

# Ralph D. Butler Elementary: School Improvement Plan 2018-2019

## July 2018

<i><b>Mission</b></i>		
Our mission at the Ralph D. Butler Elementary School is to challenge students to strive for excellence in a safe and supportive environment that recognizes and appreciates each person's uniqueness and ability for success. We value academic achievement and good citizenship, as well as the social, emotional, and physical well-being of all members of the school community.		
<i><b>Vision</b></i>		
The Ralph D. Butler Elementary School will be a place where all students will learn and grow academically as thoughtful and considerate members of the community. The administration will strive to maintain a positive learning environment that is safe, supportive, and appreciative of everyone's differences. Teachers will challenge students academically while helping them to develop and maintain positive attitudes about themselves and learning. Students will be encouraged to give their best effort in all areas and practice self-discipline, respect, and consideration for others. Parents and community members will be welcomed into the school and will collaborate with the staff in order to provide the best possible learning opportunities for our students. The school itself will be well maintained, appealing, and an inviting learning environment where safety and security will prevail.		
<i><b>Avon Public Schools Core Values</b></i>		
<ul style="list-style-type: none"> <li>• All students are capable of learning.</li> <li>• Students have different learning needs and styles.</li> <li>• All students are entitled to an excellent education.</li> <li>• All members of the school community should be held to the highest performance standards.</li> <li>• Education should be a shared responsibility among students, family, school, and community.</li> <li>• All students should be responsible for their actions.</li> <li>• Diversity enriches our lives.</li> <li>• Students and staff have a right to a safe, healthy, and well maintained learning environment.</li> <li>• Technology is an effective instructional tool.</li> <li>• Understanding and positioning to compete in a global society is critical.</li> </ul>		
<i><b>Theory of Action</b></i>		
<p style="text-align: center;">If we.....</p> <p style="text-align: center;">develop a clear and consistent curriculum actively address the social-emotional growth of students strengthen relationships with Butler families</p> <p style="text-align: center;">Then students will.....</p> <p style="text-align: center;">be thoughtful and considerate members of the community</p>		
<i><b>Strategic Objectives and Initiatives</b></i>		
<b>1. Curriculum and Instruction</b>	<b>2. Safe and Secure Schools</b>	<b>3. School and Community Culture</b>
Write a comprehensive ELA curriculum for Grades PK-6	Train and practice safety protocols with all staff and students	Develop more consistent and varied ways to build relationships with Butler families
Initiate and begin writing Math and Science curriculum for Grades PK-6	Implement tiered social-emotional supports for Butler students	Increase collaboration and build trust with staff to strengthen school culture
Refine and expand the existing RTI (Response to Intervention) process		

## *Outcomes*

### 1. Curriculum and Instruction

- a. ELA curriculum at all grade levels (PK-6) aligned to Massachusetts curriculum standards will be completed by the end of the 2019 school year.
  - i. Curriculum will be in a format that is easily accessible to all teaching staff (Shared Docs) by September 2018.
  - ii. All curriculum documents will use the same format for consistency beginning in September 2018.
- b. Math and Science curriculum at all grade levels (PK-6) will be initiated by the end of the 2019 school year.
  - i. Curriculum document formats will be developed and accessible to all teaching staff (Shared Docs) by October of 2018
  - ii. Teachers will begin entering topics and objectives for each math module beginning in October 2018.
  - iii. Science standards will be updated on report cards for K-6 by November 2018.
  - iv. Science curriculum documents will be updated with current Next Generation standards by February 2019.
  - v. Focus group will be formed to investigate new science program by March 2019.
- c. The existing RTI process will be refined and expanded for the 2018-2019 school year to ensure consistency.
  - i. All classroom teachers will consistently use the existing RTI tracking sheets beginning in October 2018.
  - ii. RTI meetings will happen at a minimum of once every 6 weeks beginning in October 2018.
  - iii. At least two measures for math will be added to the RTI tracking document by September 2018.
  - iv. The RTI team will create a standing meeting time for teachers to bring forth students with behavioral concerns beginning in November 2018.

### 2. Safe and Secure Schools

- a. All staff will complete ALICE (alert, lockdown, inform, counter, evacuate) protocols for the 2018-2019 school year
  - i. Individual online modules will be completed in September 2018.
  - ii. Safety drill will be conducted at least twice a year (September 2018/October 2018 and March 2019). October and March drills will include students.
  - iii. Safety procedures will be clearly delineated in a comprehensive document and communicated to staff by November 2018.
- b. A school-wide tier one behavior initiative will be implemented beginning in the 2018-2019 school year.
  - i. A set of consistent rules and common language will be communicated with staff/students and used throughout the building beginning in September 2018.
  - ii. A school-wide set of incentives will be developed based on weekly data collected by classroom teachers beginning in September of 2018.
  - iii. A social-emotional component will be added to the RTI process in the form of a standing meeting time for teachers to bring forth a student with behavior concerns by November 2018.

### 3. School and Community Culture

- a. Relationships with Butler families will be strengthened through increased communication
  - i. More consistent information will be posted on Dojo and updated on the website beginning in September of 2018.
  - ii. Additional opportunities for family involvement will be available throughout the 2018-2019 school year.
  - iii. The existing relationship with the Butler ASA will be expanded throughout the 2018-2019 school year.
- b. Initiatives for the 2018-2019 school year will be implemented to increase trust staff-to-staff and staff-to-administration
  - i. School culture surveys will be conducted to measure levels of trust in September 2018 and June 2019.
  - ii. Grade level common planning times will be utilized to collaborate and give peer feedback beginning in December of 2018.

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| iii. | Teacher Leadership team will collaborate with administration to refine and implement pineapple walks beginning in October of 2018. |
| iv.  | Frequent and informal observations by administration will be accompanied by teacher feedback beginning in September of 2018.       |

<b><i>School Council Members</i></b>
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Sarah Shaw - Principal Kathleen Finkle - Parent Michelle McLaughlin - Parent Jennifer Williams - Faculty Member Peter Violet - Faculty Member
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