

# William G. Vinal School Council Improvement Plan

2006-2007

June 2006

## Mission Statement

Our Mission at Vinal School is to cultivate courage, integrity, and respect in our students; to encourage students to be more active and responsible contributors to their families and community; to involve students in stimulating and diverse learning experiences so that they may become confident and capable lifelong learners and clear and concise thinkers; and to provide a safe, clean, and healthy environment to foster a wholesome and responsible lifestyle.

## Core Values

### Responsibility

Our students will assume responsibility for their actions, words, and choices.

### Respect and Kindness

Our students will treat others and their environment with respect and kindness.

### Risk Taking

Our students will have the courage to take appropriate social and intellectual risks.

## Purpose of Plan

Vinal's Improvement Plan was developed by the S.I.C. It is designed to encourage practices that will ultimately result in improving student learning by providing professional development opportunities for staff, and familiarizing parents with new educational practices and curriculum initiatives.

### William G. Vinal School Council Members:

Marge Dorney, Principal, Co-Chair

Leslie Feingold, Community Representative

Sarah House, Teacher

Laurie Peckham, Teacher

Adrienne Vavpetic, Parent

Tara Garvey, Parent, Co-Chair Parent

Robbin Fitzgerald, Teacher

Liz McCarron, Parent

Rosemary Sheppard, Parent

## **IMPROVING STUDENT INSTRUCTION**

- 1.1 Maintain desirable class sizes.
- 1.2 Continue to emphasize standards-based instructional practices.
- 1.3 Review and update Norwellized curriculum based on state framework revision.
- 1.4 Continue to focus instruction on grade level skills and concepts identified by the Norwellized curriculum.
- 1.5 Work with district colleagues to create consistent and measurable grade level benchmarks.
- 1.6 Continue refinement of the Word Study/Spelling curriculum to improve consistency of instruction.
- 1.7 Continue to utilize test data to improve student instruction.
- 1.8 Reflect on implementation of DIBELS assessment (Dynamic Indicators of Basic Early Literacy Skills) and the three-tiered reading support model piloted in 2005-2006. Make adjustments as needed.
- 1.9 Encourage professional development in this area with Cole staff and with guidance from the No Child Left Behind requirements.
- 1.10 Continue weekly Common Planning times for each grade level and monthly cross grade level meetings to ensure communication and consistency.
- 1.11 Continue to encourage staff feedback from conferences and workshops using staff meeting to share materials and ideas.
- 1.12 Part of every staff meeting will focus on improvement of teaching and learning.
- 1.13 Provide opportunities for staff presentations at faculty meetings.
- 1.14 Encourage staff sharing of pertinent readings at staff meetings including current research on learning.
- 1.15 Continue to provide paraprofessional training with support specialists sharing their knowledge and expertise.
- 1.16 Continue to encourage coursework and professional development in the areas of differentiated instruction.
- 1.17 Provide opportunity for peer observations and peer coaching.
- 1.18 Create focus groups to investigate use of Vinal Outdoor Classroom, TACO Trail and other local habitats and how/where it fits into grade level curriculum.
- 1.19 Continue to encourage staff to collaborate to utilize grants from NEF and P.T.O. sources.
- 1.20 Continue to work with PTO to provide curriculum based in-school enrichment activities.
- 1.21 Continue to plan field trips that support grade level curriculum

## **PARENT EDUCATION**

- 2.1 Continue to update and publicize the Parent Resource Center.
- 2.2 Maintain Vinal Web Page with classroom links.
- 2.3 Maintain and update Parent Resource Center bibliography link to the Vinal Web Page.
- 2.4 Continue to utilize parent and teacher input on topics for parent/family workshops.
- 2.5 Publicize and conduct several parent workshops according to input from survey.
- 2.6 Encourage contributions of relevant articles to the Vinal Newsletter by all members of the Vinal community.
- 2.7 Maintain copies of current MA Curriculum Frameworks and Norwell's Curriculum documents in the Parent Resource Center.
- 2.8 Continue to include S.I.C. information in the Vinal newsletter.
- 2.9 Continue to encourage hosting grade level parent attendance at the whole-school community meetings.
- 2.10 Monthly review of suggestion box topics.
- 2.11 Conduct yearly review of allergy protocols via the newsletter and other communications.

## **REINFORCING CORE VALUES**

- 3.1.1 Continue to educate students, staff, parents regarding "The Responsive Classroom."
  - Allot time at staff meetings
  - Continue to offer evening presentation for parents by staff
  - Update flyer for parents
  - Include Core Value overview at Kindergarten Parent Orientation
  - Continue to update binder for staff
- 3.2 Review role and make up of Student Advisory Council at the beginning of the year.
- 3.3 Continue to embrace diversity through assemblies, programs and classroom opportunities.
- 3.4 Maintain no tolerance policy towards bullying.
- 3.5 Investigate ways to give students recess options with PTO assistance.
- 3.6 Continue our support of the "After School Enrichment Program" and the "Global Child" foreign language program.

- 3.7 Continue and expand the Community Helpers service program for Grade 5 students.
- 3.8 Continue use of fifth grade volunteer program – recycling, reading helpers, bus helpers. Investigate ways to expand this program.
- 3.9 Continue to encourage the Vinal School Buddy program – cross grade level classrooms working together.

## **COMMUNICATION**

- 4.1 Maintain Teacher Assistance Teams (T.A.T.)
- 4.2 Maintain weekly newsletters, web pages, etc.
- 4.3 Provide parents/staff with a letter detailing S.I.C.'s accomplishments.
- 4.4 Address S.I.C.'s Role at Curriculum Night.
- 4.5 Include monthly information in Vinal Newsletter updating parents of S.I.C.'s workings. Designate a S.I.C. member to be responsible for communication.
- 4.6 Maintain a Vinal S.I.C. Bulletin board.
- 4.7 Maintain and publicize a Professional Library for staff.
- 4.8 Maintain Principal "Open Door Policy."
- 4.9 Maintain the S.I.C. link on Vinal Website.
- 4.10 Continue to implement The Connect Ed system to communicate efficiently with parents.
- 4.11 Continue a parent email system by P.T.O. and work towards creating a school email system for school-home communication.
- 4.12 Investigate formation of e-mail system for notice tracking with P.T.O. assistance.
- 4.13 Encourage use of classroom newsletters via email.
- 4.14 Maintain a "Welcome Board" which communicates weekly events. Continue bulletin board that includes pictures of staff members and new students.
- 4.15 Enhance packet for new parents (new to Norwell and school) including "Buddy System" for new parents.
- 4.16 Promote newspaper publication of school events to maintain community outreach.
- 4.17 Continue Kindergarten Orientation activities to welcome families and make for a smooth entry.

## **SAFETY**

- 5.1 Continue "Thumbs Up For Safety" program for bus students.
- 5.2 Maintain current traffic patterns with periodic safety reminders.
- 5.3 Continue to follow established school-wide expectations for cafeteria and playground using Responsive Classroom guiding principles.
- 5.4 Continue to replenish worn out playground equipment with assistance of P.T.O.
- 5.5 Continue security policy of all doors except main entrance locked and alarmed during school hours. All visitors must sign in and wear a visitor badge.
- 5.6 Work with SSEC to ensure use of identification badges for itinerant personnel.
- 5.7 Update and review allergy protocol for cafeteria and classrooms.
- 5.8 Review and update town-wide Crisis Response Manual in relation to Vinal School needs.

- 5.9 Continue to meet regularly with the Vinal School Crisis Team to review established policies.
- 5.10 Continue practice of safety drills including school and bus evacuation, lockdown, and severe weather.



