Downey School
2006-2007
SCHOOL IMPROVEMENT PLAN

SCHOOL COUNCIL MEMBERS

Parent Representatives	Faculty Representatives	Community Representative
Christopher Burgess	Mary L. Brown	Officer Brad Pindel
Christopher Mullaney	Susan Wilcon	Marie Fisher
Gary Yessaillian	Meghan Devanney	

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GOAL I
General Goal Curriculum, Instruction, and Professional Development
Objective To promote academic excellence

Focus Area	Person(s) Responsible	Resources Required	Timeline	Evaluation of Success
1. Social Studies: Revise and develop curriculum • Determine essential understandings • Create grade level standards • Identify benchmarks • Align report card line items with standards • Design units of study • Design end of unit assessments	-Social Studies Committee -Teachers -Grade Level Teams -Curriculum Director -Principals	-Budget for new materials to align Westwood curriculum with state frameworks	2006 – 2008 school years	Implementation of realigned social studies curriculum
2. Science - • Review alignment of K-5 science curriculum and program	-K-12 Science Program Review Committee -Principals	-All resources available	2006 – 2007 school year	Review ready for development phase
3. Mathematics - • Provide professional development for new teachers through the "Ready, Set, Teach" grant	-Math coaches -Curriculum Director -Principals	-WEF funds	2006 – 2007 school year	-Participant feedback and evaluation

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4. MCAS Review • Review and disseminate information about 2006 results • Conduct an item analysis of the school's results and make recommendations for ways to improve scores • Provide additional support for Grade 4 students not meeting standards	-Teachers -Administration	-Stipends for teachers teaching before or after school program for "at-risk" Grade 4 students	2006 – 2007 school year	Results presented to staff and used to inform instruction
5. Student Services • Continue to examine procedures used in the special education evaluation process • Review existing procedures relative to civil rights regulations • Participate in the evaluation of the current English Language Learners (ELL) program • Review the child study process through data collected in the 2005-2006 school year • Participate in the examination of special education services at the	-Student Services Department -Administration	-All resources available	2006 – 2007 school year	-Results of reviews used to improve student services programs -Communication with staff regarding updated regulations

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elementary schools				
6. Class size • Request an additional Grade 3 teacher in the FY'08 budget to reduce the class size to conform to school committee guidelines	-School Committee -Superintendent -Principal	-Funding	Spring 2007	-Additional classroom teacher allocated for the Downey School in the FY'08 budget
8. Assist in the development of a three-year induction program for new teachers	-Professional Development Coordinator -Curriculum Coaches -Administration	-Stipends for Curriculum Coaches	2006 – 2007 school year	Feedback from new teachers
9. Fully Implement Grade 2 Disability Awareness Program • Units on hearing, blindness, and physical disabilities	-Director of Physical Education -Trained parent volunteers -PE Teachers -Grade 2 Teachers	-Training for teachers and volunteers	January – May 2007	Student assessments and feedback from program implementers

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Goal II
General Goal Health and Safety
Objective To promote a physically and emotionally safe school community

Focus Area	Person(s) Responsible	Resources Required	Timeline	Evaluation of Success
1. Install a security system at the front door so that the building is locked and visitors are screened before they enter the building	-Principal -Director of Operations	-Funding	2007-2008	-Security system installed
3. Update district-wide incident management system to insure school safety • Conduct table top simulations • Train to debrief critical incidents • Conduct lockdown, shelter in place, and evacuation and relocation drills • Implement flipchart procedures	-Director of Student Services -Incident Management Team -Principal -Staff	-Town-wide services	2006-2007 school year	-Update implementation of system-wide emergency plan and procedures
4. Implement health and nutrition guidelines as determined by school committee policy	-School nurses -Principals -Teachers -Food Services Dept.	-Community understanding of the policy and compliance	2006-2007 school year	-Evidence of alternative ways to celebrate

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	-All Staff			
5. Encourage responsibility and resiliency in children • Work closely with parents to communicate how they can help their children be successful at school • Schedule school assemblies and community service projects that foster student development of responsibility and resiliency	-Principal -All Staff -Students' Families -PTO	-All resources available	2006-2007 school year	-Students helping others, not giving up easily, and taking responsibility for their own actions

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Goal III
General Goal Technology
Objective Increase the use of technology as a tool for teaching, learning, and school/home communication

Focus Area	Person(s) Responsible	Resources Required	Timeline	Evaluation of Success
1. Integrate new technology to enhance teaching and learning	-Director of Technology - ITS* -Staff -Principal	-Professional development -Planning Time	2006-2007 school year	-Increased use of the Internet, the video projector, and digital cameras -Student-created slide shows
2. Expand and maintain the school's web page	-ITS* -PTO -Staff -Principal	-Time	2006-2007 school year	-School information published on the web page
3. Support teacher web page creation	-Director of Technology -Webmaster -ITS* -Principal	-Training to create web pages -Time to keep information current	2006-2007 school year	-New teacher web pages produced -Current information on web pages
4. Make school documents available to families electronically	-ITS* -Staff -Principal	-All resources available	2006-2007 school year	-Increased number of documents available
5. Utilize Connect-Ed to notify parents of important school events and emergencies	-Principal	-All resources available	2006-2007 school year	-Log of Connect-Ed use

*ITS = Instructional Technologist Specialist

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Goal IV
General Goal Physical Plant
Objective To Enhance, Repair, and Maintain the Building to Provide a Safe and Appropriate Learning Environment

Focus Area	Person(s) Responsible	Resources Required	Timeline	Evaluation of Success
1. Install a security system at the front door so that the building is locked and visitors are screened before they enter the building	-Principal -Director of Operations	-Funding	2007-2008	-Security system installed
2. Request funds for the repair and installation of classroom clocks	-Principal -Director of Operations	-Funding	2007-2008	-New clock system installed