

**MERSD School Improvement Plan**  
**Manchester Memorial Elementary School**

**2022-2024**



*Every student is at the center of decision-making.*

**District Strategic Initiative 1 (DSI:1)**

**Establish and foster an authentic Pre-K-12 learning environment.**

1. *Conduct external elementary school level assessments of current practice inclusive of authentic learning self-study. [Student Centered, Student Achievement]*
2. *Define “student centered authentic learning” and develop internal needs assessments for secondary level schools. [Student Centered, Student Achievement]*
3. *Map and deliver a developmentally differentiated professional development plan informed by the outcomes of school-based assessments.*
4. *Strengthen traditional academic program practices to ensure horizontal and vertical articulation. [Student Centered, Student Achievement]*
5. *Develop community partners to provide opportunities for students to connect learning to real-life application. [Family and Community Partnership]*
6. *Prioritize and support programming to promote creativity, innovation, and the arts. [Student Centered, Family Community Partnership]*

School Goals	Resources & Responsibilities	Deliverables (what & when) Measures of Implementation Documentation
MMES will engage in the NEASC Elementary Accreditation process, along with EES, to identify strengths and weaknesses in the area of Authentic Learning <i>DSI 1.1, 1.2, 1.3, 1.4</i> *	<ul style="list-style-type: none"> <li>● MMES Principal</li> <li>● MMES Staff</li> </ul>	<ul style="list-style-type: none"> <li>● NEASC Process initiated by May 23</li> <li>● NEASC Process Commences Sep 23-Jun 24</li> <li>● NEASC Report - Jun 24</li> </ul>
MMES will conduct a school-level assessment of existing student-centered authentic learning experiences <i>DSI 1.1, 1.2 &amp; 1.5</i>	<ul style="list-style-type: none"> <li>● MMES Principal</li> <li>● Director of Curriculum, Instruction and Technology</li> <li>● MERSD CLT Team</li> <li>● MMES Teachers</li> </ul>	<ul style="list-style-type: none"> <li>● Common definition of authentic learning developed and distributed-June 2023</li> <li>● Record of identified authentic learning experiences by grade level-June 2024</li> </ul>

MMES will work collaboratively with district staff and EES staff to design a shared MERSD Elementary

Multi-Tiered System of Support “MTSS” model  
*DSI 1.3, 1.4 \**

- MMES Principal
- i-Ready Platform/Subscription
- Director of Curriculum, Instruction, and Technology
- MERSD MTSS Team
- MERSD MTSS Handbook – Nov 22
- i-Ready Implementation as Universal Screener - Jun 22
- MMES Fall/Winter/Spring i-Ready data – Sep 22, January 2023, May 23
- i-Ready Trainings - Aug-Nov 22
- MMES intervention staff transitioned to district-based assignment and will be deployed to each elementary school based on where the student need exists - Sep 22 - Jun23
- MTSS staff schedules aligned to student need across the district – Sep 22, Jan 23

MMES will explore and experiment with personalized learning activities in the i-Ready program *DSI 1.4 \**

- MMES Principal
- Director of Curriculum, Instruction, and Technology
- MERSD MTSS Team
- MMES Teachers
- i-Ready Platform/Subscription
- i-Ready training agenda – Sep-Nov 22
- i-Ready lessons implemented in K-5 classrooms – Jun 23
- i-Ready Trainings - Aug-Nov 22

MMES staff will engage in curriculum journaling, alongside our EES counterparts, to document and evaluate the elementary curriculum program in science and history/social science to ensure alignment with current DESE standards *DSI 1.3, 1.4 \**

- MMES Principal
- Director of Curriculum, Instruction, and Technology
- MERSD Curriculum journal/map templates
- MMES Teachers
- MERSD Curriculum Review Cycle
- DESE Standards Templates
- Science Curriculum Journals/Maps – Jun 23
- History/Social Science Curriculum Journals/Maps - Jun 24

MMES will collaborate with MMES to transition to a shared team building experience for our grade 5 students and families. *DSI 1.7 \**

- MMES Principal
- MMES G5 Teachers
- MERSD Elementary Musical Director
- MMES General Music Teacher
- MERSD Elementary Musical Promotional Materials -Mar 23
- “Transition Week” Schedule

MMES staff, together with their district peers, will explore and implement elements of Project Adventure to further authentic learning experiences as well as our social emotional initiatives. <i>DSI 1.1, 1.2, &amp; 1.5 *</i>	<ul style="list-style-type: none"> <li>● MMES Principal</li> <li>● MERSD School Building Committee</li> <li>● <i>Project Adventure</i> Curriculum materials and low/high elements</li> </ul>	<ul style="list-style-type: none"> <li>● <i>Project Adventure</i> Training - Sep 22, Oct 22</li> <li>● <i>Project Adventure</i> Curriculum implemented K-5 in PE/Wellness - Jun 23</li> <li>● <i>Project Adventure</i> Curriculum implemented K-5 in classrooms, therapies, specialized programs, etc.- Jun 24</li> </ul>
MMES will expand its partnerships with local, community organizations. <i>DSI 1.5 *</i>	<ul style="list-style-type: none"> <li>● MMES Principal</li> <li>● MERSD SRO</li> <li>● MMES Teachers</li> </ul>	<ul style="list-style-type: none"> <li>● New SRO Schedule – Sep-Jun 23</li> <li>● Farm Truck Pilot Promotional Material – Oct 22-Jun 23</li> <li>● <i>Change is Simple</i> Presentation – Jan 23</li> </ul>
MMES will collaborate to develop a consistent, evidence-based approach to family conferences. <i>DSI 1.2</i>	<ul style="list-style-type: none"> <li>● Director of Curriculum, Instruction, and Technology</li> <li>● Curriculum Leader Team (CLT)</li> <li>● MMES Principal</li> <li>● MMES Leadership Council</li> </ul>	<ul style="list-style-type: none"> <li>● FY 23-24 Calendar aligned to allow staff to use summative data points and work samples during Family Conferences - Jun 23</li> <li>● Evidence-based approach to family conferences implemented Nov/Dec 23</li> </ul>
MMES will build upon its “musical hub” concept to include musical performances as school and district events along with daily performances during arrival <i>DSI 1.6</i>	<ul style="list-style-type: none"> <li>● MMES Principal</li> </ul>	<ul style="list-style-type: none"> <li>● Musical Hub Schedule – Oct 22</li> </ul>

## Strategic Initiative 2

### **Integrate social emotional learning into all aspects of the school day.**

1. *Create a K-12 SEL Leadership model charged with training staff on ways to integrate a variety of strategies to help increase student availability for learning. [Student Achievement, Student Centered, Equity]*
2. *Create a Vertical SEL Team to support the implementation of SEL informed instruction. [Student Achievement, Student Centered]*
3. *Design an integration plan and rubric to use to measure effectiveness of SEL integration at the individual student and classroom level. [Student Achievement, Student Centered, Equity]*
4. *Involve families and the community in the SEL work that our staff and students are engaged in. [Family and Community Partnerships]*

School Goals	Resources & Responsibilities	Deliverables (what & when) Measures of Implementation Documentation
MMES will work with MERSD and EES staff to design the elementary portion of a K-12 SEL leadership model. This will include new positions (salaried or stipended), training, and curriculum development. <i>DSI 2.1, 2.2 *</i>	<ul style="list-style-type: none"> <li>● MMES Principal</li> <li>● Director of Curriculum, Instruction, and Technology</li> <li>● MERSD SEL Team</li> </ul>	<ul style="list-style-type: none"> <li>● Job description(s) written - Jan 23</li> <li>● Staff member(s) hired - Jun 23</li> <li>● Training Calendar Developed and Implemented - Jun 24</li> </ul>

<p>MMES staff will collaborate with EES staff to conduct a Summer Curriculum Project to develop a scope and sequence for the SEL block in grades K-5. This team will provide on-going professional development to our staff in this area throughout the year. <b>DSI 2.3</b> *</p>	<ul style="list-style-type: none"> <li>● MMES Principal</li> <li>● Director of Curriculum, Instruction, and Technology</li> <li>● MERSD SEL Team</li> <li>● MMES Teachers</li> </ul>	<ul style="list-style-type: none"> <li>● SEL Block Scope and Sequence – Jun 23</li> <li>● SEL PD by SEL Team- Staff Meeting Agendas – Jun 23</li> </ul>
<p>MMES will implement a Social-Emotional Learning (SEL) block in its daily schedule for K-5 classes. This time will be dedicated to movement breaks and delivering lessons/activities for students to learn more about SEL including lessons/activities from <i>RULER</i>, <i>Responsive Classroom</i>, and <i>Second Step</i>. <b>DSI 2.3</b> *</p>	<ul style="list-style-type: none"> <li>● MMES Principal</li> <li>● Director of Curriculum, Instruction, and Technology</li> <li>● MERSD SEL Team</li> <li>● MMES Teachers</li> <li>● <i>RULER</i> Lesson Plans, <i>Responsive Classroom</i> Materials, <i>Second Step Materials</i></li> </ul>	<ul style="list-style-type: none"> <li>● MERSD Elementary Master Schedule – Sep 23</li> <li>● Revised Elementary Master Schedule Implemented - Sep 24</li> </ul>
<p>Families will be engaged in the SEL work that our school is undertaking via regular newsletter and social media talking points for their children. <b>DSI 2.4</b></p>	<ul style="list-style-type: none"> <li>● MMES Principal</li> <li>● MERSD SEL Team</li> </ul>	<ul style="list-style-type: none"> <li>● Newsletter and email updates – Sep 22-Jun 24</li> </ul>
<p>MMES staff will work collaboratively across all grades and classes to create a school-wide charter – expressing how students want to feel at school and what their individual role is in achieving that for all. This is a concept that blends the <i>Ruler</i> “Charter” concept with the <i>Responsive Classroom</i> “Rules/Expectations.” <b>DSI 2.2*</b></p>	<ul style="list-style-type: none"> <li>● MMES Principal</li> <li>● MMES Teachers</li> <li>● MMES RC Trainer</li> </ul>	<ul style="list-style-type: none"> <li>● School-wide charter created, presented, and distributed/posted – Sep 22 - Jun 23</li> </ul>
<p>A MMES teacher will be trained as a trainer for the <i>Responsive Classroom</i> program. This teacher will provide on-going training to our staff in the delivery of this program. <b>DSI 2.3</b></p>	<ul style="list-style-type: none"> <li>● MMES Principal</li> <li>● MMES RC Trainer</li> </ul>	<ul style="list-style-type: none"> <li>● Staff Training – Staff Meeting Agendas – Sep 22-Jun 24</li> </ul>

### Strategic Initiative 3

**Celebrate and nurture an inclusive and diverse school culture that recognizes the contributions and uniqueness of all individuals.**

1. Identify and hire a consultant/coach to support the district in achieving cultural proficiency in the area of diversity, equity and inclusion. [Student Centered, Student Achievement, Equity, Family and Community Partnership, Resources]
2. Conduct a cultural proficiency, diversity, equity, and inclusion assessment. [Student Centered, Student Achievement, Equity, Family and Community Partnership, Resources]
3. Build on and expand inclusion and cultural competence training for staff and students.

School Goals	Resources & Responsibilities	Deliverables (what & when) Measures of Implementation Documentation
MMES will continue to audit its materials, communications, and curriculum materials to ensure that language, topics, and concepts reflect diverse perspectives, is current, and is inclusive. <b>DSI 3.2 *</b>	<ul style="list-style-type: none"> <li>● MMES Principal</li> <li>● MMES School Council</li> </ul>	<ul style="list-style-type: none"> <li>● Curriculum Update Suggestions presented at Curriculum Leaders Team (CLT) meeting - Sep 22-Jun 24</li> </ul>
MMES will fully re-introduce our “Understanding our Differences” model for grades 3-5 to educate children about different disabilities that exist in our world. <i>This was stopped during COVID.</i> <b>DSI 3.3:*</b>	<ul style="list-style-type: none"> <li>● MMES Principal</li> <li>● Director of Student Services</li> <li>● MMES Teachers</li> </ul>	<ul style="list-style-type: none"> <li>● Understanding our Differences Schedule - Nov 22-Jun 24</li> </ul>
MMES will train staff on the diverse characters that are integrated in our <i>Wonders</i> ELA curriculum materials. <b>DSI 3.3 *</b>	<ul style="list-style-type: none"> <li>● MMES Principal</li> <li>● Director of Curriculum, Instruction, and Technology</li> <li>● MMES Curriculum Leaders</li> </ul>	<ul style="list-style-type: none"> <li>● Staff Meeting Agenda - Sep 22 – Feb 23</li> </ul>
MMES will expand its inclusion and cultural competence training to include students via the “It Starts with ME” book as a theme for the year. School-wide meetings will focus on this topic and classroom projects will be generated via these conversations. <b>DSI 3.3</b>	<ul style="list-style-type: none"> <li>● MMES Principal</li> <li>● MMES Counselor</li> </ul>	<ul style="list-style-type: none"> <li>● School-wide Meeting Agendas - Sep 22-Jun 23</li> </ul>
MMES will explore options to increase students’ exposure to different cultures, backgrounds, and human experiences. <b>DSI 3.3</b>	<ul style="list-style-type: none"> <li>● MMES Principal</li> <li>● MMES Leadership Council</li> <li>● MMPTO</li> </ul>	<ul style="list-style-type: none"> <li>● MMPTO Enrichment Program Calendar Jun 23 - Jun 24</li> <li>● Grade-level projects - Sep 22-Jun 24</li> </ul>

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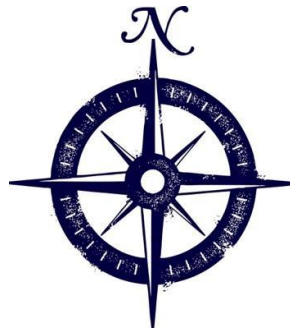
### **Strategic Initiative 4**

**Ensure funding for a stable, multi-year budget and capital improvement plan through collaboration with town and community partners.**

1. *Develop and pass a budget that maintains quality and forward progress maintaining efficient practices but shifting to greater advocacy for increased funding to the District.*
2. *Articulate large and small scale operational and facilities capital needs and obligations. [Student Centered, Student Achievement, Equity, Family and Community Partnerships, Resources]*
3. *Continue to evolve the central administrative organization structure to efficiently and effectively support district wide improvement goals. [Student Centered, Student Achievement, Resources]*
4. *Review personnel efficiencies to improve or adjust delivery of programs. [Student Centered, Student Achievement, Equity, Resources]*

School Goals	Resources & Responsibilities	Deliverables (what & when) Measures of Implementation Documentation
MMES administration will work collaboratively with MERSD district staff to identify staffing gaps in the areas of SEL, DEI, and supervisory leadership, and curriculum leadership.*	● MMES Principal	● Budget Request - Oct 22-Jun 23

*\*Shared goal with EES*



***Every student is at the center of decision-making.***