

FINAL 2009-2010 Rye School District Goals and Action Plan

The Rye School District's mission is to provide an outstanding learning and teaching environment that meets every child's academic, social, physical, and personal needs.

The standards and measurements for excellence that guide our District are stated in the New England Association of Schools and Colleges Standards for Accreditation.*

CURRICULUM, INSTRUCTION, CURRICULUM ASSESSMENT

Actionable Goals for the School Year

Goal:

To continue the development and implementation of rigorous curricula in all subject areas to ensure that every student in our district is appropriately challenged and learning at their highest level.

Actions:

- 1. Implement NEASC identified goals for RJH and RES (attached as Appendix A)**
 - *Who – Principals*
 - *How – As identified*
 - *When- As identified*
 - *Status:*

- 2. District In Need of Improvement Plan**
 - *Who – Curriculum Coordinator, Principals, Superintendent*
 - *How – Planning document*
 - *When- Draft 1: 10/2009 on-going for 24 months*
 - *Status:*

- 3. Of programs that scored <50% “Very Satisfied” rating in Survey, develop plan to strengthen and increase above 50% level.**
 - **At both RJH and RES:**
 - i. Academic studies challenge levels**
 - ii. Foreign Language**
 - iii. Science**

 - *Who – Curriculum Coordinator, Principals, Teachers*
 - *How – collect data, develop plan*
 - *When- School year; Draft November 2009*
 - *Status:*

- 4. Implement Learning Compact**
 - *Who – Curriculum Coordinator, Principals, Superintendent, Teachers*
 - *How – Survey from Learning Compact*
 - *When- School year 2009-2010*
 - *Status:*

* NEASC Standards for Middle and Elementary Schools: <http://www.neasc.org/cpes/>

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5. Core Curriculum documents completed

- *Who – Curriculum Coordinator and Principals (with teachers)*
- *How – Meetings – report, documents online; update from Curriculum Coordinator*
- *When – (Align to New Hampshire state standards November 2009)*
- *Status:*

6. Investigate adventure based learning

- *Who – Dr. Cushing, Chris Pollet, Michael Schwartz, Robin Ellwood*
- *How – presentation to Board on details and impact*
- *When – Special Meeting to public October 2009*
- *Status:*

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COMMUNICATION

Actionable Goals for the School Year

Goal:

To expand existing and/or develop new opportunities for communication that support mutual respect, common purpose and shared support among all members of the school community.

Action:

- 1. Implement NEASC identified goals for RJH and RES (attached as Appendix A)**
 - *Who – Principals*
 - *How – As identified*
 - *When- As identified*
 - *Status:*

- 2. Improve the RJH report cards to be “standards based” to better understand what students have learned and reflect what a child has learned/mastered**
 - *Who – RJH administrator and RJH teachers*
 - *How- Update to Board; pilot w/group teachers last marking period*
 - *When –Report- December 2009;*
 - *Partial implementation- April 2010; Full roll-out next school year 2010-2011*
 - *Status:*

- 3. Expand role of parents at RJH through the PTA**
 - *Who –, Principals, Superintendent, PTA*
 - *How – Monthly meetings with PTA Executive Committee*
 - *When- On-going*
 - *Status:*
 -

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LEADERSHIP AND ORGANIZATION

Actionable Goals for the School Year

Goal:

Continue to inspire and direct a culture of excellence that supports the School District's mission to meet every child's academic, social, physical, and personal needs using the New England Association of Schools and Colleges (NEASC) Leadership Standards as a guide.

Actions:

1. Implement NEASC identified goals for RJH and RES (attached as Appendix A)

- *Who – Principals*
- *How – As identified*
- *When- As identified*
- *Status:*

2. Revise Annual survey/review of RES and RJH parents

- a. *Who – Administration, teacher team, curriculum coordinator*
- b. *How – Survey(s)*
- c. *When – Draft January 2010. Implemented May 2010*
- d. *Status:*

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BUDGET

Actionable Goals for the School Year

Goal:

To develop a fiscally responsible budget that supports the Rye District's mission.

Actions:

- 1. Implement NEASC identified goals for RJH and RES (attached as Appendix A)**
 - *Who – Principals*
 - *How – As identified*
 - *When- As identified*
 - *Status:*
- 2. Negotiate new teacher contract**
 - *Who – Michael Schwartz, George Cushing, Ian Grant, Board*
 - *How – negotiations*
 - *When – November 1, 2009*
 - *Status:*
- 3. Increased communications on budget process status to parents/teachers/staff/budget committee**
 - *Who – Board communications committee*
 - *How – Traditional communications process*
 - *When – budget process period*
 - *Status:*
- 4. Flexible budget mechanism for mid-year budget modifications required by teachers**
 - *Who – Board; Jim Katkin*
 - *How – Decision*
 - *When – budget process period*
 - *Status:*
- 5. Explore early retirement incentives**
 - *Who – Superintendent and Business Manager*
 - *How – report*
 - *When – By November 1, 2009*
 - *Status:*

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ASSESSMENT AND ACCOUNTABILITY

Actionable Goals for the School Year

Goal:

Meaningfully measure the schools' progress on the District's mission, identifying successes to celebrate and areas to improve. Where improvement is needed, efficiently implement an effective improvement plan.

Actions:

1. Implement NEASC identified goals for RJH and RES (attached as Appendix A)

- *Who – Principals*
- *How – As identified*
- *When- As identified*
- *Status:*

2. Update and create written job descriptions for K-8 and Stipend positions

- *Who –Business Office w/staff input*
- *How – Drafts being created by Business Administrator and his secretary*
- *When – January 1, 2010*
- *Status:*

3. Revise K-12 data metrics for tracking trends

- *Who – Tom Southworth, Curriculum Coordinator, Michael Schwartz*
- *How – Updates and report*
- *When –March 2010*
- *Status:*

4. Review Student Information System

- *Who – IT Director and Principals*
- *How – meet w/vendors and talk w/schools; review & recommendation*
- *When – October 2009*
- *Status:*

5. School Board Self-Assessment

- *Who –Board*
- *How – Report*
- *When – May 2010*
- *Status:*

* NEASC Standards for Middle and Elementary Schools: <http://www.neasc.org/cpes/>

Rye Elementary School - NEASC Recommendations and Timelines – 2009 - 2010

This document is a work in progress. A NEASC Action Planning Committee will be formed in the fall to review and implement the recommendations in this document.

NEASC Recommendations

Curriculum

1. Work with the district and SAU staff and complete CORE documents in all content areas.
2. Develop a curriculum revision calendar to make sure that all curriculum content areas are reviewed on a regular basis.
3. Determine the essential skills in each content area at each grade level to develop the foundation for common assessments.
4. Investigate the possibility of including special educators at the grade level team meetings when curriculum is going to be discussed.
5. Determine the need for paraprofessionals and special subject teachers to be included in curriculum alignment and revision.
6. Review enrichment programs, such as Artists in Residence, to ensure they align with and enhance the current grade level curriculum topics.
7. Investigate the need for further grade level and vertical team curriculum discussions throughout the school year.

Timeline

Curriculum

1. November 2009
2. June 2009
3. Fall 2010
4. Fall 2009
5. Fall 2009
6. Fall 2009
7. Fall 2009

Person(s) Responsible

Curriculum

1. Curriculum Coordinator
2. Curriculum Coordinator
3. Curriculum Coordinator
4. Principal
5. Principal
6. Principal
7. Principal and RES staff

NEASC Recommendations

Instruction

1. Focus some of the common planning time on the discussion of best practices in instruction and other instructional issues.
2. Implement additional planning time for teachers to meet on vertical teams more frequently to discuss instructional practices.
3. Standardize the math supplementary materials being used at each grade level so that all students receive the same learning opportunities.
4. Address the need for more technology training.
5. Develop a plan for purchasing more FOSS kits and for inventorying the science equipment so that all teachers can share the equipment equitably.
6. Consider expanding the implementation of the *Follow the Child* initiative to include more students.

Timeline

Instruction

1. School year 2009-2010
2. School year 2009-2010
3. School year 2009-2010
4. Fall 2009
5. Fall 2009
6. Work in progress

Person(s) Responsible

Instruction

1. Principal, Curriculum Coordinator and staff
2. Principal
3. Math specialist
4. Principal and technology staff
5. Principal and science lead teacher
6. Principal, Curriculum Coordinator and Superintendent

NEASC Recommendations

Assessment

1. Develop common assessments in science and social studies among grade levels.
2. Implement common supplemental math materials to provide consistency within grade levels.
3. Develop common term assessments to supplement Math Trailblazers assessments.
4. Schedule vertical meetings which provide an opportunity for data analysis to address strengths and weaknesses across grade levels.
5. Increase time available for grade level sharing of assessment results.
6. Explore the possibility of meetings for integrated arts teachers to discuss informal assessments with other integrated arts teachers within the district.

Timeline

Assessment

1. Spring 2011
2. School Year 2009-2010
3. School year 2010-2011
4. School year 2009-2012
5. School year 2009-2012
6. Spring 2010

Person(s) Responsible

Assessment

1. Curriculum Coordinator and staff
2. Teachers and math specialist.
3. Math Support Teacher, Curriculum Coordinator and staff
4. Principal, Curriculum Coordinator and staff
5. Principal and Curriculum Coordinator
6. Curriculum Coordinator

NEASC Recommendations

Leadership & Organization

1. Develop a formal orientation/mentoring program for new support staff.
2. Build additional planning time into the schedule for vertical collaboration across grade levels.
3. Provide opportunities for classified staff and paraprofessionals to attend full staff meetings and specific trainings.

Timeline

Leadership & Organization

1. School Year 2009-2010
2. School Year 2009-2010
3. School Year 2009-2010 – invited but not required; School Year 2010-2011 – budget for hours for staff to attend.

Person(s) Responsible

Leadership & Organization

1. Principal and Mentor Coordinator
2. Principal
3. Principal

NEASC Recommendations

School Resources for Learning

1. Secure a quiet place for paraprofessionals to work with students outside of the classroom for students with behavioral issues as they arise.
2. Examine the effectiveness of the procedure for requesting technology repairs.
3. Address the need for additional technical assistance for technology repairs.
4. Schedule common planning time for special education staff, regular education staff, and paraprofessionals.
5. Reorganize current space to provide appropriate storage for the audiovisual equipment.
6. Relocate books and other materials to age-appropriate heights so that students can safely access them.

Timeline

School Resources

1. School Year 2009-2010
2. Fall 2009
3. Fall 2009
4. School Year 2010-2011
5. School Year 2009-2010
6. Fall 2009

Person(s) Responsible

School Resources

1. Principal
2. IT Director ,
Technician, and
Principal
3. IT Director ,
Technician, and
Principal
4. Principal
5. Principal and
Library/Media staff
6. Library/Media staff

NEASC Recommendations

Community Resources

1. Address the issue of more technology support staff to ensure timely repair of technology and media equipment and more technology training for staff.
2. Examine the effectiveness of the procedure for requesting technology repairs.
3. Develop a mechanism for providing monetary resources for unanticipated needs.
4. Create additional storage space for curriculum materials and equipment.
5. Invite input from staff regarding long-term planning for facilities, educational programs, staffing and technology.
6. Consider partnering with student internship/student teaching programs at UNH.
7. Determine the need for enlarging the parking area.
8. Investigate the need for an access road to rectify safety concerns on Leaping Lizards playground.
9. Direct efforts to implement the recommendations made in the energy audit to improve building insulation, upgrade the boiler and lighting and implement HVAC controls.

Timeline

Community Resources

1. Budget 2010-2011
2. Fall 2009
3. Budget 2010-2011
4. TBD
5. School Year 2009-2010
6. Ongoing
7. Budget 2010-2011
8. Ongoing
9. Ongoing

Person(s) Responsible

Community Resources

1. Principal and IT Director
2. Principal and IT Director
3. Principal and Business Manager
4. Principal
5. Principal and Principal's Advisory Council
6. Principal and Curriculum Coordinator
7. Principal, Facilities Coordinator, and Business Manager
8. Track and Playground Committee
9. Business Manager and Facilities Coordinator

10. Develop a plan for providing additional classroom space for the music and world language programs.

11. Ensure that the playground surfaces allow for accessibility for students with physical challenges.

Community Resources

10. School Budget 2010-2011

11. School Year 2009-2010

Community Resources

10. Principal

11. Facilities Manager, Business Manager, and Principal

Data Collection Process

The NEASC process was an 18 month self study to collect data from the staff, students, parents, SAU, and the Rye community. Our self study was completed prior to February vacation 2009 and the visiting team came to see the school in March 2009. Our three day visit showcased the school and its practices. Upon completion, the visiting team was responsible for writing a report. A draft of the report was sent to the school principal to check for accuracy. After review by the principal and Steering Committee it was sent back to the Visiting Team chairperson, corrections made, and sent on to the New England Association of School and Colleges. Our report was reviewed by the NEASC Board of Directors and we were reaccredited. We were told that our self-study was one of the most comprehensive that they had ever seen. There is gratitude owed to the co-chairpersons, Kathleen Tucker and Kathleen Cole, for their leadership, and to the Steering Committee and all RES staff for their hard work.

The parent survey was sent home electronically in April to all parents. The purpose of the survey was to provide staff and administration with constructive information for use in improving curriculum, communication and school culture. One hundred twenty-two parents (37% participation) completed the survey. Data was reviewed. Results will be shared at the August 2009 staff meeting and action steps formulated.

GOALS
Curriculum

1. Complete the alignment of the district curriculum with state
 - Completed by November, 2009
 - Curriculum Coordinator, Principals, and teachers
2. Establish a plan and timeline for continuous monitoring and revision of the curriculum and include staff training
 - Completed by November, 2009
 - Curriculum Coordinator
3. Ensure that the review of curriculum includes a data driven component
 - Two year plan beginning October 2009-June 2011
4. Initiate the process of developing written detailed curricula for each subject area using common formats
 - Two year plan beginning Spring 2010 PLC meetings

Instruction

1. Provide professional development opportunities focused on research-based instructional strategies
 - Ongoing philosophy of PD by Principal
 - Ensure \$ is available through budget
2. Incorporate the discussion of best practices in instruction as a regular item at all meetings of the staff
 - Ongoing philosophy of PD by Principal
3. Provide staff training to address the development and application of higher order thinking skills in each content area
 - Principal Ongoing
 - Analysis of PD requests and promotion of opportunities through NELMS, NHASCD, etc
4. Implement the use of a data driven process to inform and improve instruction
 - October 2009 and ongoing
 - Principal
 - Through the PLC model, team meetings will be discussions around data (macro and micro)
5. The integration of the technology curriculum across grade levels and throughout the school.
 - Ongoing
 - Curriculum Coordinator, Principal, teachers, and Technology Team
 - Part of Curriculum Discussion and Technology Team work at RJH

Assessment

1. Initiate data analysis teams

- October 2009
- Principal
- Through the PLC model, team meetings will be discussions around data (macro and micro)

2. Introduce authentic assessment as a means of measurement

- October 2009
- Principal
- Through the PLC model, team meetings will be discussions around data (macro and micro)

3. Create a report card aligned with learning standards (state or local) for content areas

- June 2010
- Principal and RJH committee
- Use curriculum documents and state standards to create report card