

Lenox Memorial Middle and High School

2017-2018



SITE-BASED SCHOOL IMPROVEMENT PLAN

I. INTRODUCTION

The purpose of the Site-Based School Improvement Plan is to allow our school staff, students and parents to identify needs and recommend solutions based upon our day-to-day professional interactions within the school. Active participation of the staff has been realized throughout shared decision-making, data-based decision-making, program review, and active team planning. This site-based plan will become part of the over-all district comprehensive local education plan.

II. SCHOOL MISSION STATEMENT

Lenox Memorial Middle and High School cultivates critical and creative thinking, literacy, and social responsibility within a nurturing environment; we value integrity and the pursuit of excellence.

Academic Expectations

- Demonstrate effective communication and reading skills
- Engage in critical and creative thinking
- Use technology appropriately
- Access, analyze and critically apply informational resources
- Examine issues from a global perspective
- Exhibit academic integrity

Social Expectations

- Demonstrate integrity by acting truthfully and honorably
- Show respect for themselves, others, and property
- Strive to enrich themselves, the school, and the greater community
- Accept responsibility for their decisions and their actions

III. SCHOOL PHILOSOPHY

We expect that every student will demonstrate proficiency in our academic and social expectations and achieve proficiency in each content standard. Opportunities are created to provide support for students who struggle to reach proficiency and opportunities are in place for students to surpass these standards. Each day we will work together to recognize and inspire every student and every adult in our middle and high school community as we celebrate teaching and learning.

IV. SHARED DECISION-MAKING COMMITTEES

- a. Site-Based Leadership Team
- b. Site-Based Scheduling Committee
- c. School Council
- d. NEASC Committee and Sub-Committees
- e. Guidance Advisory (as needed)

V. DEMOGRAPHIC DATA for LMMHS:

Demographic Data for LMMHS 2017-2018		
Ethnicity	Number	Percentage
White	380	84%
African American	2	.4%
Asian	24	5%
American Indian	2	.4%
Alaskan Native	4	.8%
Multi Hispanic	1	.2%
Native Pacific	1	.2%
Hispanic	28	6%
White/African American	5	.1%
White/Asian	2	.4%
	449	

VI. STUDENT ACHIEVEMENT

A. Annual Test Score Analysis

Lenox Public Schools opted to administer the Computer-Based MCAS for Grades 6, 7 and 8. The division in school testing between Paper-Based Testing and Computer-Based Testing makes an analysis of test scores somewhat complicated and limited. Additionally, the state has embargoed the 2017 MCAS data available to schools and administrators until late in October. School-wide scores for all students tested in grades 6, 7, 8, and 10 appear to be 7.5% above the state average in ELA and 5% above the state average in Math. Overall, it appears student performance at LMMHS has improved. This will continue to be an LMMHS goal that focuses on improving the overall SGP (Student Growth Percentile) in middle school math.

B. Longitudinal Test Score Analysis

The charts below display the past two years of SAT mean scores for Lenox Memorial High School students' performance as we await the 2017 results. The scores below along with attendance rates of 95% and available MCAS data, does indicate that LMMHS continues to perform well as a middle and high school, but we will continue to focus on improving mathematics and science as we look to the future.

SAT Results	Critical Reading	Math	Writing	Total
2016				
Lenox	598	599	592	1789
Mass	517	530	506	1553
National	494	508	482	1484
2015				
Lenox	548	558	554	1660
Mass	516	529	507	1552
National	495	511	484	1490

C. Student Achievement / Program Analysis

Lenox Memorial Middle and High School has a rating of “No Level” in the Accountability Rating for 2017. This is a result of LMMHS student participation in 2017 Computer Based Next Generation MCAS tests.

Benchmark testing and intervention began in the fall of 2016 in math for grade 6, 7 and 8, along with reading benchmark testing for grade 6 and 7. This year, LMMHS formalized targeted assistance in the Personalized Learning Time (PLT) period to increase the support of our middle school students. Detailed individual student performance data from the spring 2017 MCAS has been shared with middle school grade level teams in order to guide placements in the targeted groups. The LMMHS math department completed the transition to the “Big Ideas” textbook series for grades 6, 7 and 8. With the assistance of the Reading Specialist and Math Specialist, the data team approach will begin in the middle school to allow for the routine review of student data to guide teachers in their instruction and identify students in need of targeted assistance.

All departments have demonstrated success over the past years in their work to align the scope and sequence of their curriculum in grades 6-12. This is reflected in our students’ current SAT performance with a combined mean score of about 1900 and an average ACT score of 29 for 2017. More planning work is on the horizon for the science department as they shift to the newly adopted standards and they are utilizing professional development time to complete this task. The administration will participate with middle school teams and department meetings to support teacher documentation of curriculum throughout this year.

VII. SITE-BASED PROFESSIONAL DEVELOPMENT OFFERED THIS YEAR

- Teaching All Students / Topics of Growth Mindset
- New Teacher Mentoring
- Common Core State Standards Alignment in science
- Rediker Technology / Teacher/Parent Portals and Grade Book

VIII. ANNUAL NEEDS ASSESSMENT PLAN

Staffing, Class Size, & Student/Teacher ratios

The LMMHS Administration, Department Chairs and Guidance Counselors continue to review class size and course offerings to accommodate student needs and college readiness. School choice has plateaued at most grade levels and continues to assist us in class size and section numbers. The middle school core courses will continue to meet five days a week. The outcome of last year's pilot added consistency to the instruction at the middle school level, thus increasing academic performance.

Facilities

One consideration for LMMHS as the school moves forward is to update the facilities. This year careful planning eliminated several extra sections as we scheduled courses with a larger number of students per section. LMMHS continues to expand course offerings and offer multiple pathways for career and college planning. With expanded sections and courses, and utilizing the Rediker Software for building the master schedule, four teachers are sharing rooms throughout the day. Room sharing and co-teaching has an improved approach in allowing students to access enhanced technology to improve instruction.

Curriculum / Program

Department Chairs will continue to lead their departments through a review of our curriculum alignment to the common core. With the adoption of "Big Ideas" for middle school math, we look to enhance the overall student growth seen in the past years. Teachers will encourage and share best practices collegially throughout the year by visiting other classrooms to observe others in their teaching. This year, one goal is for teachers to collaborate on our course offerings and our scheduling to improve every aspect of teaching and learning to incorporate the 21st Century learning skills.

IX. PARENT INVOLVEMENT IN THE SCHOOL

Parent involvement at the Middle and High School level is welcome. LMMHS includes parental support on many different decision-making committees such as the School Council, The Guidance Advisory Committee, informational nights and the many Booster Clubs that support our sports, clubs and activities. We continue to work hard to lessen the gap between school and parent communication. The Parent Portal enables parents to have continual updates on their student's attendance, academic grades and progress, including electronically posted progress reports for all students.

X. SAFETY AND DISCIPLINE IN THE SCHOOL

Crisis Plans

A Comprehensive Crisis Management Plan exists for Lenox Memorial Middle and High School. This plan is shared at the building level, district level, as well as with the Lenox Police and Fire Departments. This plan includes two teams. The first team, Blue Team, assists in assessment of crisis and determination of the appropriate response. Again this year, Lenox Public Schools will review new trends in crisis response to update the crisis procedure to current national trends.

Discipline Statistics

A four-year review of the school's discipline statistics indicates that Lenox Memorial Middle and High School maintains a safe and orderly learning environment. Discipline is addressed proactively and consistently in order to achieve the result which is declining referrals for poor behavior. LMMHS will focus on positive school culture in combined with the Six Pillars of Character to promote pro-social behaviors, responsible decision-making and personal self-respect in all students.

2013-2014 - 13 ISS – 15 OSS **2014-2015** - 5 ISS - 9 OSS
2015-2016- 5 ISS - 5 OSS **2016-2017**- 8 ISS - 8 OSS

XI. SCHOOL ENVIRONMENT, CULTURE AND DIVERSITY

Programs, Assemblies, etc

Lenox Memorial utilizes grade level meetings to discuss school policy, the student handbook/code of conduct, and to develop positive school culture. The middle school students and staff continue to plan and implement activities for grades 6, 7, & 8 to build community, offer support, to reinforce expectations for the middle school students and increase positive school culture. The high school students continue to lend their support and talent through the Peer Mentorship Program, as well as Student Government, Captain’s Council, and the internship program. Student travel to provide leaning opportunities about communities, cultural and diversity is encouraged through both curricular and co-curricular field trips. LMMHS continues to promote the use of the Student Support Center as a proactive approach to encouraging positive behavior and responsible decision making throughout the student body. The Student Council has been implementing school-wide activities toward promoting positive behaviors and school-spirit through activities and contests. This year LMMHS will again offer school-wide guest speakers and programing to increase positive school culture on a rotating schedule that will not interrupt the instruction of our classroom teachers.

XII. EXTRACURRICULAR ACTIVITIES FOR STUDENTS

A. Clubs and Activities

1. High School French	26. Evergreen Club
2. High School Spanish	27. Gender Sexuality Alliance
3. High School Latin	28. Mountain Bike Club
4. Mid-School French	29. SAVE
5. Mid-School Spanish	30. Student Relief
6. High School Student Council	31. Investment Club
7. Mid-School Student Council	32. Ultimate Frisbee
8. Mid-School Peer Leadership	33. Girl Empowerment Matters
9. National Art Honor Society	34. Class Officers
10. National Honor Society	35. High School Art Club
11. Peer Education	36. Mid-School Art Club
12. Peer Tutoring	37. Quiz Team
13. Cacophony & Murmurs	38. Mid-School Science Club
14. Mid-school Creative Writing	39. Cooking Club
15. Mid-school Yearbook	40. Open Stage
16. High School Newspaper	41. Improv Club
17. Sequence	42. Mentors
18. High School Yearbook	43. Spring Musical
19. Math Club	44. Art Production
20. Mock Trial	45. Weight Room
21. As Schools Match Wits	46. Mid-School Shakespeare
22. Quiz Team	47. Shakespeare Fall Festival
23. Robotics	48. ASAP
24. Arabic Club	49. High School Cine Club
25. Chess Club	50. High School Film Club

B. Athletics

FALL: Soccer, Cross-Country Running, Golf, Crew (non-MIAA), Volleyball, Football (with Lee High School)

WINTER: Basketball, Cross-Country Skiing, Alpine Skiing (host team with Lee), Swimming (with MMRHS), Hockey (with Mt. Everett),

SPRING: Baseball, Softball, Tennis, Track (host team with Lee), Boys Lacrosse (with MMRHS), Girls Lacrosse (with Lee), Crew (as a club)

XIII. SCHOOL SITE EDUCATIONAL *SMART* GOALS & IMPROVEMENT OF STUDENT PERFORMANCE:

Each year goals are reviewed and updated based on progress toward meeting the goals, and on staff-identified needs. LMMHS will initiate a minimum of three site goals each year. The *Site-Based School Improvement Plan* is finalized each September, presented to the School Committee in October, reviewed with the Superintendent in February for mid-year progress, and evaluated each June with the School Committee.

LMMHS will analyze, improve and support the building of the master schedule by collaborative reflection, looking into students' needs, sharing effective practices, and analyzing a variety of model schedules from across the state.

Focusing on the 7th grade, LMMHS will successfully implement the middle school Personalized Learning Time (PLT) with its supporting interventions, assessments and data review. Through proper staffing, implementation, establishment of data teams and teacher support, the grade 7 average CPI on the spring 2018 shall increase as compared to the past four years.

LMMHS will review and analyze all online and web-based educational tools in order to clearly communicate to all stakeholders the purpose and equip all with equal access in order to improve learning outside the classroom for all students.

Lenox Memorial Middle and High School
School Improvement Goal 1
2017-2018

Goal Statement: LMMHS will analyze, improve and support the building of the master schedule by collaborative reflection, looking into students' needs, sharing effective practices, and analyzing a variety of model schedules from across the state.

Strategic Plan Correlate:

Leadership #1 Communication

Leadership #3 Team building

Professionalism #1 Positive professional learning environment

Professionalism #2 Engender shared leadership and collective responsibility

Academic Excellence #1 Maintain and improve academic performance

School Culture #1 Build a positive learning environment

Key Actions:

- Create and meet with ad hoc scheduling committee comprised of teachers.
- Establish goals for the committee to accomplish by November 2017.
- Identify changes in our current practice to accomplish the shared goals.
- Communicate to faculty and staff in order to collaborate on scheduling goals.
- Target improving the course selection process and communicate to teachers.
- Communicate our changes to all stakeholders.
- Create and implement the new process by February as scheduling begins

Outcome: The LMMHS master schedule will meet all students' academic needs while increasing student/teacher relationships; capitalize on the talents of personnel and avoiding schedule conflicts to the best of a small schools ability.

Staff Responsible: Principal, Assistant Principal, Guidance and Faculty Committee

Lenox Memorial Middle and High School
School Improvement Goal 2
2017-2018

Goal Statement: Focusing on the 7th grade, LMMHS will successfully implement the middle school Personalized Learning Time (PLT) with its supporting interventions, assessments and formalized data review.

Strategic Plan Correlate:

Leadership Goal #1 - Communication plan

Leadership Goal #4 - Accountability and Responsibility

Academic Excellence Goal #1- Maintain and Improve Academic Performance

Academic Excellence #2 – Develop Students’ Individual Talents, Interests and Goals

School Culture Goal #1 - Build a positive Learning Environment

Key Actions:

- Establish a new schedule for the afternoon in the middle school.
- Communicate to all stakeholders.
- Review past data and select targeted students to enroll in remediation groups.
- Establish a routine to review skills to remediate.
- Create a routine method to capture standards-based benchmark data.
- Schedule data review meetings with faculty and specialists by Quarter 1.
- Continue to review student data to reward positive student outcomes and adjust the targeted students.

Outcome: The grade 7 average CPI on the spring 2018 shall increase as compared to the past five years and they will demonstrate an increased confidence in their performance with decreased discipline and attendance problems.

Staff Responsible: Principal, Assistant Principal, Math and Reading Specialists, Seventh Grade Team, Building Based Support Team and Mid-School Staff.

Lenox Memorial Middle and High School
School Improvement Goal 3
2017-2018

Goal Statement: LMMHS will review and analyze all online and web-based educational tools in order to clearly communicate to all stakeholders the purpose and equip all stakeholders with equal access in order to improve learning outside the classroom for all students.

Strategic Plan Correlate:

Leadership Goal #1 - Communication plan

Leadership Goal #2 – LPS Team-building

Academic Excellence Goal #1- Maintain and Improve Academic Performance

Academic Excellence #2 – Develop Students’ Individual Talents, Interests and Goals

School Culture Goal #1 - Build a positive Learning Environment

Key Actions:

- Establish a schedule for faculty to review all tools in faculty meetings.
- Review the tools used throughout grades 6-12.
- Invite parents/guardians to an open forum on web-based tools.
- Establish a method to review the importance of tools.
- Create a routine for teachers to share best practice.
- By February, establish a list of tools used by grade level.
- Schedule meetings with faculty to establish training for parents/guardians.
- Communicate results to all stakeholders.

Outcome: LMMHS will define all online and web-based educational tools utilized to augment instruction in grades 6-12. All parents/guardians will have an opportunity to develop a clear understanding of the online and web-based educational tools in order to assist their students’ learning outside the classroom and at home.

Staff Responsible: Principal, Assistant Principal, IT Director, faculty and staff.