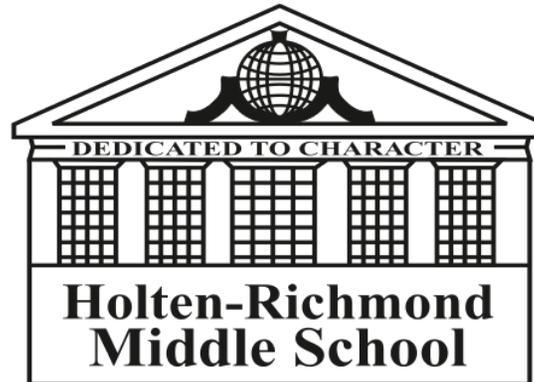


HOLTEN RICHMOND MIDDLE SCHOOL



Holten Richmond Middle School SCHOOL IMPROVEMENT PLAN

2019-2020

Submitted on behalf of the School Council by:

Adam Federico

Ellyn Feerick

August 19, 2019

2018-19 SCHOOL COUNCIL MEMBERS

ADMINISTRATORS:

Adam Federico (Principal)
Ellyn Feerick (Curriculum Director)

FACULTY:

Deborah Orthman (Grade 8, Special Education)
Lisa Laverdiere (Grade 7, Science)
Patrick Hamilton (Assistant Principal)
Laurie Franchi (Grade 6 Science)

PARENTS:

Carmen Panacopoulos (Grade 6)
Katie Metivier (Grade 7)
Betsy Gadbois (Grade 7)
Elizabeth Eagan (Grade 8)
Tina Fitzgerald (Grade 8)

COMMUNITY:

Greg Dolan DCAT

The 2019-2020 goals for Holten-Richmond Middle School were developed as a result of statewide testing data analysis, a focus on mapping the curriculum and analysis of formative and summative assessments. Ongoing collaboration with teachers, administrators and parents throughout the year greatly contributed to the process. The following groups were involved:

- HRMS School Council
- HRMS Teacher Leaders
- HRMS Team Leaders
- HRMS Project HAWK Committee
- HRMS Teachers

The above groups met during professional learning time and during after school meetings to identify the following priorities for 2019-2020. The goals listed in the 2018-2019 School Improvement Plan require several years of work by the faculty and administration in order to realize the desired outcomes.

GOAL #1

Through collaboration in professional learning communities (PLCs), Holten Richmond Middle School seeks to ensure that the High-Impact Teacher Team practices are fully integrated during the grade level common planning time meetings. By June 2020, a review of all grade level PLC team meeting agendas will reveal that 85% of PLCs' meeting agendas incorporate benchmark data analysis, articulate next steps, and follow-through on previous decisions.

GOAL #2

Through collaboration in professional learning communities (PLCs), Holten Richmond Middle School seeks to deepen our implementation of High-Impact Teacher Team practices and continue to integrate the FAR Cycle into our instruction and assessment. Holten Richmond Middle School faculty will increase use of formative assessment to more quickly identify students' understanding and determine any needs for clarification, intervention, or extension. By June 2020, 100% of HRMS faculty will use formative assessment data to plan appropriate next instructional steps for each student (such as providing feedback, gathering more data as needed to identify the nature of students' errors or misconceptions, reteaching the lesson through different means, or extending the learning for students already demonstrating mastery of the learning targets) at least once per unit.

GOAL #3

Holten Richmond Middle School seeks to continue ensuring a safe, orderly and respectful environment for students and collegial and collaborative culture among teachers to result in high achievement measured using multiple metrics

GOAL #1: Through collaboration in professional learning communities (PLCs), Holten Richmond Middle School seeks to ensure that the High-Impact Teacher Team practices are fully integrated during the grade level common planning time meetings. By June 2020, a review of all grade level PLC team meeting agendas will reveal that 85% of PLCs' meeting agendas incorporate benchmark data analysis, articulate next steps, and follow-through on previous decisions.

Implementation Strategies	Time	Who	Resources	Current Status
HRMS administration will attend common planning time meetings for each PLC once per cycle.	September 2019-June 2020	HRMS Administration	CPT Rotation Schedule	HRMS administrative team has identified which team member will attend each PLC's common planning time meetings for the year.
Each PLC will use a common template for recording notes from PLC meetings and share with HRMS administrative team via Google Drive.	September 2019-June 2020	PLC Facilitators HRMS Faculty HRMS Administration	High-Impact Teaching Team Note Tracker	A note-taking template was piloted in Spring 2019 by several PLCs. The template has been revised for 2019-2020.
Once per trimester, each PLC will conduct a self-assessment to prioritize high-impact teaching practices to prioritize for their professional learning for the trimester.	September 2019-June 2020	PLC Facilitators HRMS Faculty HRMS Administration	HITT Activity 0.3: How "FAR" Are We?	Time to complete the self-assessment has been scheduled into the professional learning calendar for 2019-2020.
For each unit, each PLC will develop and administer at least one common formative assessment linked to a skill on the unit summative assessment. The PLC will collaboratively analyze assessment data and plan FIRME action.	September 2019-June 2020	PLC Facilitators HRMS Faculty HRMS Administration	Resources from Coaching High-Impact Teaching Teams binder	Teachers are writing/revising common summative and formative assessments during the professional development days on August 27 and 29.

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Implementation Strategies	Time	Who	Resources	Current Status
Team teachers will collect formative assessment data and monitor the lowest performing student groups on their team using a common data collection tool (e.g. Data Dashboard).	September 2019-June 2020	HRMS ELA, math, science, and social studies teachers HRMS Administration	Data dashboard spreadsheets and displays Lists of underperforming students by team and subject area	We have contracted with The Analytics Platform LLC to generate data dashboards for our teams based on MCAS data and internal assessments. We are awaiting preliminary MCAS results in order to generate lists of underperforming students to monitor.
Each PLC will collaboratively plan and implement FIRME action for individuals and small groups of students in response to common formative assessment data.	September 2019-June 2020	PLC Facilitators HRMS Faculty HRMS Administration	Resources from Coaching High-Impact Teaching Teams binder	
Once per trimester, each PLC will identify one summative assessment to analyze in a mid-trimester data meeting using Data Dashboard.	September 2019-June 2020	PLC Facilitators HRMS Faculty HRMS Administration	Data dashboard spreadsheets and displays Data-driven dialogue protocols	Time to complete each mid-trimester data meeting has been scheduled into the professional learning calendar for 2019-2020.
Each PLC will identify students in need of additional support at the mid-trimester data meeting, determine if each student needs Tier 1 or Tier 2 supports, and identify the specific intervention or enrichment that should take place.	October 2019-June 2020	PLC Facilitators HRMS Faculty HRMS Administration	Data dashboard spreadsheets and displays Data-driven dialogue protocols Resources from Coaching High-Impact Teaching Teams binder MTSS training	Time to complete each mid-trimester data meeting has been scheduled into the professional learning calendar for 2019-2020.

GOAL #3: Holten Richmond Middle School seeks to continue ensuring a safe, orderly and respectful environment for students and collegial and collaborative culture among teachers to result in high achievement measured using multiple metrics.

Implementation Strategies	Time	Who	Resources	Current Status
Implement Project HAWK school climate program with updated smaller group format and new lessons/activities.	September 2019-June 2020	HRMS Faculty & Staff HRMS Project Hawk Committee	-Student survey -Faculty survey -Day long study group results -District SEL plans	The Project HAWK planning committee met in June '19 to assess the previous year and plan out the upcoming program. They also reviewed survey data from 2019.
Continue to offer a proactive health and wellness curriculum that promotes safe and positive decision making including SEL concepts & offer the DARE curriculum as instructed by the school resource officer.	September 2019-June 2020	HRMS Health Educators HRMS PE Educators Danvers Police Dept.	-MA State Frameworks -DARE Curriculum -SEL Guidelines -District Strategic Plan	HRMS continues to review its curricula, ensure its alignment to the MA Standards and adjust offerings based upon the most recent trends and data.
Implement recommendations of HRMS School Wide Climate and Expectations faculty committee & continue analysis of school climate and culture with a focus on restorative practices and SEL principals.	August 2019-June 2020	HRMS Faculty & Staff HRMS Administration HRMS Climate & Expectations Committee	-Faculty Survey on Expectations -Committee recommendations -DESE Gr. 8 Survey -YRBS Data	The HRMS School Wide Climate and Expectations Committee met during the summer to develop school wide expectations, interventions and consistent protocols to maintain positive behavior.
Conduct <i>Supporting our Students</i> meetings (S.O.S. Team) to promote student growth, consistent attendance and safe/positive relationships amongst peers using a data based intervention model.	September 2019-June 2020	HRMS Administration, Social Workers, Guidance Counselors, Nurses, HRMS Psychologist & DPS Attendance Officer	-Meeting minutes -Attendance Data -SEL Data & Information -District MTSS plan	This team met throughout the 2018-2019 school year. They reviewed data and plan to continue their work during the '19-'20 school year including the district focus on MTSS.