

Sandown Central School

School Action Plan

2014-2015



Douglas E. Rolph Principal
Mary Youngblood Literacy Specialist
Kathryn Bruce Teacher
Nancy Magee Teacher
Kami Douglas Teacher
David Ciarla Technology /Enrichment Teacher
Barbara Robinson Paraprofessional

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Mission Statement

The mission of Sandown Central School is to inspire learning in all students by providing challenging opportunities that emphasize high standards, continuous improvement, personal responsibility and accountability for academic success, and respect for self and others.

Principal's Message

At Sandown Central School, our mission is for all students to achieve their greatest potential. We strive to inspire learning by providing challenging opportunities that emphasize high quality research and educational best practices. We encourage personal responsibility and accountability for academic success, and seek continuous improvement and growth for all learners. In order to achieve and maintain our goals and expectations in our mission, the School Leadership Team, through a collaborative process, has created a school wide action plan with specific goals and accountability demands to ensure our students reach their maximum potential. Education is everyone's responsibility. With collaboration, continuous focus, reflection, assessment, and professional development, we will maintain our high expectations and improve academic achievement.

With the onset of the Common Core Standards, it became apparent that our primary goal would be to increase staff knowledge of these standards, which will ultimately guide and support instructional practices in the classroom, and allow students to become proficient in the standards. This goal will be a long standing goal that will require extensive professional development to implement effectively. During the extended period of professional development, we will collaborate with Sandown North to become more skillful in the progression of the learning standards across the grades. This greater understanding of the learning progressions within the grades will create a common language.

In reviewing assessment data and discussing student growth at Professional Learning Committee Team meetings, Target Team meetings, and staff meetings, it became apparent that we need to extend and refine our Response to Instruction focus on reteaching mathematics to improve student achievement. It will also be necessary to increase the time scheduled for reteaching mathematical skills, and to utilize pre-testing and post-testing to ensure the instruction is informed and focused and the transfer of learning has occurred.

Sandown Central seeks continuous improvement and growth for all learners. With the creation of a school data management team, we will involve students more in reflecting on their individual progress, and monitoring this progress throughout the school year.

In order for Sandown Central School to achieve its mission, we will be required to maintain a constant focus on these goals. These objectives will be posted and guide our meetings and professional development. We will continually reflect on the attainment of these goals. The achievement and success of our students is everyone's responsibility.

Action Plan

A. Assessment of Plan

Assessment of plan will be completed in 2014

B. Goal Statements

Goal #1 – (Common Elementary Goal) Guided Reading: In order to improve reading scores and increase student engagement, Sandown Central School will provide guided reading training to all classroom teachers and interventionists. Teachers will make informed instructional decisions to ensure that students are appropriately matched to engaging text and grouped effectively according to their instructional reading levels for support.

Action Steps/Monitoring Plan

Step#	Strategies/Activities	Timeline	Team/Person Responsible
1	Materials received (stamped and inventoried) for all grade levels 4-5	September , 2014	Literacy Specialist
2	Training will be provided for all teachers throughout the year during district staff meetings/ early Release days/ PD Days.	PD-Days in December 11 th & January 20 th , ER April 24 th , & Staff meetings TBA	Building Administration, Literacy Specialists
3	Create a system for checking out and checking in all leveled library resources.	October 2014	Literacy Specialist
4	Scheduling support staff to train in the basics of Guided reading and small group instruction	March - June	School Administration, literacy specialist
5	Creation of walk-throughs/ instructional rounds form that can be used by administration to review the implementation process at Sandown Central School.	Created by March 2015	School Administration Literacy Specialist
6	Use the tripod data to begin brainstorming and creating ways to engage students in reading activities	November 2014 March 2015 during staff meeting	Sandown Central Staff

7	Begin utilizing the new walk through/ instructional rounds forms during guided reading times at all grade levels.	Spring 2015	School & District Administration
8	Review STAR data to establish the instructional reading levels of all students	May/June 2015	School Administration, Literacy Specialist, classroom teachers and special education teachers.

Goal #2 – (Common Elementary Goal) STAR assessment: Sandown Central will implement Renaissance Learning STAR Assessments for universal screening and progress monitoring during the 2014-15 school year. These assessments will provide actionable data related to the impact of curriculum, program, and pedagogy. In addition, STAR data will be used to monitor growth, group students for instruction and to assess the effectiveness of interventions.

Action Steps/Monitoring Plan

Step#	Strategies/Activities	Timeline	Team/Person Responsible
1	Star Champions participate in orientation with the Renaissance Coach to review all aspects of administrating the assessment	August 28 th	Champions and school administration
2	Assessments are assigned	Before September 8 th	Champions
3	STAR Assessment is administered to all students 4-5	September 8-19 th	Classroom Teacher/ Literacy Specialist/Administration
4	Champions attend training to understand reporting options	September 22 nd & 23 rd	Champions
5	Entire Professional staff will be trained in accessing report data and data analysis protocol	September 29 th	Champions
6	Data from STAR Assessment will be shared/discussed at PLC and grade level teachers will implement a plan using Tier times based on their class/grade level data.	Weeks of September 29 th and October 6 th	Champions & A- Team Committee
7	A-Team will work with the Champions to review data for school wide patterns	October 9 th meeting	Classroom teachers/PLC
8	Progress monitoring struggling students using our new progress monitoring and	By the end of November,	Classroom Teachers

Step#	Strategies/Activities	Timeline	Team/Person Responsible
	data management system.	January, March	
9	Mid- Year Assessments given to all students 4-5	January 5 th - 16 th	Champions & Classroom Teachers
10	End-of- year Assessment given to all students 4-5	May 11 th -21 st	Champions & Classroom Teachers
11	Review of the end-of- year assessments will be done to evaluate the success of Action Plan Goals #1 & 2.	May 2015	Champions & Grade level PLC Teams
12	School wide Action Plan Goals will be revised based upon grade level PLC discussions	May 22 nd or June 1 st staff meeting	Entire Professional Staff

Goal #3 – *In an effort to promote a captivating learning environment, We will create stimulating units of study and lessons that are varied, creative, interactive, utilize technology, and provide relevant learning response options. Success will be measured by a 10% increase in the captivation category results of the next Tripod Survey. (New goal)*

Action Steps/Monitoring Plan

Step#	Strategies/Activities	Timeline	Team/Person Responsible
1	Provide relevant student response options to demonstrate learning.	By November 2015	Staff
2	Support students in the development and progression of collaborative interactive work.	By Fall 2015	Principal
3	Provide instruction and direction with a variety of technology tools for creation and presentation.	By Fall 2015	Leadership Team
4	Educators will create and assess student learning with rubrics.	By Fall 2015	Staff
5	Educators will provide choice and options within the curriculum for learning	By Fall 2015	Staff

Goal #4 –*Our goal is to improve student performance as measured by an increased amount of students meeting their suggested growth percentile on STAR assessments.*

Action Steps/Monitoring Plan

Step#	Strategies/Activities	Timeline	Team/Person Responsible
1	Identify and create a data team that will assist in the data collection, management and response to the data.	By November 2013	Principal
2	Develop a system to collect, share, and manage and respond to data.	By November 2013	Data Team
3	The leadership team will support teachers in creating structures that encourage students to develop a “growth mindset” set learning goals assume responsibility, and acquire motivation and investment in their progress.	By November 2015	Leadership Team/ Educators.
4	Formative data will be collected on the progress of the students.	By November 2015	Leadership Team/ Educators
5			

c Related Professional Development

Dates	Topic Description	Grade(s)	Times(s)	Location	Facilitator	Goal # (if applicable)

Leadership Team Members

School: *Sandown Central School*

Chair/Principal:

Douglas.Rolph@timberlane.net

Teachers:

Mary.Youngblood@timberlane.net

Kami.Douglas@timberlane.net

Kathryn.Bruce@timberlane.net

Nancy.Magee@timberlane.net

David.Ciarla@timberlane.net

Barbara.Robinson@timberlane.net

Parent Group Reps (if applicable): *Heidi Chaput -PTA*

Staff: **See Website for listing of all Sandown Central Staff**

Assessment Team: *Douglas E. Rolph*

Mary Youngblood

Kathryn Bruce

Nancy Magee

Kami Douglas

David Ciarla

Barbara Robinson

School Site Assessment

MATHEMATICS:

District – Summative – NECAP grades 4-5

Tier I- EM End of Unit Test grades 4-5

EM Mid- Year Test grades 4-5

EM End of Year Test grades 4-5

Tier II- Number knowledge baseline grades 4-5

Number Worlds (placement, exit, end of unit) grades 4-5

Tier III- Enrichment SAGES/grades 4-5

Enrichment TOMAGS/grades 4-5

WRITING:

District Summative- NECAP grade 5

Tier I- Reading Street End of Unit Open response grades 4-5

Reading Street end of Units Writing Prompts (scored utilizing 6 Traits rubric) Gr. 4-5/ Smarter Balance. Lexia learning

READING:

District Summative – NECAP grades 3-5

DIBELS Next 3 times a year on all students in fall, on designated students in winter and spring

Tier I- Reading Street End of unit grades 4-5

Reading Street End of year grades 4-5

Weekly Spelling tests grades 4-5

Weekly vocabulary grades 4-5

Tier II- Words Their Way Spelling Inventory grades 4-5

QRI (Whole to Part) grades 4-5

Spellography K-5

Running Records grades 4-5

Wilson Just Words grades 4-5

Tier III- Reading Street My Sidewalks grades 4-5

Reading milestones grades 4-5

The WADE (Wilson) grades 4-5

LIPS Grades 4-5

Visualizing & Verbalizing grades 4-5

Enrichment: SAGES grades 4-5

Running Records grades 4-5

DIBELS Next grades 4-5

Wilson Just Words grade 4-5

Submission Page

Submitted By: *Douglas Rolph, Mary Youngblood, Kathryn Bruce, Nancy Magee, David Ciarla, Barbara Robinson*

Appendix

A. School Security and Safety Plan

The Sandown Central School Crisis/ Safety Committee convene monthly, and as needed to respond to major incidents and events. The committee continually reviews safety procedures and protocols. The greater community (police, fire, parents, and the Timberlane Regional School District is involved as needed. Sandown Central practices safety drills and evacuations throughout the school year. The committee debriefs immediately following any drill, incident, and /or evacuation. Modifications and changes are made as needed based on input from committee members. All pertinent information is communicated to Sandown Central staff and /or the community in a timely fashion.

**Please see supporting documentation.*

Supporting documentation may be found by following the link below:

<\\Apollo.timberlane.net\staffonly\actionplan>