

# Cowing School Improvement Plan



**2018-2019**

**Prepared and revised by**

Kathleen Bailer, Principal

Pam Leonard, School Council Teacher Representative

Gina Maloney, School Council Teacher Representative

# Theory of Action

If we provide high quality, state-of-the-art curriculum and instruction, continually improve teaching by learning from student data through 21<sup>st</sup> century collaboration and problem solving, then students will accumulate the skills necessary to graduate from high school prepared for college, career, and full participation in a democratic society.

## Mission

The mission at Cowing School follows the mission of the district which is to provide all students with the best possible education to enable them to experience the joy of reaching their full potential. A collaborative approach to educating the whole child is at the forefront of this undertaking. We strive to ensure that each student:

- Comes to school healthy and learns about and practices a healthy lifestyle;
- Learns in an intellectually challenging environment that is physically and emotionally safe;
- Is actively engaged in learning and is connected to the school and broader community;
- Is challenged academically and prepared for success.

By providing our students with the necessary knowledge, skills and expertise, we commit to preparing them to thrive in this global 21<sup>st</sup> century economy. Among the essential skills for success are critical thinking and problem solving, creativity and innovation, and communication and collaboration.

## Vision

A high-quality education is the fundamental right of every child. All children will receive the respect, encouragement, and opportunities they need to build the knowledge, skills, and attitudes to be successful, contributing members of a global society.

West Springfield Public Schools fosters a school environment where family and community partnerships support students as they learn to be compassionate, empathetic, and healthy citizens. Our work is based upon 5 core competencies:

- Self Awareness
- Self Management
- Social Awareness
- Relationship Skills

- Responsible Decision Making

## Conditions for Improvement

- Environment
- Curriculum
- Professional Development
- Families

## Strategic Objectives, Initiatives & Projects

### Strategic Objective 1: Environment

Activity	Timeline	Persons Responsible	Indicators of Success
Continue with yearly painting and upkeep.	Summer 2018	Central Maintenance, Custodian, Principal	<ul style="list-style-type: none"> <li>• Painted walls</li> </ul>
Each classroom should establish a cozy, relaxation area with soft furnishings.	September 2018	Teachers, Principal	<ul style="list-style-type: none"> <li>• Students use cozy corners for relaxation, calming, quiet time</li> </ul>
A screen and projector on a cart for auditorium will be appropriated for the school.	Spring 2019	Principal, Director of Technology	<ul style="list-style-type: none"> <li>• Projector used for PD, parent presentations, community events.</li> </ul>

### Strategic Objective 3: Curriculum

Activity	Timeline	Persons Responsible	Indicators of Success
Classroom teachers will purchase and utilize materials to support music and movement and the five senses.	Fall 2018	Classroom teachers, Principal	<ul style="list-style-type: none"> <li>● Teachers will use new materials to support music and movement.</li> <li>● Listening centers will be established in every classroom.</li> </ul>
Classroom teachers and paraprofessionals will make good use of transition time; ie: repeating nursery rhymes, modeling, pretend you are...	Fall 2018	Principal, Classroom teachers	<ul style="list-style-type: none"> <li>● Calm bodies in the hall and during wait times.</li> <li>● Transition times minimized.</li> </ul>

Cowing will implement a regular screening/tool to measure social emotional development at the pre-school level and review data regularly to inform interventions and learning opportunities.	2018-2019	Principal, Classroom teachers, School Adjustment Counselor	<ul style="list-style-type: none"> <li>● Screening tool</li> <li>● Data reviewed in PLC meetings.</li> <li>● Implementation of second step lessons.</li> </ul>
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### Strategic Objective 5: Professional Development

<b>Activity</b>	<b>Timeline</b>	<b>Persons Responsible</b>	<b>Indicators of Success</b>
All staff will be trained in conflict resolution and having difficult conversations.	2018-2019	Director of Curriculum, Principal, Classroom Teachers, Paraprofessionals	<ul style="list-style-type: none"> <li>● Staff members utilize conflict resolution strategies with colleagues and families.</li> </ul>
To support diverse learners, all staff will understand the key instructional strategies in concept development and quality of feedback.	2018-2019	Director of Curriculum, Principal, Classroom Teachers, Paraprofessionals	<ul style="list-style-type: none"> <li>● Teachers make connections to prior knowledge and to the real world.</li> <li>● Evidence of open-ended questioning.</li> <li>● Use of SEI Smart Card</li> </ul>

			<ul style="list-style-type: none"> <li>Teachers and paras will use common feedback strategies.</li> </ul>
All staff will understand how to engage students in self talk and parallel talk to support diverse learners.	2018-2019	Director of Curriculum, Principal, Classroom Teachers, Paraprofessionals	<ul style="list-style-type: none"> <li>Adults use self-talk and parallel talk with students.</li> </ul>

### Strategic Objective 6: Families

<b>Activity</b>	<b>Timeline</b>	<b>Persons Responsible</b>	<b>Indicators of Success</b>
Translate key documents.	2018-2019	Principal, Clerk, Director of ELL, Classroom Teachers	<ul style="list-style-type: none"> <li>Key documents (Report Card, ABC's of Cowing, Permission Slips, Parent Events, Acceptance Letter, Peanut Free Notice, etc...) will be translated for families.</li> </ul>
Include parents on school improvement team.	Fall 2018	Principal, Cowing Improvement Team, PTO	<ul style="list-style-type: none"> <li>Parents will be invited to participate and be</li> </ul>

			elected through a ballot process.
Improve family participation at Parent Playdates.	2018 - 2019	Principal, School Adjustment Counselor, Classroom Teachers	<ul style="list-style-type: none"> <li>• Translators present</li> <li>• Modeling preschool and kindergarten readiness skills to parents.</li> </ul>
Develop a family assessment tool.	Fall 2018-2019	Principal, School Improvement Team	<ul style="list-style-type: none"> <li>• Family Assessment Tool</li> <li>• Results from Family assessment Tool</li> </ul>
Write an admissions policy.	Fall 2018 - Winter 2019	Principal, Cowing Leadership Team, Director of Special Education, Education Team Leader	<ul style="list-style-type: none"> <li>• Use of admissions policy to accept students.</li> </ul>