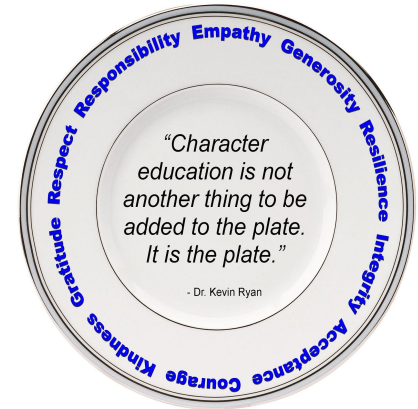




MILL POND SCHOOL SCHOOL IMPROVEMENT PLAN 2017-2018



The Mill Pond School Council is pleased to present our 2017-2018 School Improvement Plan which aligns to the district's Long Range Strategic Plan goals.

2016-2017 Mill Pond School Council

Chris Farmer	Community Representative
Firdose Chandavakar	Parent Representative
Lisa Edinberg	Parent Representative
Elyssa Pellish	Parent Representative
Kristen Vincent	Parent Representative
Anne DiBona	Teacher Representative
Phil Ferranti	Teacher Representative
Robyn Lawyer	Teacher Representative
Kristen Robertson	Teacher Representative
Jeff Slomski	Assistant Principal
Suzanne Kenny	Principal

This plan includes the following sections:

- ❖ Goals and Action Steps for the Following Areas:
 - Teaching and Learning
 - Student Support and Engagement
 - Family, Community, Faculty Connections, & Values
 - Facilities
 - Communication, Management and Organization

Mill Pond Goal # 1: Teaching and Learning

Refine curriculum, instruction, and assessment, along with the professional development that supports teachers’ instructional strategies, assessment skills, and content knowledge to improve student performance.

Action Steps	New or Continuation	Facilitator(s)
CURRICULUM AND INSTRUCTION		
Pilot use of Makerspace in the Library/Media Center to include STEAM opportunities, coding, robotics, etc.	new	Assistant Superintendent, Principal, Assistant Principals, Librarian, and Instructional Technology Teacher
Implement use of a “Flexible Group Space” for student project work	new	Assistant Principals, Librarian, Instructional Technology Teacher, Instructional Staff
Expand pilot of Lucy Calkins Units of Study for Writing in ELA	new/continuation	Assistant Superintendent, Principal, Assistant Principals, ELA Curriculum Coordinator, Instructional Staff
Implement, refine, and assess revised scope and sequence for grade 6 math.	continuation	Assistant Superintendent, Principal, Assistant Principals, Math Curriculum Coordinators, Team Leaders, Instructional Staff
Expand co-teaching model for instruction of English Language Learners (ELLS)	continuation	Assistant Superintendent, Principal, Assistant Principals, ESL Coordinator, Team Leaders, ESL Staff
Transition leadership of the MPS Tech Team to the Instructional Technology Specialist and Building Technology Specialist	continuation	Principal, Instructional Technology Specialist, Building Technology Specialist
Refine and expand units of Project-Based Learning (PBL) that integrate content areas, technology, and student-centered learning.	continuation	Assistant Superintendent, Principal, Assistant Principals, Instructional Staff
<p><u>Refinement of 1617 instructional initiatives:</u></p> <p><i>In Science</i>, expand and refine use of FOSS science units that incorporate (NGSS) Next Generation Science Standards.</p> <p><i>In Math</i>, expand and refine curriculum units by Eureka math that are aligned with the Common Core.</p> <p><i>In ELA</i>, expand and refine initial pilot of Lucy Calkins Units of Study in Writing</p> <p><i>With Technology</i>, extend and refine the effective integration of technology into instruction, learning, and assessment</p>	new/ continuation	Assistant Superintendent, Principal, Assistant Principals, Science Curriculum Coordinator, Math Curriculum Coordinator, Instructional Technology Teachers, Team Leaders, Instructional Staff

Expand integration of Wellness activities into the school day.	continuation	Superintendent, Principal, Assistant Principals, Wellness Coordinator, PE staff
a. Complete grades 4-6 continuum of Digital Citizenship lessons and technology units of study. Expand, refine and evaluate instruction in digital citizenship and digital literacy for staff, students, and families. b. Create training sessions in digital citizenship and digital literacy for staff, students, and families.	continuation	Assistant Superintendent, Technology Director, Principal, Assistant Principals, Instructional Technology Specialist, Building Technology Specialist, Instructional Staff
Assess the impact of the revised MPS schedule on service delivery and collaborative planning	new	Superintendent, Principal, Assistant Principals, Curriculum Coordinators, Staff
PROFESSIONAL DEVELOPMENT		
Create and provide options for staff choice, including paras, in professional development on topics such as Project-Based Learning, Effective Technology Integration, working with students with emotional/behavioral challenges, UDL, assessment, etc.	new/continuation	Assistant Superintendent, Principal, Assistant Principals, ELA, Science, Math and Technology Curriculum Coordinators
Provide professional development for continued work in: PBL Co-teaching Technology Integration	continuation	Assistant Superintendent, Principal, Assistant Principals, ESL Coordinator, Instructional Technology Staff, Instructional Staff
Provide professional development as needed for refinement of: Science instruction (FOSS units) Math instruction (Eureka) Lucy Calkins Writing Units of Study Technology integration	continuation	Assistant Superintendent, Principal, Assistant Principals, ELA, Science, Math and Technology Curriculum Coordinators
Provide staff with PD on aspects of Wellness for staff and students, including supporting students with social/emotional needs.	new/ continuation	Assistant Superintendent, Principal, Assistant Principals, Curriculum Coordinators, Wellness Director, Director of Special Education, Special Education & Wellness staff, Clinical Support Team
Provide opportunities for staff to share new learnings from PD.	new/ continuation	Assistant Superintendent, Principal, Assistant Principals, ELA, Science, Math and Technology Curriculum Coordinators

Mill Pond Goal # 2: Student Support and Engagement

Develop a plan that will address future student needs and ensure that effective programs are available to appropriately meet the needs of students.

Action Steps	New/ Continuation	Facilitator(s)
Pilot model of support for students with EDBD that allows flexibility of service from the EDBD Special Educator, and imbeds coaching for paras, teachers, and students in the model.	new	Director of Special Education, Principal, Assistant Principals, Special Education Coordinators, Guidance Counselors, Instructional Staff, Clinical Support Team
Explore and innovate technology-based tools for enhancing feedback to students and for effective progress monitoring.	new/continuation	Principal, Assistant Principals, Special Education Coordinators, Curriculum Coordinators, Instructional Staff, Administrative interns
Expand co-teaching model for instruction of English Language Learners (ELLS)	continuation	Assistant Superintendent, Principal, Assistant Principals, ESL Coordinator, Team Leaders, ESL Staff
Further refine our RTI process and speed the process for the identification and servicing of students who need supplemental intensive reading support and/or supplemental intensive math support through general education and measure progress/growth.	continuation	Principal, Assistant Principals, Special Education Coordinators, Guidance Counselors, Literacy Coordinator, Reading Specialists, Math Coordinator, Math+ Tutors, Instructional Staff, Administrative interns
Analyze progress of students who receive the spectrum of supports and determine which delivery models are most effective for students, with a particular focus on assessing co-taught ESL and Special Education classes.	continuation	ESL Coordinator, Principal, Assistant Principals, Special Education Coordinators, Guidance Counselors, Curriculum Coordinators, Instructional Staff
Explore and support expanded use of technology tools and specialized equipment to support students with special needs as well as all students in the general education setting.	continuation	Technology Director, Principal, Assistant Principal, Instructional Technology Specialists, Special Education Coordinators, Instructional Staff

Mill Pond Goal # 3: Family, Community, Faculty Connections, and Values

Foster a culture of cultural proficiency, connections among students, families and staff, and character education.

Action Steps	New/ Continuation	Facilitator(s)
Explore collaboration with Westborough TV for student productions with the addition of our Flexible Group Space and Makerspace	new	Technology Director, Principal, Assistant Principals, School and District Instructional Technology Specialists, Building Technology Specialist, Tech Squad, Librarian
Communicate to families about the new Curriculum Websites created by the Curriculum Coordinators	new	Assistant Superintendent, Principal, Assistant Principals, Curriculum Coordinators, Instructional Staff, MPPG
Expand our knowledge base of culturally proficient instructional practices and outreach to families.	continuation	Superintendent, Assistant Superintendent, Principal, Assistant Principals, ESL Coordinators, ESL Staff, Team Leaders, Instructional Staff, MPPG
<p><u>Outreach to families via technology:</u></p> <p>a. Refine our website to ensure that it informs and celebrates what we do every day.</p> <p>b. Explore and expand use of social media and technology to keep families and community informed and to celebrate positive school experiences</p>	continuation	Technology Director, Principal, Assistant Principals, School and District Instructional Technology Specialists, Building Technology Specialist, Secretaries, MPPG
Plan and implement wellness activities for staff and students.	continuation	Superintendent, Principal, Assistant Principals, Wellness Coordinator, PE staff
Provide training for parents in use of technology	continuation	Technology Director, Principal, Assistant Principals, School and District Instructional Technology Specialists, Building Technology Specialist, Tech Squad
Collaborate with MPPG to introduce workshops on topics of interest to parents.	continuation	Superintendent, Principal, MPPG officers
Implement activities and expand use of media designed to broaden outreach to diverse families, to celebrate the diversity of our school community, and to bring us closer together as a community	continuation	Principal, Assistant Principal, MPPG and MPS Diversity Council, staff
Create opportunities for staff to gather for professional and non-professional purposes, in order to help strengthen community bonds.	continuation	Principal, Assistant Principals, School Character Ed Committee Members, School Social Committee, Counselors
Implement a system for monthly alerts to staff about the resources that have been gathered to support Character Education and Key Values. Pilot having these alerts go home as well	continuation	Principal, Assistant Principal, School Character Ed Committee Members, School Counselors

Mill Pond Goal # 4: Facilities**Ensure that our school building meets the instructional needs of staff and students**

Action Steps		Facilitator(s)
Given rising enrollments and expanding program needs, create a draft plan for utilizing rooms and sharing space.	new	Principal, Assistant Principals, Team Leaders, Instructional staff
Implement use of a “Flexible Group Space” for student project work	new	Assistant Principals, Librarian, Instructional Technology Teacher, Instructional Staff
Finish re-design of library space to better accommodate learning groups, makerspace, and staff gatherings.	new	Principal, Assistant Principals, Librarian, Instructional Technology Teacher, Instructional Staff, Custodial Staff
Finish repairs of gym floor, doorways, etc.	continuation	Director of Buildings and Grounds, Principal, Director of Wellness, Custodial Staff
Complete expansion of the parking lot to ease parking crunch.	continuation	Superintendent, Director of Buildings & Grounds, Principal, Custodial Staff
Review existing capabilities and explore security system options for the school, including key cards, gates to close off gym from the rest of the building, and locks on doors to close off the auditorium from the rest of the building.	continuation	Director of Buildings and Grounds, Principal, Assistant Principals, Custodial Staff
Expand student participation and effectiveness of Grade 4 “Green Squad,” Grade 5 “Eco-Warriors” Grade 6 “Green Team”	continuation	Principal, Assistant Principals, Green Team Eco-Warriors and Green Squad Facilitators
Continue exploration of methods of reducing food waste, connected to donations to the food pantry.	continuation	Principal, Assistant Principals, Cafeteria Manager, Food Services Director, Instructional Staff, Students

Mill Pond Goal # 5: Communication**To maintain consistent and timely communication among the members of the Mill Pond School community**

Action Steps		Facilitator(s)
In response to parent feedback in the School Council survey, increase teacher communication to families about the curriculum.	continuation	Principal, Assistant Principals, Building Technology Specialist, Secretaries, Instructional Staff
Continue to refine current communication practices (Weekly Memo, Weekly News & Notes) and increase use of social media (ex: FB, Twitter) to facilitate communication and celebration of Mill Pond activities	continuation	Principal, Assistant Principals, Building Technology Specialist, Secretaries,, Instructional Staff
Increase collaboration with media/press in order to publicize news about Mill Pond, including utilizing WTV to showcase school events. Possible collaboration with MPPG representative.	continuation	WTV, Media Outlets, Principal, Assistant Principals, Building Technology Specialist, Secretaries
Annually assess School Culture via survey to staff, parents, and students and make recommendations based on findings.	continuation	Principal, School Council, MPS staff

On behalf of the Mill Pond School, we wish to express our gratitude for the tremendous support we receive from the Mill Pond Parent Group and the parent community of Mill Pond, the Westborough School Committee, The Westborough Public Schools Administration, and the greater Westborough community. We look forward to another year of learning, growth, caring, and laughter at Mill Pond.