

# KING PHILIP MIDDLE SCHOOL IMPROVEMENT PLAN

2018-2019

## King Philip Regional School District Vision

The vision of the King Philip Regional School District extends our student-focused mission into a commitment to excellence. Our vision is that students reach their highest potential and are well prepared for the future because of a consistent set of 21st century standards and high expectations for teaching and learning. Teachers, administration, and staff work together as a professional team whose collective priority is the students' education. King Philip Regional Middle and High Schools are a hub, in a community of learners that extends from pre-K to higher education and career. The KP community understands and embraces the district's expectations and results. The district is widely recognized for excellence and as a model for educational leadership. Our mission is to foster an educational community where students come first and every child has the opportunity to achieve to his or her fullest potential. This will be accomplished by embracing the values of respect, individual and collective responsibility, creativity, and enthusiasm for learning. We will ensure a caring and supportive environment that balances academic rigor with the development of character and a strong sense of self.

## District Mission

Our mission is to foster an educational community where students come first and every child has the opportunity to achieve to his or her fullest potential. This will be accomplished by embracing the values of respect, individual and collective responsibility, creativity, and enthusiasm for learning. We will ensure a caring and supportive environment that balances academic rigor with the development of character and a strong sense of self.

## 21<sup>st</sup> Century Learning Expectations

The King Philip Regional student will be an effective listener, speaker, reader, and writer.  
The King Philip Regional student will demonstrate critical and creative thinking skills as well as technological skills.

## District Theory of Action

**If** the King Philip Regional School System ensures high quality teaching through implementation of an aligned instructional system; the hiring, training and retention of effective teachers; increased use of an information management system that provides access to diagnostic and summative data on student learning, teacher practice, and school performance; and by reinforcing a culture of open-mindedness and collaboration for high standards, accountability, and support; **then** students will progress through the system graduating from high school ready for college, career, and life as a contributing citizen.

## District Strategic Goals

**GOAL 1: Director of Student Services, in conjunction with building administration and support staff, will develop and implement systems, protocols and services designed to meet the diverse needs of all learners.**

- Inventory what is currently in place, Identify gaps and holes, Explore inequities in supports, Identify budget implications
- Create a model of program delivery informed by the needs of all students
- Determine and define roles and responsibilities and revise job descriptions
- Review curriculum, materials, technology and facilities needs
- Provide professional development and Evaluate programs and resources

**GOAL 2: Staff will utilize a variety of Google Classroom tools to support the learning process.**

- Provide teacher professional development for shared lesson planning and Encourage cross curriculum collaboration
- Create a collaborative professional practices goal for staff to adopt as part of the evaluation process
- Provide shared documents and folders to faculty and staff
- Offer ongoing training and support in Office 365 and/or Google Classroom
- Provide advance notice for all district-wide changes
- Review Bring Your Own Device initiative
- Evaluate server capacity to support needs of two platforms and KP community users
- Survey families regarding internet access and technology devices
- Develop relationships with community organizations such as libraries and community centers to expand accessibility to internet and devices

● **GOAL 3: Central Office staff and district administration will review Human Resource systems and protocols to improve the efficiency and effectiveness of recruitment, hiring, onboarding, and retention.**

- Review and update job descriptions, Investigate advertising options to maximize exposure, Investigate partnerships with higher education, Attend job fairs,. and Explore internship possibilities
- Explore strategies to recruit a more diverse pool of applicants, Create a standard pool of interview questions, and Explore the possibility of requiring applicants to teach a sample lesson
- Analyze the steps involved in the hiring process and clearly delineate who is responsible for each step
- Identify what technology must be updated during the hiring process and revise the process to ensure all software is updated in a timely manner
- Review and update the mentoring process
- Calibrate the evaluation process with all evaluators
- Provide high quality professional development opportunities

### King Philip Regional School Mission and Core Values

King Philip Middle School will unite approximately 800 students each year from three (3) towns into a cohesive educational community which fosters the social, emotional, physical, and academic development of young adolescents in a safe environment. In doing so, we will ensure equality and respect for human differences in order to emphasize individuality and citizenship. We will equip our students with the skills and confidence to accept and meet the challenges of an ever changing world. We emphasize our core values of respect for others, taking opportunity to get involved in the school community, achievement where one strives to do their personal best, and taking responsibility for their actions. These core values are summed up in the acronym (R.O.A.R.).

### King Philip Middle School Highlights and Accountability

We continue to celebrate the KP Pride and have a strong record of past achievements that have been recognized by our greater community. In 2018, our students were recognized for their 5<sup>th</sup> Gold Medal win in 6 years at the 2016 Massachusetts Institute of Technology Science Trivia Competition, the King Philip Marching Band won the US Bands Division 3 National Championship including caption awards for best percussion, and music, and three gold medals and a silver were awarded at the MICCA Concert Festival for the 7th Grade Band, 8th Grade Band, Wind Ensemble, and the Choir. Annually, three student representatives in Grade 8 are selected to represent the tri-town community as part of the Governor’s Project 351 where 351 students come together across the state to work with the governor on various charitable initiatives. We have a variety of intramural sports programs in which our students can compete such as Cross Country, Track, Basketball, and Volleyball. Our 2018 Cross Country Team completed the season undefeated.

Past students have been recognized in the National Geography Bee Championship first place (2013), received Gold Medal recognition at the Scholastic Writing Awards, and earned the Massachusetts Association of School Committees Award for Excellence in Student Council Programming and Leadership (2012). We have a record of awe-inspiring drama productions that perform to sold-out crowds that have included: Annie (2018) Beauty and the Beast (2017); High School Musical (2016); The Sound of Music (2015); and Willy Wonka (2014). There are various clubs within our school that focus on ways to give back to our community. Our students have collected \$112,000 across 11 years for the patients of

St. Jude's Children's Research Hospital to help families and children suffering from cancer and other childhood illnesses. Schoolwide we participate in a large food drive initiative that has sent tons of needed support to the food pantries in Norfolk, Plainville and Wrentham.

Several members of our faculty have been recognized for teaching excellence as finalists for the Massachusetts Teacher of the Year, Presidential Math Awards, Norfolk County Teacher of the Year, the New England Patriots Super Bowl Award for Super People, and the Massachusetts Association of the Women in Law Enforcement. Staff have presented at regional, state, and national conferences such as the New England League of Middle Schools, Massachusetts Music Educators Conference, and the National Council for Teachers of Mathematics.

District and School results are reason to celebrate the continued work that is being done to support student learning at 7-12 grade levels at King Philip. Longitudinal results on MCAS show that students in the district by the 10<sup>th</sup> grade level are strong performers. In ELA, 98% were proficient with 64% students in the advanced range. In Math, 91% were proficient with 73% of students in the advanced range. Students scoring in the advanced range on the Math MCAS has steadily increased by 13% from 2013. In science similar trends showed an 11% rise since 2013 with 60% scoring in the advanced range, with 94% proficient overall. For Middle School students participating in the second year of the statewide test drive of the online version of the PARCC assessment which has 5 levels, ELA Performance on the PARCC demonstrated that 84% in Grade 7 and 69% in Grade 8 met or exceeded expectations scoring within the Level 4 and Level 5 range. Math Performance on the PARCC demonstrated that 65% in Grade 7 and 60% in Grade 8 met or exceeded expectations scoring within the Level 4 and Level 5 range. The MCAS 2.0 will be in it's first year of administration to students in Grades 3-8 this spring.

The district accountability status is currently Level 2. The district improvement focus is on students in the high needs and students with disabilities subgroups. We continue to: 1) assess the percentage of our students that have achieved a proficient or better rating on MCAS within the aggregate; 2) assess the PARCC test drive results within the aggregate and subgroups based on the 5 levels in which the scores are reported; 3) prepare for the MCAS 2.0 ; and 5) use data analysis to determine implications for teaching and learning across the KPRSD district. Longitudinal trends indicate all King Philip students have been able to meet or exceed the proficiency level required to earn their HS Diploma. This has been accomplished with students taking the standard MCAS, MCAS retest, or through an Educational Proficiency plan.

### King Philip Middle School Strategic Goals

Strategic Goal #1: Staff will support student engagement in effective and rigorous standards based units of instruction consisting of well-structured units with measurable outcomes. Classroom environments will be safe, motivating, and responsive to students' diverse backgrounds.

Strategic Goal #2: Investing in the Purposeful Use of Technology within Classroom – Staff will be able to use technology both to preserve student record and within classroom lessons that inspires creativity, communication, collaboration, and critical thinking.

Strategic Goal #3: Staff will support the engagement of students through the building of effective partnerships with families, community organizations, and/or other stakeholders that reinforce the mission of King Philip Middle School.

Strategic Goal #4: Staff will develop and execute effective plans, procedures, routines, and operational safety to address a full range of safety, health, and emotional and social needs.

Strategic Goal #5: The budgeting process will prioritize needs based on projected enrollment, instructional resource needs, school supply needs, and maintenance responsibilities.

## ACTION PLAN – GOAL #1

**Strategic Objective #1: Investing in Students-Staff will support student engagement in effective and rigorous standards based units of instruction consisting of well-structured units with measurable outcomes. Classroom environments will be safe, motivating, and responsive to students' diverse backgrounds and needs.**

Action Steps	Person(s) Responsible	Resources Needed	Date of Completion	Evidence of Implementation	Assessment of Progress
1.1 Support curriculum updates that reflect alignment with Massachusetts Frameworks, understanding of	Assistant Superintendent Building Principals Curriculum Team Leaders	<u>Curriculum Design Resources</u> <i>New- 2018 History Updates based on review of- ELA and Math Framework, common</i>	Ongoing updates in the areas of Science, Technology, Mathematics, and English	Updates recording in Mapping and Unit Design within ATLAS  Skillful Teacher Training (offered in June of 2018)	MS Administration works with CTL to monitor ongoing changes Professional Development Curriculum Focus with products documenting change

<p>rigorous curriculum design, and consistent use of an instructional framework</p>		<p><i>district assessments and MCAS assessments Updates with STEM-- Digital Literacies and Computer Science Standards</i> Professional Training Skillful Teacher Training (Teachers that have completed the first and second year of teaching in KP District)</p>	<p>Skillful Teaching Training (2018-2019 School Year)</p>	<p>and extends into the 2018-2019 School Year) Classroom Observation  Classroom Observation through the Evaluation Model</p>	<p>Website ATLAS view for parents available on KP website</p>
<p>1.2 Design, implement, and analyze common assessments, as well as standardized assessments (MCAS 2.0) with analysis directing instructional improvement</p>	<p>Assistant Superintendent Building Principals Curriculum Team Leaders Teachers</p>	<p>Data Analysis tools (Edwin, RADAR, and EWIS)  Professional Development Time for Collaboration  Substitute Coverage</p>	<p>Ongoing  August</p>	<p>Teacher report of formative assessments to parents and students</p>	<p>Release of mid-term progress reports and report cards per each discipline (quarterly intervals)  Review of individualized student progress at student assistance team meetings ongoing  Professional Development-Review</p>
<p>1.3 Support differentiation through the re-institution of the co-teaching model as recommended by The Walker Report</p>	<p>Director of Student Services Superintendent Building Based Administrators Teachers</p>	<p>Training-Education for all on Co-Teaching Data Transfer Tech Staff to support Successful implementation of Infinite Campus Training on Infinite Campus for Scheduling Superintendent to support Budget to adequately support Gen Ed class sizes under 25  Budget to support training, planning time,</p>	<p>Ongoing</p>	<p>Staff Training on what can be expected with CO-Teaching Model  Grade 7 Implementation expected in 2018-2019  Grade 8 implementation expected in 2019-2020</p>	

		space, and supplies for those volunteering for co-teaching Director of Student Services to obtain census information and numbers of students requiring the co-teaching support Budget to support middle school teaming			
1.4 Further develop and refine the MS Student Support Process to reflect statewide trends associated with DCAP and the move from RTI to Multi-tiered Support Systems	Building Administration Guidance Department 504 Coordinators Academic Support Special Education Building Based Student Support Teams Teachers Teacher Assistants	Multi-tiered .System of Supports <a href="#">Articles</a> <a href="#">Consider MTSS Academy application for 2019-2020 year</a> <a href="#">Ma Section 38Q1/2:</a> DCAP	June 2019	<i>Update and Revision of Student Support Process (SST/ 504 Process/ IEP)</i>  <i>Use of District Curriculum Accommodation Plans</i>	<i>Educational Assessment / 504/ DCAP at Faculty Meetings</i>  SST Team Meetings as requested by students, parents, teachers, or counselors.  Formulation of plans as appropriate to student needs
1.5 Support increased implementation of middle level team teaching model for the purpose of optimizing instruction and addressing the SEL needs of all students	CTLs with Departments MS Leadership Team	CTL meeting MS Leadership Team Budget to address class size	Monthly review with Curriculum Team Leaders	Follow through on department team goals for student learning	CTLs represent department progress Action Plan as part of Goal Setting Annual Reflection of Accomplishment in May

## ACTION PLAN – GOAL #2

**Strategic Objective #2: Investing in the Purposeful Use of Technology within Classroom – Staff will be able to use technology both to preserve student record and within classroom lessons that inspires creativity, communication, collaboration, and critical thinking.**

Action Steps	Person(s) Responsible	Resources Needed	Date of Completion	Evidence of Implementation	Assessment of Progress
--------------	-----------------------	------------------	--------------------	----------------------------	------------------------

<p>2.1 Initiate research and monitoring for departments at various stages of revision in curriculum for content materials and resources more techbook centered rather than textbook centered</p>	<p>Building Principal Curriculum Team Leaders Teachers</p>	<p>SCIENCE- STEMSCOPES  HISTORY- Review techbooks available through multiple publishers that align best with new MA Frameworks  ELA- Review curriculum to determine degree of access and cost</p>	<p>Ongoing</p>	<p>Implementation of STEMSCOPES online programming  History department works with Admin to make professional contacts with publishers for trials with various techbooks  ELA- Use of Shared folder with the elementary districts for literature renewal.</p>	<p>Training in the use of materials During PD, Team reflection, Observation of use during classroom lessons and walkthroughs</p>
<p>2.2 Google Training in use of Drive, Docs, Slides</p>	<p>Building Principal Curriculum Team Leaders Teachers</p>	<p>Certified Google Trainers</p>	<p>Ongoing</p>		<p>Use of Google for email and lesson support as seen through observation, walkthroughs, and submission as evidence in Teachpoint</p>
<p>2.3 Staff will be encouraged to use a variety of tech tools</p>	<p>Tech Director Tech Department Personnel Administration Colleagues</p>	<p>Representation of staff at MASSCUE PD Sessions</p>	<p>Ongoing</p>	<p>Implementation of tech tools/apps with lessons Observation</p>	<p>Use of various tech tools/apps for lesson support as seen through observation, walkthroughs, and submission as evidence</p>
<p>2.4 Plan to increase chromebooks such that we will move to 2:1 student to chromebook ratio through budgeting and communication with various stakeholders</p>	<p>Technology Director Technology Plan Superintendent Administration Business Director</p>	<p>Reality of current state of available chromebooks for student use  Review of Bring Your Own Device  Understanding of state testing need</p>	<p>June, 2020</p>	<p>Documentation of 1) Budget needed to move to 1;1 2) Specifics on annual tech costs per student in effect in various ma communities</p>	<p>Formalization of plan to move to at least 2:1 and commitment to sticking to the course</p>

2.5 Develop staff capacity to use our newly acquired student management system, Infinite Campus (scheduling, reporting of progress, attendance taking)	Technology Director Administration Staff	Trainings- for Guidance, Teachers, Secretary, and Administration  Trainings for Parents in how to use parent portal to access information for their child/children	Full Year	Completed trainings Infinite Campus for Scheduling, Grade Reporting, Attendance, and other features associated with the student information management system	Full Use of Infinite Campus by June 2020
--	--	--	-----------	---	--

### **ACTION PLAN- GOAL #3**

<b>Strategic Goal #3: Staff will support the engagement of students through the building of effective partnerships with families, community organizations, and/or other stakeholders that reinforce the mission of King Philip Middle School.</b>					
<b>Action Steps</b>	<b>Person(s) Responsible</b>	<b>Resources Needed</b>	<b>Date of Completion</b>	<b>Evidence of Implementation</b>	<b>Assessment of Progress</b>
3.1 Involve community members in educational programming that addresses teenage wellness (screen time, cyberbullying, impact of new marijuana laws and opiod use)	Guidance Health MS Leadership Team School Resource Officer	MS Space	Full year program	Explore MA potential resources for parent presentations  September- Being Prepared for Violent Intruder Attacks October- Vaping November- Digital Citizenship and Cyberbullying (Guest Speaker- Dr. Elizabeth Englander) January- How to help students succeed when they are struggling (School Resources)	Monthly Coffee Chats

3.2 Involve students, parents, and community members in school governance through the Ambassadors, Student Council, School Council, the Parent Teacher Student Organization	MS Leadership Team Main Office Staff; PTSO; School Council; Student Council Leadership	PTSO Executive Board (Re-formation)  Parent and teacher representation on Council  Student Ambassador  Student Council Advisors  Student Council representation	June 2019	Handbook  Student Council Implementation of Annual Activities  PTSO Activities (e.g., Open House, Fundraiser, EOY Activities)  3 Student Representatives chosen for the Governor's Project 351 Team  Amazing Race	PTSO Board formed  Student Council Elections and Council Events held  Parent and Teacher representation secured on Council; Council meetings scheduled and in process
3.3 Involve parents through attendance at conference, IEP meetings, meetings with counselors, and Open Houses	MS Leadership Team; Faculty-School Based Teams Guidance and Main Office Staff	Technology to facilitate communications Space for Counselor Coffee Talks	September Open House; Conferences; June 2019	Sign-in sheets, IEP attendance, logs, and head counts.	Event and meeting updates as needed with main office and guidance  Evidence of growth as reflected in Standard III for areas of parent and family engagement
3.4 Use technology to inform parents of student progress through a new student information system (Infinite Campus) which will be launched in 2019-2020	MS Leadership Team; Faculty; and Main Office Staff	Student Management software; Tech Director ; Tech support	June	Completed progress reports and report cards	4 Mid-Term reports 4 Term reports  Districtwide Notification of Progress report and Report Card Availability Online
3.5 Use technology communications to inform parents of student progress and KPMS programming	MS Leadership Team; Faculty; PTSO; Council; and Main Office Staff	Connect Ed Website Tech Director support	Weekly Connect Ed  Website updates	Parent Email	Daily and Monthly updates (MS Connect Ed Communications)
3.6 Staff involvement in schoolwide recognition program	Faculty coordinator	School letterhead; mailing cost Feedback from Faculty	June	Recognition Letter Mailings to student homes	Quarterly (In process) Ambassadors selected (October) Peer Leaders in place to assist with Adaptive Physical Education (October)

					Student nomination for Governor's Project 351
--	--	--	--	--	---

**ACTION PLAN- GOAL #4**

**Strategic Goal #4: All building staff will develop and execute effective plans, procedures, routines, and operational safety to address a full range of safety, health, and emotional and social needs.**

*“No child will be able to succeed academically if they don’t first feel safe in school. No teacher will be able to teach at their best if they aren’t confident there’s a plan in place to ensure their school is well prepared for an emergency”-Governor Duval Patrick, January 16, 2014*

<b>Action Steps</b>	<b>Person(s) Responsible</b>	<b>Resources Needed</b>	<b>Date of Completion</b>	<b>Evidence of Implementation</b>	<b>Assessment of Progress</b>
4.1 Use district and school emergency response plan	MS Leadership Team All Staff, and Public Safety Officials	Emergency response plan  Training in protocols MS Safety and Security Team  District Safety and Security Team	At least 2 drills by the end of semester 1  At least 2 drills by the end of semester 2	Routine Drill completion;  Revisions as determined by MS and/or District Safety and Security Team	Completion of two drills Full Staff Training- Lockdown, Barricade, and Evacuation
4.2 Integrate School Resource Officer within the school’s daily operation to promote good citizenship and safety	MS Leadership Team School Resource Officer	Continued funding for School Resource Officer	Coffee Chat Topics: September 24- Violent Intruder Community Safety Training  October- Vaping  November 21- Sponsor- Norfolk DA	Grade 8 Students access LEAP as part of Health Curriculum  Parent Communication Video and Live messages to student body SRO involvement in District Safety Team	Open House- Discussion of Role of SRO within the School  LEAP Program- Support  Development of Student Stress Reduction Programming and LEAP Cadets  SRO involvement in District Safety Team

4.3 Review, revise, and educate school community about schoolwide expectations	MS Leadership Team, School Council, Faculty, Students, and Administration	Technology-Connect Ed or Newsletter  School Council and Staff review	End of July  End of June	School Handbook Content  Assembly meetings with students	Notification to parents on completion of drill and information on schoolwide safety concerns
4.4 Monitor and maintain safety and security equipment	MS Leadership Team, Custodial Staff; Public Safety Officials; Security Monitoring Vendor	Head custodian meeting time with MS Leadership Team; Training Resources; Equipment	As needed; minimum weekly	Log of alarm calls; Material Specification Data Sheets (MSDS) Record; Use of maintenance technology	Weekly update reports ; Technology monitoring of building H.V.A.C. system with printouts as needed
4.5 Report and monitor maintenance requests as well as forecast for Capital Maintenance Plan	MS Leadership Team, All teachers, cafeteria, and custodial staff, and business director.	Custodial Team; Maintenance Supplies and Equipment; Maintenance Repair Form; Technology	Ongoing	Completion of maintenance tasks; Follow-up on building maintenance requests; Occupancy Permit Approval	Review of completed tasks ; Assistant Principal and Head Custodian Development of Capital Maintenance Plan; Building Walk Through; Meeting with State Building Authority to review the 10 year state of the building since construction

### **ACTION PLAN- GOAL #5**

**Strategic Goal #5: The budgeting process will prioritize needs based on projected enrollment, instructional resource needs, school supply needs, operation and maintenance responsibilities.**

<b>Action Steps</b>	<b>Person(s) Responsible</b>	<b>Resources Needed</b>	<b>Date of Completion</b>	<b>Evidence of Implementation</b>	<b>Assessment of Progress</b>
5.1 Uses School Improvement Plan, District Strategic Plan, census, and fiscal projections to review staffing, supply needs, and instructional resources to guide scheduling and programming for FY20.	MS Leadership Team Curriculum Team Leaders Business Director	Meeting Time with district and school based leadership	January 2019	Formation of schedule with allocated resources for school programming	Review with district leadership team (In process)
5.2 Review Capital Planning Needs	Principal, Tech Director, SPED Director, CTL's, and Departments, and MS Head Custodian, and Business Director	Meeting Time with district and school based leadership	November and June	Update as appropriate to Middle School Capital Plan	Capital Plan development-Presentation on Current Status to Budget Subcommittee