

LANESBOROUGH ELEMENTARY SCHOOL

SCHOOL IMPROVEMENT PLAN

9/08 – 6/09

Lanesborough Elementary School Council:

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Class sizes for the 2008 – 2009 school year are currently between 15 and 22 students with the average class size in grades kindergarten through 3rd grade at 18 students and 4th through 6th grade averaging 19 students per class. Actual class numbers are as follows:

- Pre k –28 students
- Kindergarten – 34 students
- 1st Grade – 30 students
- 2nd Grade – 42 students
- 3rd Grade – 37 students
- 4th Grade – 42 students
- 5th Grade – 32 students
- 6th Grade – 39 students

While there is no current stated policy as to acceptable class sizes (other than pre kindergarten at no more than 15 students per session) all attempts are being made to have class sizes between 16 and 21 students. Instructional grouping is based on the needs of the students with those needing additional supports having some of their instruction provided in groups of between 3 and 8 students with one teacher/tutor/ or Educational Support Person (ESP). We recognize that ideally the greater teacher/pupil ratio should be in the early elementary years as students are learning the basic skills in reading and math. There are ESPs utilized at each grade level. Below is a breakdown of the number of ESPs, tutors, and reading teachers in each grade level present during core subject instruction.

- Pre K – Both a.m. and p.m. have a full time ESP with the p.m. session having an additional 1:1 ESP
- Kindergarten – Each class has one full time ESP – one K class has a 1:1 ESP
- 1st Grade – One full time ESP shared between the classes and one class has a 1:1 ESP
- 2nd Grade – One full time ESP shared between the classes
- 3rd Grade – One full time ESP shared between the classes
- Special education ESP working with 1st – 3rd grade students
- Reading teacher provides instruction to identified students in grades K – 3rd
- 4th Grade – Two 1:1 ESP
- 5th Grade – One 1:1 ESP
- 6th Grade
- One full time and one part time ESP work with students in grades 4th – 6th
- Math tutor provides instruction to identified students in grades 4th – 6th

In addition to the above staff members we have 2 special education teachers working with students on IEPs . One teacher serves students in grades K – 3rd while the other works with students 4th – 6th grades.

Lanesborough Elementary School Improvement Plan: 1/08 – 6/09

Strategic Goal #1: Student Achievement: Construct and implement an approach to curriculum, instruction, and assessment practices that ensures all students meet clearly defined high academic standards.

Objective 1: Increase student proficiency in Mathematics

Objective 2: Increase student proficiency in English Language Arts

Strategic Goal #2: Provide a safe and orderly school that supports all school community members

Strategic Goal #3: Enhancement of parental involvement in the life of the school

Strategic Goal #4: To explore ways to improve communication to staff and parents

Strategic Goal #5: Student Outreach:

Objective 1: Improve and increase after-school programs

Objective 2: Expand and improve transition from Lanesborough Elementary to MGRHS

Strategic Goal #1 : Construct and implement an approach to curriculum, instruction, and assessment practices that ensures all students meet clearly defined high academic standards.

Objective 1: Increase student proficiency in mathematics

Action steps	Person(s) Responsible	Indicators of Accomplishment	Resources Needed	Status as of 11/15/08
Refine data analysis at the grade level to more accurately define program strengths and needs.	Principal School Council Teachers	Presentation of state testing data and academic indicators in more useful format	Curriculum assessment data	11/7 PD day - looked at MCAS data through the Testwiz program
Professional development regarding methods of teaching approaches to open response questions.	Title I Tutor Principal Teachers	More teachers trained in these methods. Improved MCAS scores.	Increase funding for Title I services	10/10 PD Collins Training with classroom demonstration on 10/30
Provide parents with ongoing content specific support strategies to build mathematical proficiency in their children.	Title I Tutor Teachers	Increased information from teachers to parents regarding math content. Increased parental involvement with math homework.	Funding for Title I Tutor to develop parent dictionary of current math vocabulary.	In development
Provide parents with ongoing content specific support strategies to build mathematical proficiency in their children.	Title I Tutor Teachers	Increased information from teachers to parents regarding math content. Increased parental support with math homework.	Funding for Title I Tutor to develop parent dictionary of current math vocabulary.	Ongoing

Objective 2: Increase student proficiency in English Language Arts (ELA)

Action steps	Person(s) Responsible	Indicators of Accomplishment	Resources Needed	Status as of 11/15/08
Provide students with systematic and explicit instruction in the five areas of reading: phonemic awareness, phonics, vocabulary, comprehension, and fluency.	Teachers Reading teacher	DIBELS scores will reflect this instruction. Improved MCAS scores	Funding for Dynamic Indicators of Benchmark Early Literacy Skills (DIBELS) administration	Professional Development for all staff in Jan. '08
Teachers look at data and use it to flexibly group students appropriately	Teachers Reading teacher	Monthly grade level meetings with data available. Modifications of groups as necessary	Reinstitution of funding for substitute classroom coverage	On hold pending funding
Identify Tier I, Tier II, and Tier III interventions and provide professional development in these areas.	Principal ELA committee	Variety of interventions used with students of varying abilities.	Funding for purchase of intervention programs and professional development.	Jill Pompeii will begin in December '08 consulting in the lower grades
Refine data analysis at the grade level to more accurately define program strengths and needs.	Principal School Council Teachers	Presentation of state testing data and academic indicators in more useful format	Curriculum assessment data	Testwiz is available to all teachers
Build consistency in writing curriculum and grade level outcomes.	ELA committee	Improved writing performance	Funding for writing curriculum and/or professional development	Collins Writing Training has and is being provided for all staff
Professional development regarding methods of teaching approaches to open response questions.	ELA committee Principal Teachers	More teachers trained in these methods. Improved MCAS scores.	Increase funding for professional development	Collins Writing

Strategic Goal #2: Provide a safe and orderly school that supports all school community members

Action steps	Person(s) Responsible	Indicators of Accomplishment	Resources Needed	Status as of 11/15/08
Implement School-wide Information System (SWIS)	Principal SAC Faculty ESP	Initially an increase of office referrals Information used at team meetings, child studies, and other student intervention programs	Computer availability Training for a limited number of staff to access the system	In place and being used since 9/08
School wide discipline plan initiated	Principal SAC	Decrease in office referrals Consistency in expectations	Faculty support	Positive support committee established Reflection forms used Monthly goal setting meetings
Administrators and School Council will work with the Lanesborough Emergency Services to create a binder and wall poster of procedures for crisis situations.	Principal School Council Police Dept. Fire Dept.	Completed binder with a copy available to all departments	Printing and laminating Binders	Currently updating the Crisis Manual
Initiate a task force to explore issues related to improving the social tone, physical space, and supervision during recess.	Principal, SAC Teacher Rep. ESP Rep Parent Rep	Development of a plan to decrease the number of problems reported during recess times.	Outdoor equipment Additional adults during recess time	Games All Kids Should Know - whole school activity Increase in available equipment

Strategic Goal #3: Enhancement of parental involvement in the life of the school

Action steps	Person(s) Responsible	Indicators of Accomplishment	Resources Needed	Status as of 11/15/08
4 monthly parent meetings will be held to discuss pertinent issues for elementary parents.	Principal	4 scheduled meetings throughout the year	Parent time	Oct 16 – Reflection procedure explained Oct. 21 – School lock down explained
A minimum of three Title I family events will be held throughout the year	Title I Tutor	3 events scheduled	Stipend to pay tutor Any necessary materials for a given event	Pajama Reading Night scheduled for Dec. 8th
Monthly calendar with important information and bi-monthly newsletters will continue to be sent home with each child in the school with ample notice for all scheduled events.	Principal Teachers	Calendars and newsletters are available to all families and parents are notified at least 2 weeks prior (whenever possible) to events their child will be participating in	Webpage Tech support	Calendar and newsletters are posted on the webpage
Teachers will continue to invite families into the classroom periodically, including them in activities and presentations	Principal Teachers	Each grade level will submit to principal at least one event that they will be inviting parents to in a given year	Parent time	Ongoing

Strategic Goal #4: To explore ways to improve communication to staff and parents

Action steps	Person(s) Responsible	Indicators of Accomplishment	Resources Needed	Status as of 11/15/08
Look at ways to cut down on the amount of paper documents sent home by making better use of the website to post newsletters, handbooks, etc.	Computer teacher Teachers Principal	Improved and current website	Funding for professional development to train teachers to use website.	Handbook and newsletters are posted on the webpage
Investigate computer software that would provide e-mail as well as information about assignments and grades.	Principal Technology committee	Improved electronic communication	Information about various software options Computers for teachers to access regularly	On going
Technology in-service training will provide faculty with the ability to create web pages in order to better communicate with parents.	Computer teacher Principal	Completed web pages Regularly updated web pages	Computers available for all faculty	Presently the webpage is being updated to become more user friendly Principal is updating the opening page of the website on a monthly basis

Strategic Goal #5: Student Outreach

Objective 1: Improve and increase after-school programs

Action steps	Person(s) Responsible	Indicators of Accomplishment	Resources Needed	Status as of 11/15/08
Before and/or after school math help	Teachers	Improvement in student math scores	Funding for teacher time	Homework help program being piloted in 6 th grade
Investigate the possibility of offering a Breakfast Reading Club for children in grades K-6.	Principal School Council	Plan developed for Reading Club	Breakfast, books, people, weekly fee	
Investigate a general after school homework support program	Community volunteers Principal	Homework help available after school.	Community business partnership	
Explore additional after-school activities.	PTO, LIFE committee, School Council, Staff	List of ideas generated	Committee	

Objective 2: Expand and improve transition from Lanesborough Elementary to MGRHS.

Action steps	Person(s) Responsible	Indicators of Accomplishment	Resources Needed	Status as of 11/1/08
Explore possibility of regular early release day for professional development. Work to schedule in such a way as to allow increased collaboration with Williamstown and Hancock faculty.	School Council Superintendent Principal	Information gathered about impact of scheduling change on all parties involved.	Informal and formal surveys conducted by school council	
Increase ongoing contact between teachers and students at LES and Williamstown Elementary to increase curriculum coordination.	Principals Teachers Community Members	Increased number of activities across school systems.	Release time Transportation costs	6 th Grade Reading program had students meet 3x's during the '07-'08 school year Formation of a 4 district wide committee comprised of school personnel and community members
Increase ongoing contact between 6 th grade teachers at LES and 7 th grade MGRHS faculty.	Principals Sixth grade teachers	Increased number of activities across school systems.	Release time Transportation costs	Math and English teachers are meeting as well as the science teachers