

TO: Oak Grove School Board of Education
FROM: Janice Matthews
DATE: June 22, 2009
RE: School Improvement Report for 2008-09

The following is a report of accomplishments on the Oak Grove School Improvement Goals for 2008-09. These Goals were identified by the Administrative Team with input from a parent and staff planning group on September 2008.

I. GOAL AREA: CURRICULUM

I.

- 1) Create primary, intermediate and specials standards based report card.**
The report card development process will be continued into 2009-10. The grading philosophy is completed after discussions with teachers. The grading philosophy will be communicated to parents at the beginning of the 2009-10 school year. The philosophy distinguishes demonstrations of learning from practice and will strive to include the most current learning into cumulative report grades.
- I - 2) Social Studies/Foreign Language.** Teachers are validating common assessments. They will continue to validate in 2009-10.
- I - 3) Reading/ Language Arts** Teachers are validating the curriculum. Benchmarking Bert
- I - 4) Science.** Teachers have been validating the curriculum.
- I - 5) Fine Arts.** Teachers are writing common assessments.
- 1- 6) Math and Media/Technology.** Math, Media and Technology are the newest areas on curriculum cycle. This year the curriculum was written. Teachers have written outcomes and components.

II) COMMUNICATIONS

II.

- 1) Improve internal staff unity and communication through “Unity, Pride, and Spirit” activities and spirit days.**

The Administrators started the school year by presenting the teachers with t-shirts and organized skits on the theme of spirit. The shirts reappeared on monthly spirit days with the students. Book dialogs took place on gender in preparation for the May conference presented by author of Gender Matters, Leonard Sax. Grade/level Communication meetings were held with staff and administration. The staff were treated to refreshments prepared by the "Latte Ladies" in the fall, a spring luncheon, and breakfasts on Institute Days. Faculty meetings were held monthly. A staff survey was conducted in May to gather input from the staff.

II.

- 2) **Improve Communication among all areas of the district by forming a Communications Committee made up of parents, teachers, administrators and board members. Strategies recommended by the committee will be implemented.**

A committee made up of three Board members, three Administrators, nine parents and 13 teachers met monthly from December through May. The main areas the committee chose to work on were: Board Communication, New Family Orientation, and a District Communication Survey.

Three strategies were placed in operation this year including: a "Virtual Backpack" for community flyers; piloting the on-line Oak Grove News; and staff-administration communication meetings. A final report was presented to the Board at the May 18 meeting with findings and suggestions to improve communication. Minutes, Agendas, Committee Membership and the final report can be viewed on the Superintendent Web Page.

III. TECHNOLOGY

III.

- 1) **Provide professional development for staff in the areas of web site development, presentation station, new software, Podcasts and other areas identified by staff.**

The 2008-09 year saw a major technology upgrade with telephones in each classroom, two additional computer labs, a new portable lab dedicated to seventh grade, 40 presentation stations with document cameras and an OS X upgrade with new computers throughout the school. The technology department presented an overview on technology to all of the staff on the first Institute Day in August. Throughout the year, sessions were conducted on use of

the document cameras, setting up web pages, and use of the new software. The technology department incorporated demonstrations of "Tech Tips" into each faculty meeting. The use of the document camera was quickly integrated into the teacher's presentations in the classroom. Mid year additional presentation stations were requested by the teachers. By fall, each teacher will have this technology.

Each administrator asked teachers to write a goal on what they would like to learn in technology over the year.

III.

2) **Write and present to the Board of Education a long term Technology Vision and Plan.**

The Tech Committee met weekly with administration. The Board of Education Programs and Technology Committee reviewed plans on long range vision. Technology coordinator, Jason Meltzer presented the Technology Vision report to the Board May 18, 2009.

IV. SCHOOL ENVIRONMENT

IV.

1) **Design a new junior high playground with the assistance of a Community Playground Committee and PTO and OGSEF funding.**

Our Playground Committee representing the PTO, OGSEF, Board, Administration and noon aides began work in September. A survey was completed to determine parent/staff interest in a playground, funding and volunteer labor. With the assistance of McClure Engineering, plans were completed. Playground equipment was selected. The PTO voted to contribute \$70,000. The Board agreed to contribute \$70,000. The OGSEF used the fundraising slogan of "68 for 68" and has collected over \$20,000. Bids for the playground have been approved and construction is scheduled to take place in the summer for a playground, basketball court, picnic tables, shade, and a walking path.

IV.

- 2) **Research options for room space in the school for a Central Administration Office that will house administrators and assistants.**

The problem with the Superintendent/ Business Office arrangement was that there was no space for the support staff to work within the Superintendent and Business Managers Offices. A plan will be implemented that provides benefits to additional programs. A SEDOL classroom will move to an empty kindergarten classroom to provide handicap accessibility. The Curriculum Director will move to the SEDOL classroom where it will provide space for curriculum meetings. The Business Manager will move to the Curriculum Director's office where there will be a space for two desks and they are close to the purchasing assistant in the elementary office. The Superintendent's secretary will move to the office next to the Superintendent.

IV.

- 3) **Continue to improve the functionality and cleanliness of the physical environment Staffing changes allowed for greater custodial support during the day for floor detail and window washing. As a result the building cleanliness improved. In addition, there were fewer teacher concerns regarding building maintenance.**

V. ASSESSMENT

V.

- 1) **Train Administrative Team through a data retreat to analyze current student academic achievement.**
A two-day administrative data retreat was taught by two outside consultants. The consultants focused on the use of the MAP data. They presented questions that we need to consider regarding the frequency of testing and the use of a data wear house system.

V.

- 2) **Research and recommend implementation of a specific software to house data.** These issues were raised as part of the data retreat. A recommendation was made by the consultants. The issue needs further study.

V.

- 3) **Identify standardized and curriculum based assessments that will be housed on a district data system.** The decisions regarding assessments would be made in concert with the data software decision to best meet the needs of our school data and staff use.

V.

- 4) **Present report to the Board of Education on results of current assessments.** An assessment report was made to the Board in October by the Superintendent and Special Services Director to present ISAT, MAP and other assessment data.

VI. Response to Intervention (RTI)

VI.

- 1) **Write the district Response to Intervention Plan and submit to the State.** The plan was written by our Special Services Director and submitted to the State by the December 2008 deadline.

VI.

- 2) **Develop and plan for RTI district implementation activities (materials, programs, staffing)** Some of the topics for professional development provided for our staff this year included: Curriculum Development, Andy Mahoney "Executive Functioning", Mo Buti "Autistic Spectrum Children", Leonard Sax, "Gender Matters," web site development, discipline meetings, and RTI.

VI.

- 3) **Enhance our school wide student behavior through designing a new K-8 Discipline plan with the newly formed Discipline Committee. Attend PBIS conference.** The Elementary and Jr. High Principal met with staff to development a discipline plan with a matrix of expectations and consequences.

VI.

- 4) **Increase staff and parent awareness of gender difference through book studies and presentation by Leonard Sax, author of Why Gender Matters.** Staff and parents read books by Leonard Sax in preparation for the author's visit to our district. Approximately 250 parents attended the evening meeting. The teachers' survey evaluations indicate that they found the full day seminar with Dr. Sax valuable and see applications to gender differences and learning in their classrooms.

