

The Hildreth Elementary School Improvement Plan

2017-18



REACH FOR THE STARS!



SCHOOL COUNCIL MEMBERS

(As of June 2017)

Sue Frederick, Principal Co-Chair

Jennifer Lee-Feinberg, Parent, Co-Chair (2014-2017)

Julie Shoemaker, Parent, Co-Chair (2015 – 2018)

Katrina Lackner, Parent, Secretary (2015-2018)

Jason Cole, Parent (2015-2018)

Pam Gordon, Parent, (2013 – 2016)

Demet Guntas, Parent (2016-2019)

Marisa Khurana, Teacher (2015-2018)

Joan Accorsi, Teacher (2013-2016)

Lisa Hopkins, Teacher (2016-2019)

Heather Montalto, Teacher (2014-2017)

Tammy Route, Teacher (2014-2017)

Barbara Kemp, Community Representative (2014 – 2017)

Pat Jennings, Community Representative (2015-2018)

Mary Traphagan, School Committee Representative

The Hildreth Elementary School Improvement Plan

2017-2018

MISSION STATEMENT

The Hildreth Elementary School, located at 27 Massachusetts Avenue in Harvard, MA, is a PreK-5 school that holds all students to high academic, social, and behavioral standards. HES is proud of its strong teaching and support staff and the District's commitment to excellence.

Vision Statement

The Harvard Public Schools community, a leader in educational excellence, guides each student to realize his or her highest potential by balancing academic achievement with personal well-being in the pursuit of individual dreams. The students engage in learning how to access and apply knowledge, think critically and creatively, and communicate effectively. They continue to develop the confidence and ability to collaborate, contribute, and adapt in an ever-changing world.

THE HILDRETH ELEMENTARY SCHOOL STAFF

(As of June 2017)

Prekindergarten	Lauren Carchidi
Kindergarten	Courtney Cutler, Erin Newbould, Melissa Niland, Allison White
Grade 1	Pam Chapman, Lisa Hopkins, Marie Phillips, Karen Shaw (LTS)
Grade 2	Carrie Normandin, Chris Snell, Juliana Steadman, Cindy Steeves
Grade 3	Marie Ayles, Amy Bassage, Chris Burns, Lauren Crittendon
4 Grade	Joan Accorsi, Karen Hurley, Michelle Keane, Tammy Route
Grade 5	Cynthia Ambrosino, Rob Cullinane, Sangita Marya, Debby Walker
Specialists	Sharon Correnty (Art), David Gilfix (Music), Erin Sintros (Health), Barbi Kelley (P. E.), Marybeth Quaadgras (Technology/Media)
Special Educators	Jamie Adams, Gretchen Gibbs, Marisa Khurana, Carly Monsen
Language Arts Coordinator	Peggy Bragg
ELL	Reenie Keith
Speech/Language	Emily Sterber, Rebecca Antes
Occupational Therapy	Laura Uglevich
Guidance Counselor	Jessica Bethoney
Psychologist	Victoria Ramirez
BCBA	Tessa Piantedosi
Adjustment Counselor	Susan Chlapowski
Nurse	Jennifer Eklund, Dawn French
Teacher Assistants/Tutors	Jen Baranowski, Amy Barnes, Deb Carroll, Lauren Desjardins, Kathleen Donovan, Becky Epstein, Lori Farnsworth, Nick Francis, Amy Gebru, Margie Hadorn, Elizabeth Hart, Janice Nurmi, Mandy Ostaszewski, Dale Parda, Sonya Patel, Jean Pellegriti, Marissa Ricard, Carol Riddle, Lisa Robichaud, Wendy Scott, Kate Stamm, Lisa Stone, Alison Thornton, Alison Wicks, Tamara Willsie
Front Office Secretaries	Lorelei Galeski, Margaret Grogan
Community Education	Judy Cavanaugh
Technology	Chris Boyle, Oksana Peura, Cynthia Rainey, Beth Cregan
Facilities Coordinator	Mark Force
Community Access	David Woodsum
Special Education	Marie Harrington (Director), Heather Montalto (Team Chairperson), Lucy Doucette (Secretary)
Central Office	Mary Zadroga, Karen Shuttle
Superintendent	Dr. Linda G. Dwight
Principal	Josh Myler
Associate Principal	Scott Mulcahy

2017-18 HES School Improvement Plan

Core Value: Student Achievement

We believe the Harvard public schools inspire, prepare, and challenge all students toward academic excellence while recognizing that students reach their individual potential in different ways.

Title	Goal	Strategies	Time-line	Resources	Measurement	% Complete
Next Generation Science Standards	Ensure K-5th grade science is aligned with the DESE new Science Standards	<p>Administration, Vertical Team Leader, and teachers will use summer curriculum time to align changes to science standards at each grade.</p> <p>Vertical Team time will be used to evaluate/discuss progress toward integration of new units.</p> <p>Materials will be ordered to arrive prior to the start of the school year to allow Vertical Team Leader, Teachers, and Administration to review/preview.</p> <p>Monitor need for</p>	2017-18	<p>Summer curriculum professional development monies and time.</p> <p>Vertical Team Leader summer work commitment time.</p> <p>Atlas Rubicon will be used to input updated lessons and resources (two year goal completed by 2019)</p> <p>ER Days during school year.</p> <p>Budget</p>	<p>Review of product from summer work.</p> <p>Review of Atlas Rubicon lessons, collection of sample lessons from each grade. By end of 2017-18 school year, grades (K-5) will have new unit sequence entered into Atlas Rubicon.</p> <p>Collection of meeting notes to ensure we are reviewing new science standards at each meeting.</p>	

		consumable materials				
Differentiation and Curricula Supplements	Work with each grade level to develop differentiation strategies to address enrichment, specifically in the area of math	Use summer curriculum time to continue alignment and development supplemental materials	2017-18	Professional development and collaboration time	Review of Atlas Rubicon	
		Use Vertical Team Time and Faculty meeting to discuss strategies for differentiation		Software (Atlas Rubicon)	Review meeting notes for Vertical Team Meetings to ensure differentiation is discussed at each meeting.	
		PLC will continue to research best practices for differentiation and create a “bank” of strategies and report out to faculty during at least one faculty meeting.	2017-18	Budget monies for curriculum materials	Record dates of meetings of PLC as well as review differentiation strategies collected.	
					*Note this goal will span multiple years in order to create resources for prek-5 th grade.	

Title	Goal	Strategies	Time-line	Resources	Measurement	% Complete
Homework	Continue to work with School Council and Homework PLC to review research and HES practices to ensure homework is meeting its intended goals	Use School Council time to review/discuss research. Meet with PLC to review research and discuss current practice. Create a list of current homework practices by grade.	2017-18	Time: School Council Meeting, PLC meetings, Faculty Meetings	Review notes from School Council and PLC meetings Review results of student survey. Record meetings with grade levels re: homework.	

		<p>Use Faculty Meeting to discuss homework/research/current practice</p> <p>Use feedback from 2016-17 student survey regarding homework to create more detailed survey to gather additional data. Use this data when discussing homework research and practices.</p>			<p>Collect homework practices at start and end of school year to determine what if any changes have been made.</p>	
Technology	<p>Continue implementing ways to use technology as a learning tool for collaboration, innovation, motivation, and organization</p> <p>Expand on our digital citizenship instruction for students and provide parents more resources regarding digital citizenship</p>	<p>Support the teachers, parents, and students with a 1:World pilot program in the 4th year</p> <p>Create a list of the technology integration that is occurring at HES to provide teachers with in-building resources to use to expand their own technology use.</p> <p>Provide time for teachers to observe other teachers as well as visit other schools and attend professional development</p> <p>The Educational Technology Coordinator, Library/Media teacher, and classroom teachers will work together</p>	2017-18	<p>Hardware, software, and professional development as funded by the Omnibus budget and outside funding sources as detailed in the technology plan</p> <p>Summer curriculum time to offer trainings</p> <p>Time to allow for outside professional development and in-house classroom visits</p>	<p>Annual survey of stakeholders will be completed, analyzed, and shared</p> <p>Collect samples of project-based learning using technology</p> <p>Update list of technology integration and tech sharing opportunities at the end of the school year</p> <p>Dates of parent events/information re: digital citizenship.</p>	

		<p>to expand digital citizenship lessons in 3rd-5th grade.</p> <p>Administration will work with Educational Technology Coordinator to provide opportunity for parents to learn about digital citizenship (including partnering with local resources)</p> <p>Provide all teachers at HES with Macbook and related training</p> <p>Repurpose an iPad cart within the district to supply additional iPads to classrooms for center work</p>		<p>Use Atlas Rubicon to update new digital citizenship lessons</p> <p>DA and police offices as resources for information and training</p>	<p>Dates of Macbook training with staff.</p>	
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Core Value: Personal Growth

We believe in helping all students attain a balance between academic achievement and physical, emotional, and social well-being so that they become productive, confident and caring citizens.

Title	Goal	Strategies	Timeline	Resources	Measurement	% Complete
Physical/ Emotional/Social Well-being	Continue to foster physical, emotional, and social well-being of students and staff	<p>Continue to implement the health/wellness curriculum and activities K-5</p> <p>Continue to use movement breaks during the day and increase the use of the Move to Learn Stations in the building</p> <p>Increase the use of alternative furniture for seating in classrooms (i.e. yoga balls, wobble chairs, standing desks, fidget bars etc)</p> <p>Continue to consistently implement the 2nd Step and Steps to Respect Programs. Train 5th grade students to support instruction of 2nd Step at the earlier grades</p> <p>Create a PLC that will research new DESE SEL standards and best practices in the area of social/emotional learning</p>	2017-18	<p>2nd Step and Steps to Respect Curriculum materials</p> <p>Guidance from: School Counselor, School Adjustment Counselor, School Psychologist, BCBA, Health Teacher, PE Teacher supporting 2nd Step</p> <p>Budget/grant monies for furniture</p> <p>Time for PLC to meet and time at faculty meetings to discuss SEL</p>	<p>Review of Atlas Rubicon re: health/wellness curriculum</p> <p>Observations of 2nd Step/Steps to Respect lessons by administration.</p> <p>Collect data on number of classrooms using some alternative furniture.</p> <p>Collect the number of 5th graders trained to support 2nd Step and number of classrooms they support.</p> <p>Record date of PLC and review findings</p>	

Core Value: Partnership

We believe that students are best served when schools, families, and the community share a common vision and are committed to open communication, mutual respect, and collaboration.

Title	Goal	Strategies	Timeline	Resources	Measurement	% Complete
Partnership	To continue to enhance and foster communication and collaboration with teachers, parents and community members	<p>Ensure school website is updated on a regular basis. Use social media (Twitter) to “tweet” events</p> <p>Provide opportunities for grade level groups of parents to meet with administration</p> <p>Utilize Power school parent portal to disseminate report card and alert solutions to share out email updates</p> <p>Continue to partner with the PTO for enrichment and events</p> <p>Partner with local resources to provide parent information on digital citizenship</p> <p>Continue to support teachers in their ongoing contacts with parents</p>	2017-18	<p>Website</p> <p>Twitter account</p> <p>Time to meet</p> <p>PTO funding</p> <p>PowerSchool Alert Solutions</p>	<p>Data will be collected regarding the number of times administration offers parent grade level group meetings. Goal 1 meeting per grade. Data will be collected regarding the number of parents attending group meetings</p> <p>Goal-2 parent information emails per month from administration</p> <p>Date of PTO events will be recorded</p> <p>Dates of parent info session re: digital citizenship</p>	

Core Value: School Climate

We believe that the Harvard Public Schools strive to create a safe and inclusive environment that values diversity and fosters respect for learning, self, and others.

Title	Goal	Strategies	Timeline	Resources	Measurement	% Complete
Maintain and Improve School Climate	Continually improve the School Climate for students and staff.	<p>Continue to meet with Behavior Committee to monitor plan. Use 2016/17 Student survey to gather information and update implementation</p> <p>Update staff to ensure consistent implementation of behavior system</p> <p>Work with School Council to conduct additional student climate survey for 2017-18 using data collected from 2016-17 student survey</p> <p>Continue to utilize meeting norms, vision statement, and core values in meetings</p> <p>Continue to involve 4th and 5th grade students in the ownership of the building.</p> <p>Develop staff-led Professional Learning Committees (PLC) during the year focused on math differentiation, homework, and SEL</p>	2017-18	<p>Time for PLC's to meet</p> <p>Time for School Council to meet</p> <p>Create 4th and 5th grade groups to increase ownership and leadership (i.e. Flag Committee, Lost and Found Committee)</p> <p>Provide PDP's for staff attending PLC</p>	<p>Collect data of office behavioral referrals as compared to previous years</p> <p>Analyze survey results to determine area of improvement</p> <p>Dates that PLC meet with review of product from meetings</p> <p>Collect number of 4th and 5th graders involved in committees</p>	