

**NORTH HAVEN MIDDLE SCHOOL
SCHOOL IMPROVEMENT PLAN**

2016-17

PREPARED BY

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North Haven Middle School

North Haven Middle School

North Haven, Connecticut 06473

North Haven Middle School Mission Statement: It is the mission of North Haven Middle School, together with the community, to provide a comprehensive, creative and challenging educational experience that develops independence, social-emotional growth and an understanding of a diverse society.

North Haven Middle School Improvement Plan 2016-2017

Focus Area: Reading

Annual Focus Goal: By June 2017, all students will reach or make significant progress toward goal as measured by departmental Smarter Balanced Assessments.

Action Step	Person(s) Responsible	Indicators of Success	Evidence	Resources	Timeline
<p>What will you do?</p> <p>85% (131) of the # of students BELOW GOAL will reach or exceed APPROACHING GOAL on departmental Smarter Balanced Assessments by May of 2017.</p>	<p>Who is responsible for doing the work?</p> <p>LA teachers, Department Coordinator, Building Administration</p>	<p>What will success look like?</p> <p>1. Students will display confidence in the reading and writing skills. 2. Students will have a variety of reading strategies at his/her disposal when reading novels, short stories and poetry. 3. Regular opportunities for students to read.</p>	<p>What evidence will be collected?</p> <p>1. Daily, Weekly, Monthly assignments in LA classes. 2. Classroom assessments. 3. State Standardized Assessment results. 4. Notes from grade-level and departmental meetings.</p>	<p>What do you need in order to do the work?</p> <p>1. Weekly grade level departmental meetings. 2. Monthly departmental meetings. 3. PD on Reading Instruction.</p>	<p>By when?</p> <p>Jun-17</p>

<p>85% (253)of the # of students APPROACHING GOAL will reach or exceed GOAL on departmental Smarter Balanced Assessments by May of 2017.</p>	<p>Building Administration, LA teachers, Department Coordinator,</p>	<p>1. Students will display confidence in the reading and writing skills. 2. Students will have a variety of reading strategies at his/her disposal when reading novels, short stories and poetry. 3. Regular opportunities for students to read.</p>	<p>1. Daily, Weekly, Monthly assignments in LA classes. 2. Classroom assessments. 3. State Standardized Assessment results. 4. Notes from grade-level and departmental meetings.</p>	<p>1. Weekly grade level departmental meetings. 2. Monthly departmental meetings. 3. PD on Reading Instruction.</p>	<p>Jun-17</p>
<p>An intervention teacher will work with students who have been identified as performing below expected levels in Reading based on classroom work, district assessments, and other standardized testing.</p>	<p>Building administration, Intervention teacher, Classroom teachers,</p>	<p>1. Time built in to students' schedules to attend sessions with Intervention teacher. 2. Student improvement in targeted areas as measured by formative and summative assessments. 3. Students joining and exiting skills groups as necessary. 4. Smart Goals for kids</p>	<p>1. Performance data collected by intervention teacher. 2. Student work samples. 3. Lists of students receiving intervention services 4. Lesson plans showing the focus of work of the intervention teacher with the students on her caseload. 5. Student testimonials.</p>	<p>Intervention teachers assigned to middle school to work specifically with students requiring SRBI services.</p>	<p>Sept. 2016-June 2017</p>

<p>Beginning in January, a Promotion Committee will discuss students at each grade level at risk for losing spring and promotion privileges and develop an improvement plan with the teacher, parent, and student so everyone is clear about expectations and consequences for not following through. This plan will be reviewed at regular intervals between January and June.</p>	<p>Administration, 8th Grade Counselor, 8th grade Faculty</p>	<p>1. Bi-weekly meetings established to review data and track student progress. 2. Improvement plans established to ensure student success. 3. Evidence of communication, in the form of email and telephone logs to ensure parents and students are clear on expectations and consequences for not followin through. 4. Kid-created goals for their success.</p>	<p>1. Meeting Notes 2. Student grades and progress. 3. Action Plans for Student Success 4. Communication logs. 5. Smart goals from kids.</p>	<p>1. Bi-weekly meeting time and release time for teachers to attend when necessary.</p>	<p>January 2017- June 2017</p>
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North Haven Middle School Improvement Plan 2016-2017

Focus Area: Writing

Annual Focus Goal: By June 2017, all students will write every day as evidenced by teacher lesson plans and administrative walkthrough and observational data.

Action Step	Person(s) Responsible	Indicators of Success	Evidence	Resources	Timeline
What will you do? Teachers will ensure that students are writing every day.	Who is responsible for doing the work? Building administrators, Teachers, Department Coordinators	What will success look like? 1. Students will be observed writing each day during walkthroughs and formal observations. 2. Lesson plans will include writing in the content area. 3. Creating opportunities to write every day.	What evidence will be collected? Student writing samples, Teacher Lesson Plans, Observational data	What do you need in order to do the work? 1. Access to the new writing curriculum in 6th grade along with PD throughout the year on its implementation. 2. communication across grade levels on writing expectations.	By when? September 2016- June 2017

<p>An intervention teacher will work with students who have been identified as performing below expected levels in Writing based on classroom work, district assessments, and other standardized testing.</p>	<p>Building administration, Intervention teacher, classroom teachers, .</p>	<p>1. Time built in to students' schedules to attend sessions with Intervention teacher. 2. Student improvement in targeted areas as measured by formative and summative assessments. 3. Students joining and exiting skills groups as necessary.</p>	<p>1. Performance data collected by intervention teacher. 2. Student work samples. 3. Lists of students receiving intervention services 4. Lesson plans showing the focus of work of the intervention teacher with the students on her caseload. 5. Student testimonials.</p>	<p>Intervention teacher assigned to middle school to work specifically with students requiring SRBI services.</p>	<p>Sept. 2016-June 2017</p>
<p>Beginning in January, a Promotion Committee will discuss students at each grade level at risk for losing spring and promotion privileges and develop an improvement plan with the teacher, parent, and student so everyone is clear about expectations and consequences for not following through. This plan will be reviewed at 6-week intervals between January and June.</p>	<p>Administration, 8th Grade Counselor, 8th grade Faculty</p>	<p>1. Bi-weekly meetings established to review data and track student progress. 2. Improvement plans established to ensure student success. 3. Evidence of communication, in the form of email and telephone logs to ensure parents and students are clear on expectations and consequences for not followin through.</p>	<p>1. Meeting Notes 2. Student grades and progress. 3. Action Plans for Student Success 4. Communication logs.</p>	<p>1. Bi-weekly meeting time and release time for teachers to attend when necessary.</p>	<p>January 2017- June 2017</p>

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North Haven Middle School Improvement Plan 2016-2017

Focus Area: Math

Annual Focus Goal: By June 2017, NHMS will routinely share the school vision, core values, successes, and progress toward meeting rigorous 21st century standards with parents, students, faculty/staff, and the community.

Action Step	Person(s) Responsible	Indicators of Success	Evidence	Resources	Timeline
What will you do? Each grade level will increase the number of students at goal on district benchmarks 15%. 6th grade will move from 40% as 5th graders to 55%. 7th graders will move from 32% as 6th graders to 47%. 8th graders will move from 29% as 7th graders to 44%.	Who is responsible for doing the work? Building Administration, Math teachers, Department Coordinator,	What will success look like? 1. Student benchmark results will show growth. 2. Teacher lesson plans will reflect the needs to the students. 3. State assessments will reflect growth exhibited in benchmark data.	What evidence will be collected? 1. School-wide benchmark assessment data. 2. Teacher lesson plans.	What do you need in order to do the work? Departmental time to review assessments and properly plan to adjust areas of need.	By when? Jun-17

<p>An intervention teacher will work with students who have been identified as performing below expected levels in Math based on classroom work, district assessments, and other standardized testing.</p>	<p>Building administration, Intervention teacher, classroom teachers,</p>	<p>1. Time built in to students' schedules to attend sessions with Intervention teacher. 2. Student improvement in targeted areas as measured by formative and summative assessments. 3. Students joining and exiting skills groups as necessary.</p>	<p>1. Performance data collected by intervention teacher. 2. Student work samples. 3. Lists of students receiving intervention services 4. Lesson plans showing the focus of work of the intervention teacher with the students on her caseload. 5. Student testimonials.</p>	<p>Intervention teacher assigned to middle school to work specifically with students requiring SRBI services.</p>	<p>Sept. 2016-June 2017</p>
<p>Beginning in January, a Promotion Committee will discuss students at each grade level at risk for losing spring and promotion privileges and develop an improvement plan with the teacher, parent, and student so everyone is clear about expectations and consequences for not following through. This plan will be reviewed at regular intervals between January and June.</p>	<p>Administration, 8th Grade Counselor, 8th grade Faculty</p>	<p>1. Bi-weekly meetings established to review data and track student progress. 2. Improvement plans established to ensure student success. 3. Evidence of communication, in the form of email and telephone logs to ensure parents and students are clear on expectations and consequences for not followin through.</p>	<p>1. Meeting Notes 2. Student grades and progress. 3. Action Plans for Student Success 4. Communication logs.</p>	<p>1. Bi-weekly meeting time and release time for teachers to attend when necessary.</p>	<p>January 2017-June 2017</p>

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North Haven Middle School Improvement Plan 2016-17

Focus Area: Teaching and Learning

Annual Focus Goal: By June 2017, through a rigorous 21st century curriculum, teaching and learning at NHMS will ensure students' active learning, incorporate students' individual needs, and ensure student ownership of their learning.

Action Step	Person(s) Responsible	Indicators of Success	Evidence	Resources	Timeline
What will you do? By June 2017, students will set and monitor their own learning goals.	Who is responsible for doing the work? Principal, Assistant Principals, Program Coordinators, Classroom Teachers, Students	What will success look like? 1. Classroom observational data suggests that students are engaging in critical engagement and self-regulated tasks. 2. Students can be observed actively accessing information, actively interpreting, producing and disseminating information.	What evidence will be collected? 1. Increased student motivation as evidenced by a reduction in the number of students engaging in off-task behaviors. 2. Increase in the amount of student-to-student discourse.	What do you need in order to do the work? Data collection tool developed for use during classroom walkthroughs conducted by administrators and program coordinators.	By when? September 2016- June 2017

<p>By June 2017, improvement will be seen in the overall achievement of the school's English Learners (EL).</p>	<p>Building Administration, Program Coordinators, Reading and LA personnel, Special Ed. Teacher, EL Teacher, Classroom teachers</p>	<p>1. Teachers maintain performance data on all EL students. 2. Students demonstrate improvement on assessments throughout the year.</p>	<p>1. Student work samples 2. Student assessment results. 3. Results of year-end LAS assessment.</p>	<p>1. Time for cooperating teachers to plan. 2. Opportunities to consult with building specialists when necessary.</p>	<p>Sept. 2016-June 2017</p>
<p>Classroom teachers will plan interventions for the lowest 25% of their students.</p>	<p>Building Administration, Classroom teachers, Program Coordinators, School Interventionists</p>	<p>1. Teachers maintain performance data on the lowest 25% of their students. 2. Students demonstrate improvements on benchmark assessments throughout the year. 3. Teachers discuss teaching strategies, data, and progress made by lowest 25% of their students during grade level meetings and at their mid-year and end-of-year meetings with their evaluator. 4. Teachers seek assistance from interventionist.</p>	<p>Student work samples and assessment results.</p>	<p>1. Time to plan interventions 2. Time to provide the intervention 3. Opportunities to consult with building specialists on appropriate interventions based on student need.</p>	<p>Sept. 2016-June 2017</p>

<p>By June 2017, improvement will be seen in the overall achievement of the school's Special Education population.</p>	<p>Administration, Program Coordinators, Reading and LA personnel, Special Ed. Teacher, Classroom teachers</p>	<p>1. Teachers maintain performance data on all Special Education students. 2. Students demonstrate improvement on assessments throughout the year.</p>	<p>1. Student work samples 2. Student assessment results. 3. Results of year-end assessments.</p>	<p>1. Time for cooperating teachers to plan. 2. Opportunities to consult with building specialists when necessary.</p>	<p>Sept. 2016-June 2017</p>
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North Haven Middle School Improvement Plan 2016-2017

Focus Area: Culture

Annual Focus Goal: By June 2017, NHMS will build a community of leaders through staff and parent participation in the various committees within the school used to advance student learning and to build a safe and welcoming school environment. NHMS will routinely share the school vision, core values, successes, and progress toward meeting rigorous 21st century standards with parents, students, faculty/staff, and the community.

Action Step	Person(s) Responsible	Indicators of Success	Evidence	Resources	Timeline
What will you do? Design feedback surveys to be administered to middle school students, staff and parents throughout the school year	Who is responsible for doing the work? Principal, Assistant Principals, Data Team	What will success look like? School survey developed and distributed for teachers, parents and students.	What evidence will be collected? 1. Surveys will be completed and submitted to Superintendent by November 1, 2016. 2. Completed Surveys with compiled results.	What do you need in order to do the work? 1. Surveys released by the State Dept. of Education 2. Survey exemplars from other districts.	By when? 1. Surveys administered by November 2016. 3. Survey results compiled and shared by December 2016.

<p>Encourage faculty participation in various school committees and foster leadership positions within these committees for staff to build community decision making.</p>	<p>Principal, Assistant Principals</p>	<p>Teacher participation in SRBI, School Data Team, District Data Team, PBIS, Team Leader Meetings and PTSA.</p>	<p>1. Membership and attendance lists for each committee.</p>	<p>1. Coordination of calendars and coverages to ensure teacher participation in various committees.</p>	<p>Committees begin meeting in September, each meeting monthly at minimum.</p>
<p>Host Parent Coffee Hours in an effort to increase parent and community involvement in the schools.</p>	<p>Principal, Assistant Principals</p>	<p>1. Scheduled Parent Coffee hours held monthly throughout 2016-17. 2. Developed focused interview questions to be asked during sessions. 3. Time set aside during each meeting to address specific parent questions</p>	<p>1. Invitations sent to participants. 2. Creation of focused interview questions. 3. Evidence of opportunity at each Coffee Hour for participants to raise matters of concern.</p>	<p>1. Meeting space 2. Dates reserved for meetings. 3. Refreshments 4. Meeting Agendas</p>	<p>Throughout 2016-17 beginning in September 2016.</p>
<p>Teachers will communicate via phone, email or face to face meetings with a minimum of 10 parents monthly.</p>	<p>Administration, Faculty</p>	<p>Teachers will contact parents and create accurate way to track all parent communication.</p>	<p>Teacher communication logs.</p>	<p>Exemplars of teacher communication logs for faculty review.</p>	<p>Throughout 2016-17 beginning in September and continuing through June.</p>
<p>School will provide an updated, easy-to-navigate school website.</p>	<p>Administration, IT staff</p>	<p>A fully operational school website providing users with easy access to school information.</p>	<p>A revised and updated website with current information that is easily accessible to the user.</p>	<p>1. Access to up-to-date information to be included on the site. 2. Assign the management of the school website to one staff member to assure greater continuity.</p>	<p>Website will be up and running throughout the 2016-17 school year.</p>

<p>Teachers will update Powerschool Gradebooks bi weekly and provide clarity on grading practices</p>	<p>Classroom teachers</p>	<p>1. Gradebooks will be up to date and accurate. 2. Explanation of grading practices and expectations included in syllabus.</p>	<p>1. Bi-weekly powerschool reviews.</p>	<p>1. Time to input grades 2. Time with colleagues to ensure consistant grading practices.</p>	<p>September 2016- June 2017</p>
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