

# 2019 – 2020 School Improvement Plan

## **Morris Elementary School Lenox, Massachusetts**

School/Department Name: Morris Elementary School

### Mission and /or Vision:

VISION: Lenox Public Schools provides a superior education by developing each student's unique talents, interests and goals.

MISSION: Our schools exist to support the academic development and nurture the social and emotional growth of each child in a respectful environment that encourages lifelong learning and responsible citizenship.

### Core Values:

- Compassionate, understanding and empathetic for each other
- Respectful and honest in our interactions
- Responsible and accountable to our community
- Determined and adaptable in our efforts and actions

Theory of Action (“If...then” statement): If there is clear communication, collaboration, and the goal to do the best for our students, then we will be performing the basic elements of quality education for children.

**Goal #1: Meeting the needs of all students:** The Morris Staff will attend professional development training for the “Framing Your Thoughts” model for core writing instruction for our elementary students. We will then work collaboratively to carry out this model in teaching our students so they are receiving targeted instruction that is consistent at all grade levels to provide a solid, consistent and progressive basis to all student writing.

If our teaching is unified and consistent for all students in all grade levels with written expression; then we can create targeted instruction in writing so common language and techniques are utilized so students can make stronger gains and improve the quality of their written communication which will increase our students’ academic success.

Action Items	Timeline	Staff Responsible	Measurable Outcomes
<ul style="list-style-type: none"> <li>• Participation of all staff in the written expression trainings</li> <li>• Teaching observations</li> <li>• PLC time used to coordinate teaching pace for FYT</li> <li>• Students complete writing samples demonstrating use of the FYT model</li> <li>• Begin a review of writing models to adopt as our school-wide choice.</li> </ul>	<ul style="list-style-type: none"> <li>• Fall 2019</li> <li>• Weekly by grade level</li> <li>• 1 weekly meeting per month dedicated to FYT updates</li> <li>• Monthly beginning in Jan. 2020</li> <li>• Jan. of 2020 – May 2020</li> </ul>	<ul style="list-style-type: none"> <li>• Teachers, and any staff involved in writing instruction.</li> <li>• Principal and reading interventionists</li> <li>• Teachers and paraprofessionals</li> <li>• Principal, Rdg. Interventionist, teachers &amp; Paras</li> <li>• Principal &amp; writing committee</li> </ul>	<ul style="list-style-type: none"> <li>• Certificates for training. Classroom observation</li> <li>• Written log of visits and FYT strategies used.</li> <li>• Chart progress of instruction for each grade level</li> <li>• A meeting log will be maintained to document materials and strategies used to provide intervention instruction developing our “tool kit” for effective intervention instruction.</li> <li>• Make a recommendation from the writing committee to the full staff for a writing model to adopt as of the 2020-2021 school year.</li> </ul>

**Goal # 2: Social Emotional Learning:** The Morris staff will work collaboratively to continue to build a comprehensive social/ emotional learning plan for students in grades PK – 5. The Casel standards will be utilized and we will use staff meeting time and professional development to carry on the implementation of this program for our school.

If the staff at Morris utilizes the strategies learned to identify students in need of social/emotional learning support, then we will be able to meet their needs so that all students are available for learning which will enable each student to reach their academic and social potential.

Action Items	Timeline	Staff Responsible	Measurable Outcomes
<ul style="list-style-type: none"> <li>• Morris staff will continue to build our knowledge base of the Casel SEL standards.</li> <li>• School counselors work with teaching staff to identify and prioritize student needs for SEL support</li> <li>• Morris will have an SEL committee that will work in collaboration with the district-wide task force to develop a sustainable school program.</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> <li>• Initial at the start of the year – then ongoing</li> <li>• Volunteer staff members will be identified in the fall with meetings to begin in October and then monthly thereafter.</li> </ul>	<ul style="list-style-type: none"> <li>• Admin, teachers, paras and counselors</li> <li>• SAC and GC along with teachers, Principal</li> <li>• Principal, Morris staff</li> </ul>	<ul style="list-style-type: none"> <li>• Identify key trait to focus on as a school community with the goal of 4 for the year.</li> <li>• Create an action plan for students identified as greatest need for SEL support.</li> <li>• Success of the task force and committee will be measured by the product of a SEL curriculum guide.</li> </ul>

**Goal # 3: School Safety and Security:** Through collaboration with our state and local first responders, the Morris School administration, faculty and staff will develop a relocation and reunification plan as part of the school safety plan.

If we plan, prepare and practice recommended school safety procedures, then we will be prepared to respond effectively as a school community if an emergency situation should arise in order to keep our students and staff safe.

Action Items	Timeline	Staff Responsible	Measurable Outcomes
<ul style="list-style-type: none"> <li>• Provide training for our staff for a relocation and reunification scenario</li> <li>• Establish a secure and easily accessible relocation site off campus.</li> <li>• Match staff members to needed plan roles and hold a practice drill.</li> <li>• <b>Conduct a school based reunification drill.</b></li> <li>• Conduct a whole school relocation and reunification drill.</li> </ul>	<ul style="list-style-type: none"> <li>• Fall 2019</li> <li>• Summer and Fall of 2019 and complete by October.</li> <li>• Begin in Fall of 2019 and complete by November.</li> <li>• Fall 2019 and then annually</li> <li>• Spring 2020</li> </ul>	<ul style="list-style-type: none"> <li>• Principal and Morris Crisis team members along with law enforcement.</li> <li>• Principal, Head Custodian</li> <li>• Tech personnel, staff</li> <li>• Principal, faculty, staff and parent volunteers</li> <li>• Principal, faculty, staff, parents and first responders.</li> </ul>	<ul style="list-style-type: none"> <li>• Written procedures and crisis manual for relocation and reunification.</li> <li>• Create a floor plan of the relocation site and schedule a practice drill.</li> <li>• Documented plan details and role descriptions with back-up personnel identified.</li> <li>• Record the date and post event notes for use to improve plan.</li> <li>• Documentation of the successful completion of the process as well as post event notes for improvement.</li> </ul>

Goal # 1:

Actions taken- progress toward outcomes:

Goal # 2:

Actions taken-progress toward outcomes:

Goal # 3:

Actions taken-progress toward outcomes:

Updated: 10/03/19

Presented to Superintendent Merrick: 10/03/19

Endorsed by the Morris School Council: 10/08/19

Presented to LPS School Committee: 10/07/19