## **Vincent Massey Elementary**

# **School Improvement Plan**



2015-2016

### Our Mission



Our mission as a school community is to provide challenging learning experiences for all which promote collaboration, creativity and develop critical thinking skills.

We do this by creating a safe supportive learning environment where learners can take risks. We do this so that we all become responsible for our own learning and feel valued.

#### Our Vision

Share, Grow, Succeed

## We Value ...

Diversity, Inclusion (UDL), Teaming, Community and parent involvement, Support all around, Collaboration, Student leadership, Snack program, Knowing everyone, Team meetings, Peer Helping, Peer Tutoring, SJDA Co-op, Homework lunch, Volunteers, SMART Class, Enrichment Clusters, Technology, Extras like drama, chess, choir....., Leadership Class, Home & School Committee, Students, Partnerships (Sunbury Shores, Library...), Recognition Assemblies, Supportive colleagues, Enrichment, PE everyday, Our playground and much much more....

### **Absolute VMES Commitments**

	Co	mmitments		Strategies			
1. We will be	1. We will be guided by our mission statement.  Progress Monitoring  Nov Mar June			<ul> <li>✓ Our mission statement and vision will be revisited at every staff meeting.</li> <li>✓ We will ensure support/intervention for all students with the resources available. We will recognize and build upon students' strengths and provide support for learning challenges.</li> <li>✓ We will develop a skill set for each student to work cooperatively and independently through the 7 habits, daily 5 and WITS.</li> <li>✓ To ensure a safe environment there must be an awareness of all the medical concerns in the school.</li> </ul>			
2. We will follow our norms to ensure productive team meetings.				<ul> <li>Meetings start and end on time.</li> <li>Meetings are guided by our agenda.</li> <li>We will come prepared.</li> <li>Board in staff room provides a medium for communication. An agenda that</li> </ul>			
Nov Mar June			includes team meeting place will be sent out in advance.				
3. Learning to parents.  Progress Moni	-			<ul> <li>Learning outcomes are included monthly parent calendars.</li> <li>Math &amp; Literacy goals are referred to in teacher lesson plans.</li> <li>Daily learning goals are written on the board and referred to throughout the lesson.</li> </ul>			
Nov	ttoring	Mar	June	<ul> <li>Learning is summarized at the end of each lesson.</li> <li>Regular communication with parents including, for example, weekly information letters, regular Talk Mails</li> </ul>			
4. Evidence of behavior.	f clear and	consistent exp	ectations for student	<ul> <li>Our SMART Motto, Playground Expectations, Hallway &amp; Cafeteria Expectations, Communication Binder, and Pyramid of intervention for behavior are communicated to our parents and students. Goal is to review as needed.</li> <li>Behaviours will be modeled in the hallways</li> </ul>			
Progress Monitoring				Supply teachers will not be asked to supervise students during unstructured times.			
Nov				<ul> <li>A consistent playground and cafeteria supervisor is the norm.</li> <li>Playground Pals will assist with ensuring playground expectations are met.</li> <li>Positive Office referrals will be distributed as frequently as possible.</li> <li>Individual classroom norm goals will be collaboratively developed, posted and revisited on a regular basis.</li> </ul>			

5. We will use co standards whe		_	e <b>.</b>	<ul> <li>✓ The rubrics will be used for assessment and goal setting purposes for each grade level.</li> <li>✓ The rubrics will be discussed and referenced on a regular basis during team meetings.</li> </ul>		
Progress Monitor	ring					
Nov	Mar	June				
6. We will use data to guide our decision making.				Follow-up discussion and intervention strategies based upon the results will be discussed at team meetings.		
Progress Monitoring				Progress monitoring will be explored and discussed at team meetings.		
Nov Mar June		June				
7. We will provide enrichment opportunities for our students.				SJDA/VMES partnerships, Project Based Learning opportunities, SMART Cla Musical, Choir, Sunbury Shores, Sports: cross-country, track and field, curling baseball, Go for 42, Chess, Student lead clubs, Guided Reading & Math Flexib		
Progress Monitor	ring			Groupings, Enrichment Clusters, etc		
Nov	M	Mar June				
8. Homework exp		are clear. A	 support system for	<ul> <li>Homework policy is detailed in the agenda.</li> <li>Homework policy is followed by all teachers.</li> <li>Homework lunch program is utilized and consistent expectations followed.</li> </ul>		
Progress Monitor	ring			After school tutoring club supervised by SJDA students (once a week).		
Nov Mar June		June	<ul> <li>Homework expectations, including instructions, are detailed on each home assignment.</li> <li>For classes using monthly homework there will be mid-month or weekly checkins</li> </ul>			
9. We will develop leadership qualities and opportunities for our students.			and opportunities for	<ul> <li>Weekly Leadership classes will focus on one of the 7 Healthy Habits for Happy Kids.</li> <li>Teach cooperation, independence</li> </ul>		
<b>Progress Monite</b>	ori <mark>ng</mark>			WITS		
Nov		Mar	June			

### **School Improvement Plan Goals for 2015-2016**

(1) Goal: To implement school wide anti-bullying strategies and language (aligns with district policy 4 – To provide opportunities for staff to learn about mental health issues in children and youth and to promote school and district wide initiatives that promote mental fitness)

Ongoing		New 2015-16
• WITS program (RCMP, Debby L, SJDA)	Bully Box	WITs community leaders from SJDA
Common Language	<ul> <li>Communicate with parents</li> </ul>	Parent education program
Tracking form Anti-Bullying	<ul> <li>Wellness team/activities</li> </ul>	New books and resources
• Teacher expectations (hallway, playground,	<ul> <li>Girls Circle</li> </ul>	More community leaders (Home & School)
class norms, café)	<ul> <li>SMART</li> </ul>	Mindful Mondays
Tattling vs. telling	<ul> <li>Celebrating Diversity</li> </ul>	Guidance
Playground pals	• 7 Habits	Mind Up

(2) Goal: To have an effective process for providing parents with feedback on <u>student</u> progress (aligns with district policy 3 – To strengthen engagement of families and foster community partnerships)

Ongoing	New 2015-2016
<ul> <li>K-2 parent meeting in September to communicate expectations</li> <li>Rubrics sent home for parents</li> <li>Weekly communications</li> <li>Webpage communications</li> <li>Talk Mail</li> <li>Monthly homework/weekly check-in</li> <li>Agendas</li> <li>Phone calls (positive)</li> <li>Rubrics sample with reports cards</li> <li>On-going parent meetings</li> <li>SEPs go home with a case conference for each student with an SEP.</li> </ul>	New 2015-2016  Synervoice for parent engagement Kindergarten Weekly Progress Report K-2 Site words list progress weekly? School wide rubrics to report achievement  K-2  Guided Reading Weekly Weekly & monthly homework Math Unit Assessment 9 4-6 weeks)  3-5  Grades 3-5 Weekly math check ups Math Unit Assessment Reading Comprehension bi weekly

### (3) Goal: To increase attendance rate and decrease tardiness.

Ongoing	New
	Celebrations for the whole school- assemblies
Welcome each student at the door.	
	End of day reflection- share something positive about your day.
Welcome class- Glad to see you all here today. We are going to have a great day.	Celebrate attendance or on time days randomly with a song & dance.
Praise/acknowledge individual students (Glad you are here, we missed you ,)	Plan "on time" days ( similar to no trash days)
	Provide a class award
Praise for being on time.	Enjoyable task first thing in the morning
Call home after 5 days absent. Letter home at 10.	Add an insert to school report cards in Nov. with celebrations and
Case conferences determined at ESST based on attendance.	factoids.
	Add individual student notes to send a personalized message on how glad we are to see them.
	Anaylze patterns for absences (Ex. Call home on Sunday if absent on Mondays)
	New attendance teacher tracking through excel.

(4) Goal: To provide professional learning in the area of mental health that can be used for our own well being and applied to the classroom environment.

On- going	New
	Invite Carmen Mehan to speak to staff on mental wellness for adults.
	Oct. 20 EA's will share the strategies they use with individual students with teachers to use with the whole class.  Kurt will share how to incorporate yoga into the class as a mental fitness break.
	Lesley will get Heart Math working and share with staff to use with individual students or whole class.
	Tammy Surette and Allison will share zones of regulation curriculum that can be used with a whole class.
	Angela Keetch & Erin Tweedy will be invited to share strategies for reducing anxiety that can be used with students.
	Healthy eating starting from the ground up, composting and healthy foods project.

(5) Goal: Using all available resources to ensure progress and success of our students toward provincial targets in literacy, numeracy and science (3-5) (aligns with district policy 1 – To demonstrate continuous progress toward Provincial targets in literacy, numeracy and science).

The math and literacy goals are broken into the following SMART goals:

Kindergarten Literacy and Mathematics Goals SMART Goal			Strategies	Assessment Tools	Professional Development	Technology Planning
80% of all students will be reading at independent B or C in June.			-Focus on phonological awarenessJolly Phonics/word work -Focus on Letters, Sounds and High	-Reading Records -Oral assessment & conferencing -Biweekly/Weekly progress reports on	Team Planning	Smart board Computers
Nov	Nov Mar June		Frequency WordsGuided Pre-Reading groupsGuided Reading after ChristmasShared writing -Leveled books home weekly	learning goals sent home to parents		
% Reading	% Reading	% Reading	-Reading eggs -Literacy Support			
	80% of all students will meet writing standards in June.		-Word Wall (no excuse words) -Inter-curricular writing -Use of ABC Boom	-Demand piece of writing with team assessing using common rubric -Individual conferencing	District Literacy personnel to do workshop.	
Nov	<u>Mar</u>	<u>June</u>	-Writing Rubric -Writers Workshop -Writing Continuum -Editing Checklist	-Observation -Self assessment	Team Planning	
80% of students will know how to count and create sets to 10 (recognize numerals to 10 and use symbols to represent).  Nov Mar June		10 10 and use	-50%+ of math time to be spent on numeracyGames -Use of Manipulatives -Instructional practices based on problem solving.	-Conferencing checklists -Observation	Guided Math book study	Smart board Student laptops

Grade One Lite	eracy and Mathe	matics Goals				
SMART Goal			Strategies	Assessment Tools	Professional Development	Technology Planning
Currently 89% of students are reading at grade level. Our goal is to have 88% of students reading at AD or above in June.  Nov Mar June			-Whole class reading strategies -Guided Reading -Comprehension, Fluency and Sight Word Recognition -Word work/phonics -levelled books sent home daily -reading eggs -ELF	-Reading records -Observations -Conferencing -Oral and written assessment of high frequency word recognition	Team Planning	Smart board Computers
Goal is to have	Currently 85 % writing at grade level. Goal is to have 85 % of students writing at AD or above in June.		-Word work, Mini Grammar Lessons -Use a common writing rubric that are sent home to parents and given to studentsWriting workshop (Lucy Calkins)	-Writing rubrics -Word strategies are applied correctly in daily writing -Demand piece of writing to be assessed by team	District mentor to do a workshop on writing workshops.	
<u>Nov</u>	<u>Mar</u>	<u>June</u>	-making words -Writing Continuum -Editing Checklist	-no excuse words in context		
addition & su	85% of students will obtain mastery of addition & subtraction facts to 10 (magic numbers)  Nov Mar June		-50%+ time spent on numeracy/operations -Daily Math facts warm up/practice. -Use of manipulatives -Instructional strategies introduced with a problem to solve.	-Checklists -Timed Math Facts -Conferencing -SWYK with pictures/words -Extra math	-team planning -Guided Math book study	
			-mad minutes -Guided Math			
85% of students will be able to demonstrate an understanding of the relationship between +/			-fact families -ten frames	-Written assessments -Observation -Mini-Conferencing	- team planning	
Nov	<u>Mar</u>	<u>June</u>				

Grade Two Liter	racy and Mathemat	tics Goals				
SMART Goal			Strategies	Assessment Tools	Professional Development	Technology Planning
Currently 78% of students are reading at or above grade level. Our goal is to have 85% of students reading at AA or above.			-Whole Class Reading Strategies -Guided Reading -Reading Eggs -ELF support/tutoring	-Reading Records -Oral assessment -Conferencing	Team Planning	iPod IPad Laptops
NOV	Nov Mar June		-Literacy Support			
above grade le	Currently 100% of students are writing at or above grade level. Our goal is to have 89 % of students writing at or above grade level by June.		-Use of the writing continuum -Conference -Writing workshop	-Demand piece of writing samples shared at team meetings to be assessed collaboratively	Writers workshop with Lisa	Laptops Ipod Ipad
Nov	Mar	<u>June</u>	-Literacy Support	-Use writing rubric to assess		
	its will obtain ma ubtraction facts	•	-Majority of math time spent on numeracy/operations -Daily facts practice.	-Timed Math Facts Check-up weekly -Differentiated Assessment		SMART Lessons using SMART Board.
Nov	<u>Mar</u>	<u>June</u>	-Differentiated Instruction -Xtra math -Mathletics	Differentiated 11536555inolic		Dould.
85% of students will be able to model numbers to 2 places.			-Use of manipulative & concretely -Race to 50 and 100, games6 ways to write a number	-Individual Conferencing -Observation -Mini-conferencing		
Nov	<u>Mar</u>	<u>June</u>	-anchor charts	(formative) -Checklists -Math Check-ups		

	Grade Three Literacy and Mathematics Goals						
SMART G	SMART Goal		Strategies	Assessment Tools	Professional Development	Technology Planning	
In Sept. 83% of students are reading at or above grade level. Our goal is to have 89% of students reading at grade level.			-Daily 5 -Whole class reading strategies -Guided Reading - Comprehension, Fluency & Sight Word Recognition	Running records  Observations Conferencing  Oral and written assessment of high frequency	Daily 5 Workshop	iPod Touch Individual on Word Q	
<u>Nov</u> 87.5%			-Individual Conferencing -Computer Strategies -Stars -Reading Eggs -Guided Instruction	word recognition. AIMSweb™ Cars Reading & Viewing rubric			
are writing above. O	Currently 75% of students are writing at grade level or above. Our goal is to have 79% of students writing at or above grade level by June.  Nov Mar June		Daily 5 Inter curricular writing Word work, Mini Grammar Lessons Use of common writing rubrics that are sent home to parents and given to students. Individual Conferencing Writing continuum	Writing rubrics Co constructing criteria Word strategies are applied correctly in daily writing Word work assessment Demand piece of writing to be assessed by team ( each term) Writing continuum	Daily 5 Workshop  Team Management for common planning, group marking, etc.	iPod Touch Individual on Word Q	
90% of students will be able to multiply facts up to 5×5.			Multiplication Drills Strategy Intervention Daily practice	Weekly Assessment Xtra math Mathletics Unit assessments	**Incorporate Technology: Senteos, EPGY, Geo caching	iPod Touch Smart board Drills	
Nov	<u>Mar</u>	<u>June</u>					

Grade Four Li	teracy and Math	ematics Goals				
SMART Goal			Strategies	Assessment Tools	Professional Development	Technology Planning
83 % of students were reading at or above grade level (there was no provincial assessment). Our goal is to have 84% reading at or above grade level at the end of June.    Nov.   Mar.   June			Daily 5 Whole class strategies Guided instruction Individual conferencing Reading Eggs STARS	Provincial Standards CAMET Kit Benchmark System CARS Reading and viewing rubric	CAFE	Raz-Kids R. Eggs Reading A-Z
or above gra provincial as have 73% at end of June.	7% of grade 4 students are writing at r above grade level ( there was no rovincial assessment). Our goal is to ave 73% at or above grade level by the nd of June.		Daily 5 Differentiated Instruction Inter curricular writing Writing mini lesson Writing continuum Writing criteria	Demand piece every 3 months.  VMES writing rubric  Writing continuum  Co constructing criteria		Laptops
83 % of grappropriate 3. Our goal	Nov. Mar. June  83 % of grade 4 students were appropriate in math at the end of Grade 3. Our goal is to increase this to 84% on a similar end of Grade 4 Assessment  Nov. Mar. June		-Differentiated Instruction -Math assessment results communicated to parents	-Focus on problem solving strategiesCommon Facts Assessmentxtramath -Mathletics -Chunked Assessment	Professional readings	iPod touch SMART Board
80% of students will be able to add and subtract whole numbers to 10 000 by end of year.  Nov. Mar. June		Guided math	Check-ups Unit assessments			

84% of all st	udents know th	neir	-Friday Check Ups	Weekly timed assessment (mad minute).	Laptops
multiplication facts to 9 x 9 by end of			Xtra Math, Mathletics		
year.	year.		-Small group Math		
Nov.	Mar. June		-Mental Math		

Grade Five Literacy and Mathematics Goals						
SMART Goal			Strategies	Assessment Tools	Professional Development	Technology Planning
Currently 68 % of students are assessed at a reading comprehension level of appropriate or above. Our goal is to keep this at 88% at the end of Jan.  Nov Mar June			Literacy Circles -CAMET -Explicit instruction in reading strategies using:  a) STARS b) Achievement Standards document and different levels of reading ( literal, inferential, critical/evaluative) -whole class reading Guided instruction	-CAMET -Reading responses	District Literacy Specialist	Smart board iPod Touch
Currently 78% are writing at an appropriate or above performance level. Our goal is to keep this the same - 82%.			-Improving organization skills in writing – intro / conc.; paragraphing -writing continuum	-Writing assignments using rubrics based on the Standards Document -writing continuum	District Literacy Specialist	Smart board
Nov.	<u>Mar.</u>	<u>June</u>				
67% of students entered grade 5 knew their multiplication and division tables to 9X9. Goal is to have 100%.			-Differentiated instructionLeveled, mixed age groups for problem solving. (Friday) -Math assessment results communicated to parents	Weekly assessments Mathletics  Xtra Math Common Assessment		Use of SMART Board tools
Nov.	Mar.	<u>June</u>	-RTI Friday			
at approp	students are priate in ma oal is to kee 1%.  Mar.	th or	-Individual goal setting to ensure mastery in essential outcomesDifferentiated instructionLeveled, mixed age groups for problem solving. (Friday) -Math assessment results communicated to parentsRTI Monday	-Weekly Check-Ups -Daily problems -Twice weekly mental math -Monthly unit assessments that include goals and a pre and post student reflection including a goal setting component involving the student/teacher/parentCollaboratively developed problem solving rubricChunked Assessment -Xtramath & Mathletics	Prime Resource PD Thrice yearly District PD Collaboration on weekly problems	Use of SMART Board tools