

**Beverly Public Schools**  
 District Improvement and Related Professional Development Plan 2009-2010

Essential Question #1: *How will the Beverly Public Schools ensure a quality education for all students at all levels of learning?*

<b><i>Goal #1 To continue to develop and evaluate our curricula to ensure alignment with the Massachusetts Curriculum Frameworks and best practices</i></b>					
<b>FY'10 Objectives</b>	<b>Person Responsible</b>	<b>Success Measurement</b>	<b>Related Professional Development</b>	<b>Person Responsible</b>	<b>Success Measurement</b>
Continue to develop a 5-year cycle of development, review and revision of the district curriculum. Continue process of updating curriculum mapping K-12. Focus on use of <b><u>Essential Questions and Authentic Assessments and Project-Based Learning.</u></b>	Asst Supt Curriculum Facilitators ADL Program Director Content Specialists Technology Director	Revised maps on line.	Grade Level Meetings at Elementary Level. Professional Days. Department Meetings at Middle School and High School.	Curriculum Facilitators Content Specialists ADL for Math Science Program Director for Foreign Language Asst. Principal MS	Agendas Attendance Sheets

FY'10 Objectives	Person Responsible	Success Measurement	Related Professional Development	Person Responsible	Success Measurement
Continue to encourage district curriculum leaders to analyze data for program improvement.	Asst Supt Principals Asst principals	Meeting agendas and minutes from curriculum meetings.	Data Meetings Grade Level Meetings Faculty Meetings/Dept Meetings BSRI Training Ayers & Centerville, Elementary Principals, MS Reading Facilitator, MS Assistant Principal District Reading Coaches at Elementary PLC development at each school Data Warehouse Grant	Curriculum Facilitators ADL Program Director Data Teams Assistant principals at MS and HS District Tech specialist	Use of Data for development of 2010 Progress Report of SIP.
Continue to strengthen Literacy Program K-12 by focusing on open response questions and process writing.	Asst Supt Principals Literacy Coordinator K-6	Scheduled meetings for Reading Teachers Literacy Committee Reading Coaches Facilitators	Professional Development on scoring Open response questions at all levels. NCS Mentor. Common OR questions embedded in daily instruction. Common Rubrics for Scoring of OR questions. Collaborative Scoring of OR questions by Dept. Data review and collection at Trimester (ES) and Quarter (MS/HS) Three Key continuation at MS and HS	BSRI Reading Coaches Literacy Coordinator Reading/ELA Facilitators at MS and HS Assistant Principal at MS and HS ADL Joan Sedita	District Professional Days Data Analysis by Dept at MS and HS and Grade Level at ES Elementary Writing Binder Literacy Block and Writing Block at Elementary level

FY'10 Objectives	Person Responsible	Success Measurement	Related Professional Development	Person Responsible	Success Measurement
Continue to strengthen the Math Program K-12 through focus on data analysis and small group differentiated instruction.	Asst Supt Principals Math Coordinator K-6 ADL	Summer Institute 2009 Professional Days 2009-2010 Dept Meetings Walkthroughs	Summer Institute Courses Creation of Essential Math skills K-2 and corresponding assessments and differentiated lessons. Implement Essential Skills in Math 6-8 and Corresponding assessments and differentiated lessons. Focus on math vocabulary at MS. Provide Differentiated Instruction Handbook for EM at Elementary Level	Math Coordinator K-6 ADL MS Assistant Principal	Summer Institute enrollment Professional Day Agenda fall 2009 Quarterly Assessments at MS Trimester Assessments at ES Principal/ADL Walkthroughs
Complete Accreditation Visit for NAEYC accreditation for Centerville, Cove, and North Beverly. Continue to update NAEYC accreditation for Ayers and Hannah	Asst Supt Principals	Fall visit and report Spring update report to NAEYC	Train any new staff in CPR and Pediatric First Aid		
Continue NEASC self-study at Beverly High School	BHS Administration	Professional Day agendas			

FY'10 Objectives	Person Responsible	Success Measurement	Related Professional Development	Person Responsible	Success Measurement
Develop the Elementary Science curriculum to include focus on renewable energy and tech/engineering standards.	Asst Supt ADL Science Consultants	Green Schools Grant District Science Coach for Grades 4/5.			
Restore Itinerant Teams for Art, Music, and PE/Wellness at Elementary level.	Superintendent Assistant Superintendent	School Teams identified			

*Goal #2 To increase all student achievement that addresses the needs of diverse learners.*

<b>FY'10 Objectives</b>	<b>Person Responsible</b>	<b>Success Measurement</b>	<b>Related Professional Development</b>	<b>Person Responsible</b>	<b>Success Measurement</b>
			Mela O Retraining for staff already certified in Mela O Administration	Asst Supt ESL Staff	Professional Days For staff
Continue to utilize data to drive instructional models and encourage flexible grouping.	Teachers Principals Curriculum Leaders	Open Response Questions collaboratively scored by teachers using common rubrics at all levels.			
		MAP testing in Gr. 6 & 7 in Sept. Jan and June in Math & Reading			
		Interim Assessments in math at the elementary level (trimester) and middle school (quarter) Scantron grades 3-5	Scantron Training for teachers in grades 3, 4, and 5	Math Coordinator K-6	Grade-level meetings Building Meetings
		Transition to the use of the Data Warehouse for Data Analysis from Test Wiz. Input local assessments.	Train administrators and teachers leaders in Data Warehouse through the DESE grant.	DB Coordinator	Meeting agendas
			Provide program specific training for Paraprofessionals MS training to focus on interventions	PPS Director	Professional Development Days Early Release Days

*Goal #3 To promote an equitable and inclusive environment for students*

<b>FY'10 Objectives</b>	<b>Person Responsible</b>	<b>Success Measurement</b>	<b>Related Professional Development</b>	<b>Person Responsible</b>	<b>Success Measurement</b>
Review & Revise Superintendent, Special Education & District protocols.	PPS Director Child Welfare Coordinator	Revised protocol manuals	Provide review of Superintendent, Special Education & District Protocols & Policies in August with leadership team.	Superintendent PPS director Child Welfare Coordinator Adm Team Chair	Meeting agenda Protocol manuals
Continue to build and sustain classroom capacity and caring of teachers to develop and sustain positive relationships with students and parents	Building Adm PPS Director Child Welfare Coordinator	Professional Days Staff Meetings	“Building a Strength-Based Culture in Our Schools and Parent Engagement.” Train teachers to promote social/emotional regulation, creating protective factors and fostering resilience.	Charlie Applestein Behavioral Consultants Child Welfare Coordinator	Professional Days Summer Leadership Institute Quarterly meeting with behavioral consultants
Continue to implement the Positive Intervention Program at the Elementary Level (PIP)	PPS Director Child Welfare Coordinator Asst. Supt. Lead teachers	Numbers of students served and returned to home schools.	Train School-Based Teams to support students who return to home school settings.	PPS Director SPS program. Behavioral Consultant	Crisis Team Procedures and Protocols
Continue to develop a partnership with the North Shore Consortium for the Launch and the Secondary Back on Track Programs.	PPS Director HS Principal NSC Administrator	Outcomes for job placement College acceptance Graduation outcomes			

<b>FY'10 Objectives</b>	<b>Person Responsible</b>	<b>Success Measurement</b>	<b>Related Professional Development</b>	<b>Person Responsible</b>	<b>Success Measurement</b>
Implement evidenced based bullying/alcohol prevention program at the MS and HS in response to YRBS data.	Child Welfare Coordinator Asst Supt. Building principals	New Curriculum Maps Building Principal Observations			
Continue to sustain the ADL World of Difference Peer Leadership program at the HS and MS.	Child Welfare Coordinator Building Principal Wellness Faculty	Quarterly meetings with peer leaders and one to one contact with Child Welfare Coordinator.	Training for ADL Peer Leader Advisors annually	ADL	Staff Attending training
Continue to sustain the Equity Coordinators at all levels.	Child Welfare Coordinator	Review of Incident Reports and Equity Referrals	Training for Equity Coordinators annually	Child Welfare Coordinator	Staff Attending Training
Develop flexible, collaborative and proactive relationships with community agencies, social services, and mental health agencies.	Child Welfare Coordinator Guidance staff School Adjustment staff Nurses	Number of families served.			
Review and respond to student connection data (attendance, participation in extra curricular activities, student surveys). Establish individual and school-wide interventions	Building administrators Child Welfare Coordinator	List of targeted students for interventions	Provide Strength- Based coaching for servicing targeted students in Elementary schools.	Child Welfare Coordinator	Teacher and Principal feedback

*Goal #4 – To increase the appropriate integration of technology into classroom instruction*

<b>FY'10 Objectives</b>	<b>Person Responsible</b>	<b>Success Measurement</b>	<b>Related Professional Development</b>	<b>Person Responsible</b>	<b>Success Measurement</b>
Implement the strategies outlined in the district Technology Plan 2007-2010.	Tech staff Principals Library Media Specialists Teachers	Survey of implementation success in June 2010	Provide Professional development as outlined in the district Technology Plan. Implement the training for the one-to-one model at BHS and at the MS.	Asst Supt Tech Staff	Tech PD Plan

Essential Question #2: *How will the Beverly Public Schools attract and retain exceptional staff so that we will be able to provide a quality education for all students?*

<i>Goal #1 To promote and maintain high quality job performance for all district employees.</i>					
<b>FY'10 Objectives</b>	<b>Person Responsible</b>	<b>Success Measurement</b>	<b>Related Professional Development</b>	<b>Person Responsible</b>	<b>Success Measurement</b>
Continue to implement the mentoring program for 1 <sup>st</sup> and 2 <sup>nd</sup> year BPS teachers.	Asst. Supt. Mentor teachers for beginning teachers	Teacher Induction Day. Mentoring agendas and program evaluations.			
Continue to implement "walkthroughs" with a particular focus for program improvement.	Principals Assistant Principals Asst Supt	Monthly principal meeting agenda and discussion.			
			Continue to provide opportunities for teachers to attend Salem State Collaborative courses (CMPSIE) and Teachers as Scholars (TAS)	Asst Supt	Teacher attendance at courses.
			To continue to train administrators in Observing and Analyzing Teaching.	Asst Supt	1 New Administrator will attend training in 09-10..

FY'10 Objectives	Person Responsible	Success Measurement	Related Professional Development	Person Responsible	Success Measurement
Improve the process for collecting evidence for the Supervision and Evaluation Program. Develop a checklist and timeline. Deadline of June 1 <sup>st</sup> for final evaluations.	Personnel Office Superintendent	Timeline and checklist reviewed in January and May by the Assistant Supt. And Superintendent.			
Maintain an accurate EPIMS data base that reflects HQ staff.	Personnel office	District Report card of HQT.			
Continue to develop job descriptions and related evaluation instruments.	Superintendent Cabinet Leadership Team BTA	Completed job descriptions and evaluation instruments.			

*Goal #2 – To continue to develop and sustain a professional culture among all employees.*

<b>FY'10 Objectives</b>	<b>Person Responsible</b>	<b>Success Measurement</b>	<b>Related Professional Development</b>	<b>Person Responsible</b>	<b>Success Measurement</b>
Foster the continuation of PLCs in individual schools, leadership, and administrative cabinet.	Superintendent Asst Supt Principals	Principal reports Leadership and Administrative cabinet agendas	Leadership Team will attend conference in July by the Dufours on sustaining Professional Learning Communities. Leadership Team will read, <u>Principal as Assessment Leader</u> by Tom Guskey during the school year and discuss its implications for implementation. NCSd will host a full day workshop in March where Tom Guskey will be the main speaker. Leadership Team and lead teachers to attend. NEASCD conference in December.	Assistant Superintendent MASS Supt Conference NCSd North Beverly principal and staff	Attendance at Workshops.

Essential Question #3: *How will the Beverly Public Schools communicate to create dynamic, positive relationships with parents, business, and community to increase the level of support for the district and its mission?*

*Goal #1 – To improve communication (newsletter, website, email, press release) within schools, district and the larger community.*

<b>FY'10 Objectives</b>	<b>Person Responsible</b>	<b>Success Measurement</b>	<b>Related Professional Development</b>	<b>Person Responsible</b>	<b>Success Measurement</b>
Enhance and update the district website monthly.	Superintendent Designated Administration	Review of website by cabinet/leadership monthly			
Continue to utilize Connect-Ed to deliver emergency messages and other timely communication to parents and staff.	Principals Central Administration	Superintendent reviews messages sent quarterly.			
Principals and Directors will continue to notify the Superintendent's Office of all newsworthy programs in their events and buildings.	Principals Directors	Notices to Superintendent's Office.			
Develop and distribute an annual report for the school district	Superintendent Administration School Committee	Annual Report			

Essential Question #4: *How will the Beverly Public Schools manage its facilities and infrastructure to assure quality education for all students?*

*Goal #1 – To analyze space needs for the district programs and develop long-range plans.*

<b>FY'10 Objectives</b>	<b>Person Responsible</b>	<b>Success Measurement</b>	<b>Related Professional Development</b>	<b>Person Responsible</b>	<b>Success Measurement</b>
Continue to implement the HS construction and renovation project. Develop plans for Transportation garage, offices, and vehicle storage.	Superintendent HS Principal Mayor	Construction and renovations stay on schedule.			
Develop plans for Transportation garage, offices, and vehicle storage.	Superintendent Mayor Commissioner of Public Services Business Manager	New location identified and prepared for September 2010.			
Analyze space needs at the elementary level and recommend indicated changes for FY2011.	Superintendent Business Manager Administrative Team	Recommendations submitted to School Committee.			

<i>Goal #2 – To continue to develop and implement the district technology plan</i>					
Upgrade software and hardware according to the tech plan 2007-2010.	Tech Directors Asst. Supt.	Hardware and software purchases. Report to the SC.			
Review computer security procedures and software upgrades where indicated.	Paul Cohen Judy Miller	Changes proposed and implemented.			
<i>Goal #3 – To implement a long range capital improvement plan.</i>					
<b>FY'10 Objectives</b>	<b>Person Responsible</b>	<b>Success Measurement</b>	<b>Related Professional Development</b>	<b>Person Responsible</b>	<b>Success Measurement</b>
Investigate the conversion of the district phone system to VOIP.	Business Manager	Recommendation made to Superintendent and School Committee			
Develop a plan and timeline for repair/replacement of the Briscoe MS Roof.	Commissioner of Public Services Business Manager	Recommendation made to Superintendent and School Committee			