

Manchester Essex Regional School District  
 2009 – 2010 Academic Year  
 District Improvement Plan  
 Approved by the School Committee, November 3, 2009

The Superintendent and the Administrative Team are responsible for ensuring that each goal is accomplished and that each goal is aligned with the District Improvement Plan, School Improvement Plans, and individual staff goals. The Superintendent and the Administrative Team will report to the School Committee and the community on the progress of each goal during the course of the academic year.

**Goal Category 1: Student Achievement**

*Develop and maintain programs and practices that ensure all students meet clearly defined high standards that result in continuous improved performance.*

Strategic Objectives:	Timeline:	Outcomes:
<p><b>ELEMENTARY</b></p> <p>1. Design, develop, and implement a standardized reporting system at the elementary level for students in grades K-5</p>	<p>September 2009– June 2010</p>	<ul style="list-style-type: none"> <li>• Design and development of kindergarten reporting system of portfolios and conferences will be communicated to families in October and begin in November</li> <li>• New reporting schedule for 1<sup>st</sup> – 5<sup>th</sup> grade will be communicated to families in October and implementation will begin in November 2009</li> <li>• New aligned report card currently under development and will be implemented on Dec 3<sup>rd</sup> 2009</li> </ul>
<p>2. Develop and implement interim formative reading and math assessments</p>	<p>September 2009 – June 2010</p>	<ul style="list-style-type: none"> <li>• Expanded use of interim formative math assessments in grades 1-5</li> <li>• Continued training of staff in the Fountas and Pinnell Benchmark Assessment System to provide assessment data to target instruction</li> <li>• Continue to align the administration/utilization of the assessment system between the two elementary schools</li> </ul>
<p>3. Institute phase one of vertical curriculum articulation system to address core curriculum areas beginning with science.</p>	<p>September 2009 – June 2010</p>	<ul style="list-style-type: none"> <li>• Staff will be assigned to K-12 curriculum teams in order to ensure cohesive curriculum mapping process. Science curriculum articulation K-12 to be completed by June 2010</li> </ul>

<p><b>MIDDLE SCHOOL</b> Focus on actively building student literacy skills for growth in student learning</p> <p>4. Focus on building literacy skills resulting in measurable growth in learning</p>	<p>September 2009 – June 2010</p>	<ul style="list-style-type: none"> <li>• Develop summer reading list for all students For multiple grade levels, multiple genres, targeted interests involving district and public librarians</li> <li>• Purchase books to build and expand YA selection in the MERHS library</li> <li>• Administer baseline assessments in reading and writing.</li> <li>• Develop writing prompts and rubrics at each grade level</li> <li>• Provide professional development in reading and writing programs (Wilson, Fontas and Pinnell, Nancy Atwell)</li> <li>• Development and implementation of Grade 6 Reading and Writing course supporting content curriculum</li> </ul>
<p>5. Continue to develop design/pre-engineering program for middle school – referencing STEM initiative and target ongoing instruction to standards identified in assessment analysis</p>	<p>September 2009 – June 2010</p>	<ul style="list-style-type: none"> <li>• Develop hands on learning activities aligned with science frameworks – design/engineering strand</li> <li>• Analyze middle school science curriculum to include pre-engineering activities</li> <li>• Provide professional development to teachers to address areas of student learning needs</li> <li>• Staff will be assigned to K-12 curriculum teams in order to ensure coherent curriculum articulation. Science curriculum program evaluation K-12 to be completed by June 2010</li> </ul>

<p><b>HIGH SCHOOL</b></p> <p>6. Implement from pilot project last year, the interdisciplinary model in history and English – Grade 9-12</p>	<p>September 2009-June 2010</p>	<ul style="list-style-type: none"> <li>• Curriculum map for Grades 9-12 aligning disciplines of English and history in interdisciplinary model</li> </ul>
<p>7. Investigate Global Studies interdisciplinary course addressing global education</p>	<p>September 2009-June 2010</p>	<ul style="list-style-type: none"> <li>• Options identified for new Global Studies course and new class(es) piloted for 2010-2011</li> </ul>
<p>8. Analyze post secondary choices and admission rates and make recommendations on strategies to increase student options</p>	<p>September 2009-June 2010</p>	<ul style="list-style-type: none"> <li>• Develop baseline set of data on the rate of acceptance of MERHS student to colleges to which they have applied</li> <li>• Develop recommendations to increase college acceptances and other options for post-secondary opportunities</li> </ul>

<p><b>DISTRICT</b></p> <p>9. Develop district wide content teams to analyze and focus action plans targeting vertical trend data</p>	<p>September 2009-June 2010</p>	<ul style="list-style-type: none"> <li>• Reports in common format to analyze and develop action plans to target instruction to improve learning and performance</li> <li>• Provide opportunity for district review by curriculum leaders of MCAS action plans</li> <li>• Develop district targets from action plans</li> </ul>
<p>10. Pilot curriculum review and revision cycle to evaluate academic program in the science discipline</p>	<p>September 2009-June 2010</p>	<ul style="list-style-type: none"> <li>• Develop curriculum review and revision protocol and pilot with science discipline and complete review by June 2010</li> </ul>

**Goal Category 2: Educator Quality**

*Attract and retain well-trained highly qualified teachers and administrators who are committed to enhancing student achievement and to continuous professional development. Provide clear expectations for performance with all teachers, administrators and staff.*

Strategic Objectives	Timeline:	Outcomes:
<p>1. Fully implement district-wide student achievement data goal evaluation model to improve student learning</p>	<ul style="list-style-type: none"> <li>• September 2009-June 2010</li> </ul>	<ul style="list-style-type: none"> <li>• Present training workshop for administrators and data coaches</li> <li>• Work with data coaches to set up study groups for teachers at each level</li> <li>• Develop Intranet resources for teachers to access</li> <li>• Provide ongoing support for administrators, data coaches, and teachers as needed</li> </ul>

2. Enhance Mentor/Induction Program with on-going professional development to address needs	September 2009 – June 2010	<ul style="list-style-type: none"> <li>Continued use of The Master Teacher professional development program: Four Pillars of Professional Learning: Leadership, Instructional Strategies, Assessment, and Professional Growth.</li> <li>Designate three days as follow-up for mentors and mentees to share experiences and participate in workshop sessions.</li> </ul>
4. Provide professional development in technology in identified target areas per staff survey administered last year	September 2009 – June 2010	<ul style="list-style-type: none"> <li>Provide training to all secondary staff in SMART board/Eno board</li> <li>Train all secondary staff in VM computer system</li> <li>Provide training and monitor development of teacher websites, school and district website</li> <li>Track use of new technologies and impact on student learning</li> </ul>

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**Goal Category 3: Communication**

*Develops a dynamic and comprehensive plan to ensure collaboration and partnership among the Manchester Essex District, its students and families, and the communities of Manchester and Essex.*

Strategic Objectives	Timeline:	Outcomes:
1. Develop model to utilize district website to provide timely information to parents and community	September 2009-June 2010	<ul style="list-style-type: none"> <li>Examine current needs and develop a model to address timely posting of information and process for editing and revising</li> <li>Provide training by vendor to those authorized to access and post</li> </ul>
2. Continue to use opportunities for school/home communication and establish guidelines for use	September 2009- June 2010	<ul style="list-style-type: none"> <li>Delineate expectations for use of current modes of communication- newsletters, website, list serves, Connect Ed</li> </ul>

<p>3. Expand community forums for communicating critical information - school construction site progress, budget planning, etc.</p>	<p>September 2009- June 2010</p>	<ul style="list-style-type: none"> <li>• Provide ongoing communication on topical issues</li> <li>• Utilize standing councils and committees for informational forums</li> </ul>
<p>4. Develop an annual calendar of School Committee topics and post on website</p>	<p>September 2009-June 2010</p>	<ul style="list-style-type: none"> <li>• Develop calendar for school committee topics, program reviews, budget schedule, etc.</li> <li>• Post on district website for school community and public</li> </ul>

**Goal Category 4: Fiscal Responsibility**

*Engage in an inclusive open budget process that is driven by the need to ensure student achievement while maximizing the value derived from available resources.*

<b>Strategic Objectives</b>	<b>Timeline:</b>	<b>Outcomes:</b>
<p>1. Develop FY11 budget to fund support of educational priorities respectful of capacity of communities to fund</p>	<p>September 2009-June 2010</p>	<ul style="list-style-type: none"> <li>• Development of a collaborative process including: School Committee, Superintendent, Administrative Council, and School Improvement Councils</li> <li>• Review of potential efficiencies and optimization of programs to reduce costs</li> <li>• Budget document reflective of educational priorities</li> </ul>
<p>2. Work with Enrichment Fund Committee to identify and develop fund raising suggestions and to address district priorities to enhance opportunities for student learning</p>	<p>September 2009 – June 2010</p>	<ul style="list-style-type: none"> <li>• Update prioritized list for enrichment funding aligned with improvement plans to enhance student learning opportunities</li> </ul>
<p>3. Continue to develop 5 year Strategic Plan to replace annual district improvement plan</p>	<p>September 2009 – June 2010</p>	<ul style="list-style-type: none"> <li>• Reconvene task force</li> <li>• Review focus group data</li> <li>• Constitute subcommittees to develop goals and objectives for each goal 2010/11-2015/16</li> </ul>
<p>5. Update 5 Year Capital Plan</p>	<p>September 2009 – June 2010</p>	<ul style="list-style-type: none"> <li>• Updated plan with focus on elementary facilities and prioritized plan to address capital needs</li> </ul>

