Gloucester Public Schools-High School
2 Blackburn Drive
Gloucester, MA 01930

Dear Mr. Bach,

On behalf of the Board of Directors at Project Bread-The Walk for Hunger, I am pleased to award Gloucester Public Schools-High School with a grant for \$900 in response to your application for a 2014 Summer Food Service Program Incentive Grant. Providing summer meals for kids is a critical part of Project Bread's work to prevent hunger and provide additional food resources for low-income families during the summer when school is out.

This grant is to be used to provide support for your 2014 Summer Food Service Program site(s) exactly as outlined in your application. At the end of the summer, we request that you provide a secure storage place for all equipment purchased with this grant to ensure the stability of these programs in subsequent years. *Please note that all grant funds must be spent by the completion of your 2014 Summer Food Service Program.*

As stated in the grant application, we require that an electronic reporting form be completed and emailed to Project Bread **no later than Friday, September 5, 2014**. The link to access the reporting form will be sent to you this summer.

Please indicate your acceptance of the grant terms set out in this letter by having your district's business manager return a signed copy of this agreement within ten days to:

Attn: Peter Steele
Project Bread-The Walk for Hunger
145 Border Street
East Boston, MA 02128-1903

Thank you for serving meals to children in Gloucester this summer, ensuring that they return to school in the fall ready to learn. Congratulations and best wishes for a successful summer program.

Sincerely,

Sarah Cluggish
Director of Programs

Accepted by: _____
(Authorized Signature of Business Manager)

Date: _____

Printed Name: _____ Phone Number: _____



May 14, 2014

Mr. Gregg Bach
Gloucester Public Schools-Veterans Memorial
2 Blackburn Drive
Gloucester, MA 01930

Dear Mr. Bach,

On behalf of the Board of Directors at Project Bread-The Walk for Hunger, I am pleased to award Gloucester Public Schools-Veterans Memorial with a grant for \$900 in response to your application for a 2014 Summer Food Service Program Incentive Grant. Providing summer meals for kids is a critical part of Project Bread's work to prevent hunger and provide additional food resources for low-income families during the summer when school is out.

This grant is to be used to provide support for your 2014 Summer Food Service Program site(s) exactly as outlined in your application. At the end of the summer, we request that you provide a secure storage place for all equipment purchased with this grant to ensure the stability of these programs in subsequent years. *Please note that all grant funds must be spent by the completion of your 2014 Summer Food Service Program.*

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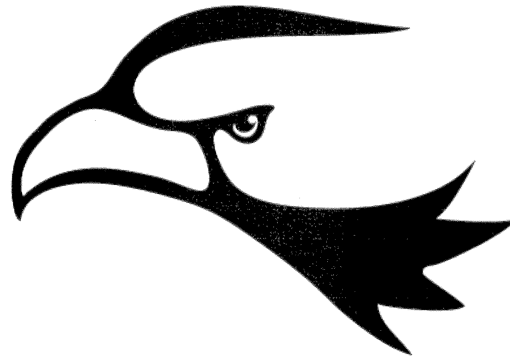
Sincerely,

Sarah Cluggish
Director of Programs

Accepted by: _____
(Authorized Signature of Business Manager)

Date: _____

Printed Name: _____ Phone Number: _____



Veterans' Memorial Elementary School
School Improvement Plan
2014-2015

"Home of the Eagles!"

District-wide Elementary School Improvement Plan – Veterans’ Memorial Elementary School

Goal 1: Implementation of standards-based K-5 elementary report card aligned to the common core.

Goal	Strategies and Action Steps	Responsibility	TIMELINE
Ongoing Elementary staff training and professional development for the report card rubric, standards, and use of IPASS in ELA and Math content areas.	Professional Development will address the training and understanding of the academic standards and the performance indicators in alignment with the rubrics and training in the use of iPass.	Principals, Assistant Superintendent, Superintendent	September- November, 2014
Training in interrater-reliability on the rubrics and standards	Training on the expectations of the standards required to meet proficiency levels as defined on the rubric across grade-levels. Determination of proficiency levels exemplars will be created by data collection within district grade-levels.	Principals, Assistant Superintendent, Superintendent, Teachers	March, 2014 – ongoing
Parent/ Guardian information forums	Parent Forums, Open Houses, PTO, Superintendent’s Corner, and Site Council Presentations will provide opportunities for parent outreach and education on the new report card. Access to information on the report card will be accessible on the website.	Superintendent, Asst. Superintendent, Principals	September, 2014
Ongoing review of the writing standards by the Literacy committee	Literacy committee will review writing standards and update the report card to reflect alignment with the Common Core Standards.	Literacy Committee, K-5 teachers	September- April, 2015

Evidence of Effectiveness

1. Teacher understanding of standards-based report card and interrelater-reliability.
2. Data collection of exemplars aligned to proficiency levels of rubric within grade levels.

District-wide Elementary School Improvement Plan – Veterans’ Memorial Elementary School

Goal 2: Students will demonstrate growth in mathematical concepts and skills consistent with the Massachusetts Curriculum Frameworks for Mathematics (and Common Core as implemented).

Goal	Strategies and Action Steps	Responsibility	Timeline
Explore and pilot possible new elementary math program aligned with CCSS.	Math Coordinator and K-5 Math Program Committee explore and review new elementary math programs for possible implementation.	Math Coaches Math Exploratory Committee	Jan. – June 2014
Implementation of approved math program	Implementation and professional development of all K-5 math teachers of approved math program	Principals, Teachers, Math K-5 Committee Assistant Superintendent	Summer-June, 2015
Ensure daily common grade-level time for math instruction.	A K-5 daily commitment to an uninterrupted math block of instruction, which will ensure consistent delivery of vertically and horizontally aligned curriculum.	Teachers Principal	Ongoing
Continue to analyze, through collaborative inquiry, state and local data to identify mathematical areas that are in need of improvement.	Teachers and Principal will regularly meet to share and analyze district and state assessment results.	Teachers, Principal	Fall of 2014

<ul style="list-style-type: none"> 80% of our students will demonstrate math fact fluency appropriate to grade level competencies. 	<p>Time focus on mastery of grade-level math facts through practice drills to develop fluency. (Mental Math)</p> <p>Determine common assessments and common expectations for math fact fluency based on the Common Core standards at each grade level.</p>	<p>Teachers, Principal</p> <p>Math K-5 Committee</p>	<p>Fall of 2014</p> <p>2014-2015</p>
<ul style="list-style-type: none"> Students will increase their ability to accurately answer complex open response questions 	<p>Staff will download actual MCAS Open Response questions with rubrics and use unit open response questions aligned with math units reflecting the Common Core Standards:</p> <ul style="list-style-type: none"> Teachers will regularly meet to share, analyze, and score student work using a rubric. 	<p>Principals, Teachers, Math K-5 Committee/Coaches</p>	
<p>Differentiate math instruction.</p>	<p>Staff will meet in grade level teams to:</p> <ul style="list-style-type: none"> Review student benchmark data Determine individual student needs Plan for interventions and enrichments for students at all levels. Provide appropriate and flexible small group instruction Professional development for staff to deliver instruction including interventions. Professional development for staff to deliver enrichment instruction for high achieving students. 	<p>Teachers, Principals</p>	<p>2014-2015</p>

Evidence of Effectiveness

- District-wide implementation of math program to provide consistency between grade levels, district elementary schools and the CCSS.
- 80% of students passing math fluency assessments.

3. Scheduling that reflects uninterrupted math blocks, principal observations, and data from common math assessments
4. 80% of students will score a 2 or above on open response questions measured by MCAS Open Responses Rubrics and Unit assessments.
5. There will be a 5% decrease of students in the Warning/Needs Improvement category and there will be a 5% increase of students in the Proficient or in the Above Proficient category.
6. Movement in Student Growth Percentile according to MCAS results and improved math scores on District Determined Measures.

School Specific Goal ~ Veterans' Memorial Elementary School

Goal 3: The Veterans' Memorial Elementary School will improve parent involvement, communication and attendance at PTO and school wide events

Goal	Strategies and Action Steps	Responsibility	Timeline
<p>A survey will be given to Veterans' families to gauge the best ways of communicating with them.</p> <p>An incentive program will be launched for parents and guardians at the Veterans' School</p> <p>Continue to add parents to Twitter as followers on Principalfusco@principalfusco</p> <p>Improve and increase the ways we communicate effectively with families</p>	<p>A quick survey will be sent home with students in the opening of school packets 4 to 5 questions regarding internet usage and other ways of communication.</p> <p>The "Eagle Card" will be given to all parents during the first month of school. Parents' cards will be "punched" for every event that they attend at the school.</p> <p>Including:</p> <ul style="list-style-type: none"> • Opening of school ice cream social • Meet the Teacher Night • PTO Meetings • Parent Conferences • Holiday Concert • Holiday Fair • Field Day Volunteering • Title One Information Meetings <p>Once parents receive a certain amount of punches, they become eligible for certain prizes. Including Veterans' bumper stickers, pizza parties for children, Veterans' tee shirts etc.</p> <p>Will have a membership drive at the Meet the Teacher Night, showing parents how to create their own Twitter site and also how to follow the Principals' page.</p>	<p>Principal, Secretary, IT department</p> <p>Principal, PTO, Teachers, Secretary, School Council Members</p> <p>Principal, Parents, Teachers</p>	<p>August – September 2014</p> <p>August 2014 – June 2015</p> <p>September 2014</p>

	<p>Increase entries on the school website More emails & phone calls through School Messenger Newsletters</p>		
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Evidence of Effectiveness

- 7. Completed parents' survey with 75% return
- 8. Site council will respond to the best ways of communicating with parents
- 9. Bring Twitter membership on the principals' site to 50 or more parents/guardians
- 10. Eagle Card and list of incentives improving parental attendance at school events and PTO
- 11. Track the attendance at school events and begin to compile yearly data

District-wide Elementary School Improvement Plan – Veterans’ Memorial Elementary School

Goal 1: Implementation of standards-based K-5 elementary report card aligned to the common core.

Goal	Strategies and Action Steps	Responsibility	TIMELINE
Ongoing Elementary staff training and professional development for the report card rubric, standards, and use of IPASS in ELA and Math content areas.	Professional Development will address the training and understanding of the academic standards and the performance indicators in alignment with the rubrics and training in the use of iPass.	Principals, Assistant Superintendent, Superintendent	September- November, 2014
Training in interrater-reliability on the rubrics and standards	Training on the expectations of the standards required to meet proficiency levels as defined on the rubric across grade-levels. Determination of proficiency levels exemplars will be created by data collection within district grade-levels.	Principals, Assistant Superintendent, Superintendent, Teachers	March, 2014 – ongoing
Parent/ Guardian information forums	Parent Forums, Open Houses, PTO, Superintendent’s Corner, and Site Council Presentations will provide opportunities for parent outreach and education on the new report card. Access to information on the report card will be accessible on the website.	Superintendent, Asst. Superintendent, Principals	September, 2014
Ongoing review of the writing standards by the Literacy committee	Literacy committee will review writing standards and update the report card to reflect alignment with the Common Core Standards.	Literacy Committee, K-5 teachers	September- April, 2015

Evidence of Effectiveness

1. Teacher understanding of standards-based report card and interrelater-reliability.
2. Data collection of exemplars aligned to proficiency levels of rubric within grade levels.

District-wide Elementary School Improvement Plan – Veterans’ Memorial Elementary School

Goal 2: Students will demonstrate growth in mathematical concepts and skills consistent with the Massachusetts Curriculum Frameworks for Mathematics (and Common Core as implemented).

Goal	Strategies and Action Steps	Responsibility	Timeline
Explore and pilot possible new elementary math program aligned with CCSS.	Math Coordinator and K-5 Math Program Committee explore and review new elementary math programs for possible implementation.	Math Coaches Math Exploratory Committee	Jan. – June 2014
Implementation of approved math program	Implementation and professional development of all K-5 math teachers of approved math program	Principals, Teachers, Math K-5 Committee Assistant Superintendent	Summer-June, 2015
Ensure daily common grade-level time for math instruction.	A K-5 daily commitment to an uninterrupted math block of instruction, which will ensure consistent delivery of vertically and horizontally aligned curriculum.	Teachers Principal	Ongoing
Continue to analyze, through collaborative	Teachers and Principal will regularly meet to share and analyze	Teachers, Principal	Fall of 2014

<p>inquiry, state and local data to identify mathematical areas that are in need of improvement.</p> <ul style="list-style-type: none"> 80% of our students will demonstrate math fact fluency appropriate to grade level competencies. Students will increase their ability to accurately answer complex open response questions <p>Differentiate math instruction.</p>	<p>district and state assessment results.</p> <p>Time focus on mastery of grade-level math facts through practice drills to develop fluency. (Mental Math)</p> <p>Determine common assessments and common expectations for math fact fluency based on the Common Core standards at each grade level.</p> <p>Staff will download actual MCAS Open Response questions with rubrics and use unit open response questions aligned with math units reflecting the Common Core Standards:</p> <ul style="list-style-type: none"> Teachers will regularly meet to share, analyze, and score student work using a rubric. <p>Staff will meet in grade level teams to:</p> <ul style="list-style-type: none"> Review student benchmark data Determine individual student needs Plan for interventions and enrichments for students at all levels. Provide appropriate and flexible small group instruction Professional development for staff to deliver instruction including interventions. 	<p>Teachers, Principal</p> <p>Math K-5 Committee</p> <p>Principals, Teachers, Math K-5 Committee/Coaches</p> <p>Teachers, Principals</p>	<p>Fall of 2014</p> <p>2014-2015</p> <p>2014-2015</p>
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	<ul style="list-style-type: none"> Professional development for staff to deliver enrichment instruction for high achieving students. 		
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Evidence of Effectiveness

1. District-wide implementation of math program to provide consistency between grade levels, district elementary schools and the CCSS.
2. 80% of students passing math fluency assessments.
3. Scheduling that reflects uninterrupted math blocks, principal observations, and data from common math assessments
4. 80% of students will score a 2 or above on open response questions measured by MCAS Open Responses Rubrics and Unit assessments.
5. There will be a 5% decrease of students in the Warning/Needs Improvement category and there will be a 5% increase of students in the Proficient or in the Above Proficient category.
6. Movement in Student Growth Percentile according to MCAS results and improved math scores on District Determined Measures.

Goal 3: The Veterans' Memorial Elementary School will improve parent involvement and attendance at PTO and school wide events

District-wide Elementary School Improvement Plan – Veterans' Memorial Elementary School

Goal	Strategies and Action Steps	Responsibility	Timeline
<p>A survey will be given to Veterans' families to gauge the best ways of communicating with them.</p> <p>An incentive program will be launched for parents and guardians at the Veterans' School</p> <p>Continue to add parents to Twitter as followers on Principalfusco@principalfusco</p>	<p>A quick survey will be sent home with students in the opening of school packets 4 to 5 questions regarding internet usage and other ways of communication.</p> <p>The "Eagle Card" will be given to all parents during the first month of school. Parents' cards will be "punched" for every event that they attend at the school. Including:</p> <ul style="list-style-type: none"> • Opening of school ice cream social • Meet the Teacher Night • PTO Meetings • Parent Conferences • Holiday Concert • Holiday Fair • Field Day Volunteering • Title One Information Meetings <p>Once parents receive a certain amount of punches, they become eligible for certain prizes. Including Veterans' bumper stickers, pizza parties for children, Veterans' tee shirts etc.</p> <p>Will have a membership drive at the Meet the Teacher Night, showing parents how to create their own Twitter site and also how to follow the Principals' page.</p>	<p>Principal, Secretary, IT department</p> <p>Principal, PTO, Teachers, Secretary, School Council Members</p> <p>Principal, Parents, Teachers</p>	<p>August – September 2014</p> <p>August 2014 – June 2015</p> <p>September 2014</p>

<p>Improve and increase the ways we communicate effectively with families</p>	<p>Increase entries on the school website More emails & phone calls through School Messenger Newsletters</p>		
<p>Evidence of Effectiveness</p> <ol style="list-style-type: none"> 1. Completed parents' survey with 75% return 2. Site council will respond to the best ways of communicating with parents 3. Bring Twitter membership on the principals' site to 50 or more parents/guardians 4. Eagle Card and list of incentives improving parental attendance at school events and PTO 5. Track the attendance at school events and begin to compile yearly data 			

WEST PARISH SCHOOL IMPROVEMENT PLAN

2014-2015



**West Parish
Elementary**

Submitted to the School Committee May 2014

Annual Report of the
West Parish Site-Based Council
May 2014

**West Parish Elementary School Improvement Plan
2014-2015**

**The West Parish Elementary School
Site-Based Management Council Statement of Purpose**

The West Parish Site-Based Management Council is a planning and advisory group comprised of the principal, parents, teachers, and a community member. The principal works with the council to identify the educational needs of the students attending the school, review the annual budget, and prepare a school improvement plan. The plan addresses issues such as professional development, student learning time, parent involvement, safety and discipline, and ways to meet the diverse learning needs of the students in the school. Each school council in the district submits its school improvement plan annually to the school committee. During the school year, the Council will review and recommend the school's budget while also addressing other school-wide goals.

With Education Reform so clearly in the spotlight, and with particular emphasis on the new Common Core, MCAS, and student growth, West Parish will continue to address student achievement as our primary goal, with a specific focus on math and literacy. This plan reflects an alignment and commitment to the Gloucester Public Schools School Committee's Overarching Goals.

The West Parish Site-Based Management Council will continue to facilitate and support positive change while advocating for students. The Council works with teachers, parents, and the community to ensure the best possible education for each West Parish student.

Site Based Council Members

Telena Imel, Principal

John Keyes, Parent

Lori Smith, Parent

Brad Pierce, Community Representative

Kim LaCoste, Kindergarten Teacher

Lynn Munroe, Fifth Grade Teacher

James Cooke, Parent

The Gloucester Public Schools Mission Statement

Our mission is for all our students to be successful, engaged, life-long learners.

The West Parish Elementary School Vision and Core Value

OUR VISION

We envision the West Parish Elementary as a standards-based learning community; where nationally benchmarked performance standards help all learners experience the real life application of basic skills and concepts needed to be successful in the 21st century. Highly qualified educators use diagnostic tools to assess every student's academic strengths and weaknesses and then develop a course of instruction to meet the learner's academic needs. This diagnostic and prescriptive teaching philosophy has become the cornerstone of our success. This vision will be accomplished through a vertically and horizontally aligned, cohesive core curriculum that meets the needs of all students.

CORE VALUES

Our organizational core values drive all behavior and decision making at West Parish. As a team of professionals, we have developed and defined values as a code of conduct for daily living in our learning community. Adult role models are expected to live by these values so that our children may learn from our example. Modeling these values helps instill the importance of high personal and organizational standards for a democratic and enriching life.

OUR CORE VALUES INCLUDE:

- Excellence and Effort
- High Standards, Quality, Achievement
- Interdependence
- Teamwork, community, Service
- Imagination
- Vision, Creativity, Risk Taking
- Commitment
- Dedication, Passion, Loyalty
- Compassion
- Caring, Nurturing, Support, Forgiveness
- Respect
- Dignity, Acceptance
- Integrity
- Responsibility, Trustworthiness, Honesty

Executive Summary SY 2013-2014

Since 2008, when the School Committee made the commitment for smaller elementary schools (The Plan for Effective Learning Communities), the primary goal for the West Parish Elementary School has been to meet individual students' needs. Our efforts have focused on all students (at-risk, some risk, and low risk as identified by local and state data). Those students who are meeting or exceeding benchmarks will continue to do so and be challenged to go deeper with their learning. We will strive, however, to have all students demonstrate adequate growth as measured by a number of different assessments including the state's standardized assessment.

West parish has a diverse array of programs to meet individual student needs. This includes a Learning Center for academic support and a district-wide program for K-1 students with Autism, Pervasive Developmental Delay (P), and Developmental Delays (). The K-1 program will be moving temporarily to Beeman Memorial School for the next two-years and we look forward to their return to school community with the opening of the New West Parish. Paraprofessionals deliver essential instruction to our most at-risk students, utilizing a number of interventions within the school-wide Response to Intervention model. The West Parish staff continues, through collaborative inquiry, to share expertise and best practices to strengthen teaching in the areas of mathematics and literacy.

The development of this year's plan includes an analysis of available data, a review of the needs of all students, instructional alignment to the Common Core, and the advancing of the goals of the District Improvement Plan. This data and the information from the Common Core and the District Improvement Plan allow us to establish measurable goals for our school improvement plan.

This year, there is a specific focus on two district initiatives: the implementation of a standards-based report card, and the implementation of a new math program that will need the focused efforts of the school and elementary community to ensure successful implementation and enhance student learning. The first two goals of this improvement plan were developed in collaboration by the district-wide elementary principals to allow for consistency amongst our schools for our students and staff. The third goal is focused at the school level on building a more connected West Parish Community through the fostering of social responsibility. The goals, action steps/strategies and evidence of effectiveness reflect the work that will be continued and initiated as we (administrators, teachers, and coaches) analyze the common core in order to align our curriculum to reflect best practices in teaching and learning.

West Parish Elementary School Improvement Plan Grid Summary Goals

The West Parish Site-Based Management Council considered the need to support existing efforts as well as undertake new initiatives in the FY13 School Improvement Plan.

Continuing Efforts

- ★ Continue improving teaching and student learning in Mathematics and English Language Arts. Having a core reading has allowed for the consistent delivery of vertically and horizontally aligned curriculum with the Common Core. District =- wide grade level meetings are helping to develop the same consistency in math.
- ★ Continued implantation and expansion of a school-wide protocol to create and maintain a safe, respectful school environment through the use of the Second Step Program and Responsive Classroom for K-5.
- ★ Continue to explicitly teach students how to answer open response questions.
- ★ Continued development and implementation of a tiered intervention system (RTI – Response to Intervention) across all grades for reading, writing, and math skills. RTI time will be a coordinated effort to provide additional support for learning in small groups.
- ★ Continue the improvement of Public Relations between the school and community at large.
- ★ Continue the partnership with the GEF to provide opportunities for our students such as the science field trips and theater program.
- ★ Continue weekly common grade-level planning time.
- ★ Analyze both the ELA and Math Common Core during common planning time and staff meetings

New Initiatives

- ★ Implement a new math program with formative and summative assessments aligned to the Common Core Standards.
- ★ Implement a Standards Based Report Card K-5 with training for staff and families.

District-wide Elementary School Improvement Plan – West Parish			
Goal 1: Implementation of standards-based K-5 elementary report card aligned to the common core.			
Goal	Strategies and Action Steps	Responsibility	TIMELINE
Ongoing Elementary staff training and professional development for the report card rubric, standards, and use of IPASS in ELA and Math content areas.	Professional Development will address the training and understanding of the academic standards and the performance indicators in alignment with the rubrics and training in the use of iPass.	Principals, Assistant Superintendent, Superintendent	September- November, 2014
Training in interrater-reliability on the rubrics and standards	Training on the expectations of the standards required to meet proficiency levels as defined on the rubric across grade-levels. Determination of proficiency levels exemplars will be created by data collection within district grade-levels.	Principals, Assistant Superintendent, Superintendent, Teachers	March, 2014 – ongoing
Parent/ Guardian information forums	Parent Forums, Open Houses, PTO, Superintendent’s Corner, and Site Council Presentations will provide opportunities for parent outreach and education on the new report card. Access to information on the report card will be accessible on the website.	Superintendent, Asst. Superintendent, Principals	September, 2014
Ongoing review of the writing standards by the Literacy committee	Literacy committee will review writing standards and update the report card to reflect alignment with the Common Core Standards.	Literacy Committee, K-5 teachers	September- April, 2015

Evidence of Effectiveness

1. Teacher understanding of standards-based report card and interrater-reliability.
2. Data collection of exemplars aligned to proficiency levels of rubric within grade levels.

District-wide Elementary School Improvement Plan –West Parish			
Goal 2: Students will demonstrate growth in mathematical concepts and skills consistent with the Massachusetts Curriculum Frameworks for Mathematics (and Common Core as implemented).			
Goal	Strategies and Action Steps	Responsibility	Timeline
Explore and pilot possible new elementary math program aligned with CCSS.	Math Coordinator and K-5 Math Program Committee explore and review new elementary math programs for possible implementation.	Math Coaches Math Exploratory Committee	Jan. – June 2014
Implementation of approved math program	Implementation and professional development of all K-5 math teachers of approved math program	Principals, Teachers, Math K-5 Committee Assistant Superintendent	Summer-June, 2015
Ensure daily common grade-level time for math instruction.	A K-5 daily commitment to an uninterrupted math block of instruction, which will ensure consistent delivery of vertically and horizontally aligned curriculum.	Teachers Principal	Ongoing
Continue to analyze, through collaborative inquiry, state and local data to identify mathematical areas that are in need of improvement.	Teachers and Principal will regularly meet to share and analyze district and state assessment results.	Teachers, Principal	Fall of 2014

<ul style="list-style-type: none"> 80% of our students will demonstrate math fact fluency appropriate to grade level competencies. Students will increase their ability to accurately answer complex open response questions <p>Differentiate math instruction.</p>	<p>Time focus on mastery of grade-level math facts through practice drills to develop fluency. (Mental Math)</p> <p>Determine common assessments and common expectations for math fact fluency based on the Common Core standards at each grade level.</p> <p>Staff will download actual MCAS Open Response questions with rubrics and use unit open response questions aligned with math units reflecting the Common Core Standards:</p> <ul style="list-style-type: none"> Teachers will regularly meet to share, analyze, and score student work using a rubric. <p>Staff will meet in grade level teams to:</p> <ul style="list-style-type: none"> Review student benchmark data Determine individual student needs Plan for interventions and enrichments for students at all levels. Provide appropriate and flexible small group instruction Professional development for staff to deliver instruction including interventions. Professional development for staff to deliver enrichment instruction for high achieving students. 	<p>Teachers, Principal</p> <p>Math K-5 Committee</p> <p>Principals, Teachers, Math K-5 Committee/Coaches</p> <p>Teachers, Principals</p>	<p>Fall of 2014</p> <p>2014-2015</p> <p>2014-2015</p>
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<p>Evidence of Effectiveness</p> <ol style="list-style-type: none"> District-wide implementation of math program to provide consistency between grade levels, district elementary schools and the CCSS. 80% of students passing math fluency assessments. Scheduling that reflects uninterrupted math blocks, principal observations, and data from common math assessments 80% of students will score a 2 or above on open response questions measured by MCAS Open Responses Rubrics and Unit assessments. There will be a 5% decrease of students in the Warning/Needs Improvement category and there will be a 5% increase of students in the Proficient or in the Above Proficient category.

6. Movement in Student Growth Percentile according to MCAS results and improved math scores on District Determined Measures.

WEST PARISH ELEMENTARY SCHOOL IMPROVEMENT PLAN

Goal 3: Foster a social responsibility in the community (WP students, parents staff and Gloucester community) and to the environment.

Goal	Strategies and Action Steps	Responsibilities	Timeline
Implement a school-wide program to create and maintain a respectful and safe environment.	Host an awareness presentation for parents on the definition and differences of bullying and peer conflict. Post the PowerPoint presentation on our school website as a resource for parents. Conduct a pre- and post- survey on bullying. Expand the involvement of programs such as Responsive Classroom and Second Steps in classrooms. Implement consistent practices for addressing behavioral transgressions.	Principal School Adjustment Counselor	Fall 2014 Prior to June 2015
Strengthen community relationships.	Maintain school website and encourage classroom teachers' participation. Communicate with the local newspapers and cable television to highlight school's activities. Leverage outside resources to enhance learning opportunities for students and families. Host parent / family events such as: Meet the Teacher Night Celebration of Learning Night MCAS Parent Night Family Math Nights (K-1) (2-3) (4-5) Family Literacy Nights (K-1) (2-3) (4-5) School-wide Field Day Family Fun Activities	Principal School Adjustment Counselor Principal School Publicist Principal Site Based Council Principal Teachers	Ongoing Ongoing

	<p>Schedule clean-up Days for West Parish.</p> <p>Participate in the community gardens.</p> <p>Involve students with outside community organizations such as Senior Day Care, Cape Ann Historical Walk, and the Veterans' Day Ceremonies.</p>	<p>Parents Students Community Volunteers & Partnerships Principal</p> <p>Students Parents Teachers</p>	
<p>Evidence of Effectiveness Results from pre- and post survey. Participation rate- Attendance records of number of students involved and the number of events.</p>			

Evidence of Effectiveness
Questionnaire to parent/guardians on effectiveness of monthly newsletter, website, "all call" system and community events.
Number of pictures and articles published.
Success of events based on attendance, feedback and questionnaire.
Number of families involved in the new gardens.