



ST. STEPHEN ELEMENTARY SCHOOL

Our Vision:

St. Stephen Elementary School ensures, enriches and celebrates the learning and growth of everyone towards becoming responsible global citizens.

Our Mission:

Collaboratively, we will promote academic excellence through authentic experiences and foster personal growth in a safe and happy community.

ST. STEPHEN ELEMENTARY SCHOOL

School Improvement Plan

2016-2017



SSES School Improvement Plan

Curriculum Delivery

Target Area: Student Achievement in writing and reading comprehension

Goal: By the end of June 2017, the following percentages of students at Grade Levels K-5, will have achieved Appropriate Achievement or above in **Reading and Viewing**, as reported on their June Report Card: Grade K: To be determined from results of November reporting period, Grade 1: 85%, Grade 2: 50%, Grade 3: 70%, Grade 4: FI-92% E-60%, Grade 5: FI-72% E-100%

Grade Specific Goals	Strategies	Success Indicators	Responsibility
Kindergarten June Goal: TBD AA and above: +2% of November Report Card AA and above -75%	-Phonemic Awareness Program -Phonological Awareness Assessment -Use the CAFE to set personal goals for reading -Greater focus on High Frequency Words beginning in September -Begin 'Intervention Focus Groups' in October	Nov. N/A students are expected to recognize 12+/26 letters and 12+/26 sounds to achieve AA and above	Classroom Teachers EST-Resource EST-Literacy EAs Kindergarten Support Workers
		Mar. To be determined from results of November reporting period 76% of students will achieve AA and above on March report cards TBD% of students will read 22/55 HFW	
		June 77% of students will achieve AA and above on June report cards Personal goals will posted on the CAFE menu	
Grade 1 June 2016 Current Reality: AA and above -83% Goal: AA and above +2%	-CAFÉ -Daily 5 -Guided Reading Groups -Students set personal goals - Begin 'Intervention Focus Groups' in October	Nov. 83% of students will achieve AA and above on November report cards	Classroom Teachers EST-Resource EST-Literacy EAs
		Mar. 84% of students will achieve AA and above on March report cards	
		June 85% of students will achieve AA and above on June report cards	
Grade 2 June 2016 Current Reality: AA and above -48% Goal: AA and above +2%	- Daily 5/CAFÉ – set personal reading goals -Guided Reading/Strategy Groups (flexible) -Retell Organizer -Begin 'Intervention Focus Groups' in October	Nov. 48% of students will achieve AA and above on November report cards	Classroom Teachers EST-Resource EST-Literacy EAs
		Mar. 49% of students will achieve AA and above on March report cards	
		June 50% of students will achieve AA and above on June report cards	

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<p>Grade 3 June 2016 Current Reality: AA and above -68% Goal: AA and above+2-%</p>	<p>-Daily 3 – goal setting -Café – English Classes -Daily Reading -Flexible Grouping for Guided Reading -Embedded Intervention Groups</p>	<p>Nov. 68%of students will achieve AA and above on November report cards</p>	<p>Classroom Teachers EST-Resource EST-Literacy EAs</p>
		<p>Mar. 69% of students will achieve AA and above on March report cards</p>	
		<p>June 70% of students will achieve AA and above on June report cards</p>	
<p>Grade 4 June 2016 Current Reality: (FI)AA and above -90% (E) AA and above - 58% Goal: AA and above+2%</p>	<p>-Cafe/Daily 3 (read to self/read to someone) -Higher order questioning (ex. STARS\CARS) –Reading records to monitor growth at regular intervals (3 times a year) to determine groups for café and students’ individual café goals. -Guided Reading</p>	<p>Nov. FI 90% E 58% of students will achieve AA and above on November report cards</p>	<p>Classroom Teachers EST-Resource EST-Literacy EAs</p>
		<p>Mar. FI 91% E 59% of students will achieve AA and above on March report cards</p>	
		<p>June FI 92% E 60% of students will achieve AA and above on June report cards</p>	
<p>Grade 5 June 2016 Current Reality: (FI) AA and above -72% (E)AA and above -100% Goal: AA and above+2%</p>	<p>-Café/Daily 3 and 4 (read to self/read to someone) -Flexible reading groups (guided/strategies) -Embedded Intervention Groups</p>	<p>Nov. FI 72% E 100% of students will achieve AA and above on November report cards</p>	<p>Classroom Teachers EST-Resource EST-Literacy EAs</p>
		<p>Mar. FI 73% E 100% of students will achieve AA and above on March report cards</p>	
		<p>June FI 74% E 100% of students will achieve AA and above on June report cards</p>	



SSES School Improvement Plan

Curriculum Delivery

Target Area: Student Achievement in *writing* and reading comprehension

Goal: By the end of June 2017, the following percentages of students, at Grade Levels K-5, will have achieved Appropriate Achievement or above in **Writing and Representing**, as reported on their June Report Card: Grade K: To be determined from results of November reporting period, Grade 1: 80%, Grade 2: 67%, Grade 3: 58%, Grade 4: FI-89% E-65%, Grade 5: FI-93 % E-75%

Grade Specific Goals	Strategies	Success Indicators	Responsibility
Kindergarten June Goal: TBD AA and above: +2% of November Report Card AA and above -84%	-mastery of High Frequency Words -personal goals are determined by monthly writing samples based on exemplars - Collaborative team marking using rubric 3X per year -Use writing continuum to set personal goals	Nov. N/A Students are expected to reach stage 4 on the writing continuum to achieve AA and above	Classroom Teachers EST-Resource EST-Literacy EAs Kindergarten Support Workers
		Mar. To be determined from results of November reporting period 85% of students will achieve AA and above on March report cards	
		June 86% of students will achieve AA and above on June report cards	
Grade 1 June 2016 Current Reality: AA and above -78% Goal: AA and above +2%	-post and follow <i>I can...</i> statements -create strategy groups -collaborative grade level team marking sessions -4 Square Writing Resource -Use writing continuum to set personal goals	Nov. 78% of students will achieve AA and above on November report cards	Classroom Teachers EST-Resource EST-Literacy EAs
		Mar. 79% of students will achieve AA and above on March report cards	
		June 80% of students will achieve AA and above on June report cards	
Grade 2 June 2016 Current Reality: AA and above 65% Goal: AA and above +2%	-Collaborative team marking using rubrics (3 times a year) -Use the 4-square writing model with collaborative modeled writing lessons monthly -Daily 5 – will include a mini-modeled writing lesson and Work on Writing time -Use VOICES and writing continuum to set personal goals	Nov. 65% of students will achieve AA and above on November report cards	Classroom Teachers EST-Resource EST-Literacy EAs
		Mar. 66% of students will achieve AA and above on March report cards	
		June 67% of students will achieve AA and above on June report cards	

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	- 'Intervention Focus Groups'		
Grade 3 June 2016 Current Reality: AA and above -56% Goal: AA and above+2%	-Daily 3 -Use the 4-Square Writing Model -Conferencing with students -Collaborative team marking using rubric -Use VOICES to set personal goals	Nov. 56% of students will achieve AA and above on November report cards	Classroom Teachers EST-Resource EST-Literacy EAs
		Mar. 57% of students will achieve AA and above on March report cards	
		June 59% of students will achieve AA and above on June report cards	
Grade 4 June 2016 Current Reality: (FI)AA and above -87% (E) AA and above - 63% Goal: AA and above+2%	-Commit to 90 minutes of literacy - Daily 3 – will include a mini modeled writing lesson and Work on Writing time -Use the 4-square writing model with collaborative modeled writing lessons - Collaborative team marking using rubrics (3 times a year)	Nov. (FI) 87% (E) 63 %of students will achieve AA and above on November report cards	Classroom Teachers EST-Resource EST-Literacy EAs
		Mar. (FI) 88% (E) 64% of students will achieve AA and above on March report cards	
		June (FI) 89% (E) 65% of students will achieve AA and above on June report cards	
Grade 5 June 2016 Current Reality: (FI)AA and above -91% (E) AA and above - 73% Goal: AA and above+2%	-Café/Daily 3/4 with mini lessons in reading, writing and word work -Collaborate in marking twice a year -Use the 4-square modeled writing	Nov. (FI) 91% (E) 73% of students will achieve AA and above on November report cards	Classroom Teachers EST-Resource EST-Literacy EAs
		Mar. (FI) 92% (E) 74% of students will achieve AA and above on March report cards	
		June (FI) 93% (E) 75% of students will achieve AA and above on June report cards	



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Curriculum Delivery

Target Area: Student Achievement in number and operations

Goal: By the end of June 2017, the following percentages of students, at Grade Levels K-5, will have achieved Appropriate Achievement or above in the **Numbers and Operations** Strand of Mathematics, as reported on their June Report Card: Grade K: To be determined from results of November reporting period, Grade 1: 92%, Grade 2: 81%, Grade 3: 85%, Grade 4: 81%, Grade 5: 78%

Grade Specific Goals	Strategies	Success Indicators	Responsibility
Kindergarten June Goal: TBD AA and above: +2% of November Report Card AA and above -86%	-Formative and Summative Assessments -Use Daily 5 Math -Increase Mental Math practices -Intervention Focus Groups	Nov. N/A (The fall focus is 'Patterning')	Classroom Teachers EST-Resource EST-Numeracy EAs Kindergarten Support Workers
		Mar. To be determined from results of November reporting period 87% of students will achieve AA and above on March report cards	
		June 88% of students will achieve AA and above on June report cards	
Grade 1 June 2016 Current Reality: AA and above -90% Goal: AA and above +2%	-Use Key Skills Assessments to identify students and drive instruction -Math Pyramid (Mental Math Facts) -Daily 3 -Intervention Focus Groups	Nov. 90% of students will achieve AA and above on November report cards	Classroom Teachers EST-Resource EST-Numeracy EAs
		Mar. 91% of students will achieve AA and above on March report cards	
		June 92% of students will achieve AA and above on June report cards	
Grade 2 June 2016 Current Reality: AA and above -79% Goal: AA and above +2%	-formative and summative assessments -Readiness Assessment to identify students and drive instruction (Grade one and Grade two) -Intervention groups based on Readiness results	Nov. 79% of students will achieve AA and above on November report cards	Classroom Teachers EST-Resource EST-Numeracy EAs
		Mar. 80% of students will achieve AA and above on March report cards	
		June 81% of students will achieve AA and above on June report cards	

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<p>Grade 3</p> <p>June 2016 Current Reality: AA and above -83%</p> <p>Goal: AA and above +2%</p>	<ul style="list-style-type: none"> -*Minute Math for Facts (Math Pyramid) -Letter to Parents about Concepts being Taught -Intervention/Enrichment built into schedule -Use grade level team time to focus on Math and assess variables and determine next steps -Key Skills Assessment (Grade Two and Grade Three) -Formative and Summative Assessments 	<p>Nov. 83% of students will achieve AA and above on November report cards</p>	<p>Classroom Teachers</p> <p>EST-Resource</p> <p>EAs</p>
		<p>Mar. 84% of students will achieve AA and above on March report cards</p>	
		<p>June 85% of students will achieve AA and above on June report cards</p>	
<p>Grade 4</p> <p>June 2016 Current Reality: AA and above -79%</p> <p>Goal: AA and above +2%</p>	<ul style="list-style-type: none"> -Guided Math (using Formative and Summative Assessments to determine groups) -Math Fact Pyramid -By-weekly checkups -Parent letters to inform of progress -EST-Numeracy intervention Support 	<p>Nov. 79% of students will achieve AA and above on November report cards</p>	<p>Classroom Teachers</p> <p>EST-Resource</p> <p>EST-Numeracy</p> <p>EAs</p>
		<p>Mar. 80% of students will achieve AA and above on March report cards</p>	
		<p>June 81% of students will achieve AA and above on June report cards</p>	
<p>Grade 5</p> <p>June 2016 Current Reality: AA and above -76%</p> <p>Goal: AA and above +2%</p>	<ul style="list-style-type: none"> -Weekly common checks to determine math groups -Formative and Summative Assessments -Parent letters to inform of progress -EST-Numeracy Team Support 	<p>Nov. 76% of students will achieve AA and above on November report cards</p>	<p>Classroom Teachers</p> <p>EST-Resource</p> <p>EST-Numeracy</p> <p>EAs</p>
		<p>Mar. 77% of students will achieve AA and above on March report cards</p>	
		<p>June 78% of students will achieve AA and above on June report cards</p>	



SSES School Improvement Plan

Positive Learning Environment

Target Area: Initiatives that promote sustaining a Positive Learning and Working Environmental Education and initiatives that promote positive mental fitness in children

Goals: By the end of June 2017, 100% of students in Grade Kindergarten to Grade Five will have been involved in initiatives that reflect Positive Learning and Work Environment

By the end of June 2017, students and staff will have opportunities to learn more about anxiety and developed strategies to promote positive mental fitness

Goals	Strategies	Success Indicators	Responsibility
By the end of June 2017, 100% of students in Grade Kindergarten to Grade Five will have been involved in initiatives that reflect Positive Learning and Work Environment	School-Wide Initiatives: -Classroom teachers will survey primary students about student job ideas -Guidance counsellor will survey intermediate students about student job ideas -Send yellow 'positive referral forms' home with students to inform families of positive behaviours at school -Update the School Recognition Wall on a monthly basis -Continue a tracking system for students participation for clubs and jobs -Continue 'House' teams with a focus on team building. - <i>The 7 Habits of Happy Kids</i> will be taught in large group to grades K-2 (stories) and 3-5 (lessons).	November: -Classroom teachers and Guidance counsellor will have administered surveys by the end of November -Yellow forms will be sent home following each monthly assembly (this will be a student job) -Club survey will be administered to teachers by the end of November -House Teams concept will be implemented -Teachers will have a tracking system for student participation -survey teachers about the success of the 'House Teams'	Classroom Teachers Guidance Counsellor Students Community Schools Coordinator PLEP Committee PLEP Committee PLEP Committee
		January : -Regular updates of the "Recognition Wall"	Classroom Teachers

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Parent Communication and Involvement

Target Area: Continuous fostering of partnerships with families and communities

Goal: By the end of June 2017, we will have created occasions for family and community involvement within the school environment

Strategies	Success Indicators	Responsibility
<p>School-Wide Initiatives:</p> <ul style="list-style-type: none"> -Continue with and make necessary changes to the plan that combined both the Welcome Back BBQ and Parent Information Night into a one night Open House Information Night to be implemented in August/September 2017 -Maintain, promote and update the school website by posting all relevant information - Many classroom teachers will use an alternative method of communication to parents such as: Remind App -Host three family events 	<p>November:</p> <ul style="list-style-type: none"> -school website will be updated on a regular basis -school connects message sent home to families on a weekly basis, Sunday evening (includes email) - Welcome to School Night -Kindergarten introduction evening 	<p>School Communities Coordinator/Principal Vice-Principal</p>
	<p>April:</p> <ul style="list-style-type: none"> -school website will be updated on a regular basis -the school will have hosted at least two family events 	<p>School Communities Coordinator/Principal Core Leadership Team PLEP/Staff</p>
	<p>June:</p> <ul style="list-style-type: none"> -Final preparations for the <i>Open House Information Night</i> will be made to ensure a successful implementation for the Fall of 2016 -school website will be updated on a regular basis -the school will have hosted a third family event 	<p>PLEP</p> <p>School Communities Coordinator/Principal</p> <p>PLEP/Staff</p>

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Appendix:

Curriculum Delivery Timeline

Goal: By the end of June 2017, the following percentages of students at Grade Levels K-5, will have achieved Appropriate Achievement or above in Reading and Viewing , as reported on their June Report Card: K: To be determined from results of November reporting period, Grade 1:67 %, Grade 2:65 %, Grade 3: 89%, Grade 4: FI-84% E-78 %, Grade 5: FI-98% E-90 %			
Current Reality 2013-2014	2014-2015 Reality	2015-2016 Reality	2016-2017 Reality
Kindergarten: 76% AA and above	Kindergarten 65% AA and above	Kindergarten 83% AA and above	Kindergarten
Grade 1: 75% AA and above	Grade 1 63% AA and above	Grade 1 48% AA and above	Grade 1
Grade 2: 59% AA and above	Grade 2 87% AA and above	Grade 2 68% AA and above	Grade 2
Grade 3: FI-96% AA and above E-86% AA and above	Grade 3 FI-82% AA and above E- 76% AA and above	Grade 3 FI-90% AA and above E- 58% AA and above	Grade 3
Grade 4: FI-95% AA and above E-96% AA and above	Grade 4 FI-96% AA and above E-88% AA and above	Grade 4 FI-72% AA and above E- 100% AA and above	Grade 4
Grade 5: FI- % AA and above E- % AA and above	Grade 5 FI-% AA and above E- % AA and above	Grade 5	Grade 5

***Note: Students on a modified program are assessed according to their personal goals. Successful completion of personal goals are considered Appropriate Achievement.**

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Curriculum Delivery Timeline

Target Area: Student Achievement in Writing and Representing			
Goal: By the end of June 2017, the following percentages of students, at Grade Levels K-5, will have achieved Appropriate Achievement or above in Writing and Representing, as reported on their June Report Card: Grade K: To be determined from results of November reporting period, Grade 1:66 %, Grade 2:71 %, Grade 3:60 %, Grade 4: FI-77 % E-62 %, Grade 5: FI-90 % E-76 %			
Current Reality 2013-2014	2014-2015 Reality	2015-2016 Reality	2016-2017 Reality
Kindergarten: 81% AA and above	Kindergarten 64% AA and above	Kindergarten 78% AA and above	Kindergarten
Grade 1: 75% AA and above	Grade 1 69% AA and above	Grade 1 65% AA and above	Grade 1
Grade 2: 45% AA and above	Grade 2 58% AA and above	Grade 2 56% AA and above	Grade 2
Grade 3: FI-77% AA and above E-67% AA and above	Grade 3 FI-75% AA and above E-60% AA and above	Grade 3 FI-87% AA and above E- 63% AA and above	Grade 3
Grade 4: FI-86% AA and above E-80% AA and above	Grade 4 FI-88% AA and above E-74% AA and above	Grade 4 FI-91% AA and above E- 73% AA and above	Grade 4
Grade 5: FI- % AA and above E- % AA and above	Grade 5 FI- % AA and above E- % AA and above	Grade 5	Grade 5

***Note:**

- **Students on a modified program are assessed according to their personal goals**
- **Successful completion of personal goals are considered Appropriate Achievement**

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Curriculum Delivery Timeline

<p>Target Area: Student Achievement in number and operations</p> <p>Goal: By the end of June 2017, the following percentages of students, at Grade Levels K-5, will have achieved Appropriate Achievement or above in the Numbers and Operations Strand of Mathematics, as reported on their June Report Card: Grade K: To be determined from results of November reporting period, Grade 1:80%, Grade 2:80%, Grade 3:88%, Grade 4:73%, Grade 5:77%</p>			
Current Reality 2013-2014	2014-2015 Reality	2015-2016 Reality	2016-2017 Reality
<p>Kindergarten: 82% AA and above</p>	<p>Kindergarten 78% AA and above</p>	<p>Kindergarten 90% AA and above</p>	<p>Kindergarten</p>
<p>Grade 1: 85% AA and above</p>	<p>Grade 1 78% AA and above</p>	<p>Grade 1 79% AA and above</p>	<p>Grade 1</p>
<p>Grade 2: 80.5% AA and above</p>	<p>Grade 2 86% AA and above</p>	<p>Grade 2 83% AA and above</p>	<p>Grade 2</p>
<p>Grade 3: 71.1% AA and above</p>	<p>Grade 3 71% AA and above</p>	<p>Grade 3 79% AA and above</p>	<p>Grade 3</p>
<p>Grade 4: 87% AA and above</p>	<p>Grade 4 75% AA and above</p>	<p>Grade 4 76% AA and above</p>	<p>Grade 4</p>
<p>Grade 5: % AA and above</p>	<p>Grade 5 % AA and above</p>	<p>Grade 5</p>	<p>Grade 5</p>

***Note:**

- Students on a modified program are assessed according to their personal goals
- Successful completion of personal goals are considered Appropriate Achievement

SSES School Improvement Plan



Positive Learning Environment

Target Area: Initiatives that promote sustaining a Positive Learning and Working Environmental Education and initiatives that promote positive mental fitness in children

Goals: By the end of June 2016, 100% of students in Grade Kindergarten to Five will have been involved in initiatives that reflect Positive Learning and Work Environment

By the end of June 2016, students and staff will have been given opportunities to learn more about anxiety in children and developed strategies to promote positive mental fitness

Current Reality 2013-2014	2014-2015 Reality	2015-2016 Reality	2016-2017 Reality
	<ul style="list-style-type: none"> -Classroom teachers and Guidance counsellor administered club surveys -Yellow forms will be sent home following each monthly assembly (this will be a student job) -Club survey will be administered to teachers -Kindergarten Teachers will have been trained to implement the 'Fun Friends' program -Kindergarten and Guidance Teachers will begin sharing 'Fun Friends' ideas at staff meetings -a school recognition wall will be created to celebrate student success -A guest speaker will have made a presentation to the staff about anxiety 'Look Fors' in children 		

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	<p>-a school-wide plan for 'House' teams will have been developed and ready for implementation in September 2015</p>		
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SSES School Improvement Plan



Parent Communication and Involvement

<p>Target Area: Continuous fostering of partnerships with families and communities</p> <p>Goal: By the end of June 2015, we will have created occasions for family and community involvement within the school environment</p>			
Current Reality 2013-2014	2014-2015 Reality	2015-2016 Reality	2016-2017 Reality
<ul style="list-style-type: none"> -Family BBQ -Parent Information Night (Sept.) 	<ul style="list-style-type: none"> -Family BBQ was held in Aug. -Parent Information Night was held in Sept. -school website has been updated -Colleen met with Ray Simpson to investigate other modes of technology and social media to enhance parent communication -Students, families and staff of SSES participated in the annual Santa Claus parade - school connects message sent home on a weekly basis; Sunday evening 		