



TOWN OF NORTON

Norton Middle School SITE Council

(Committee)

MINUTES

Date: October 11, 2011 Time: 6:00 PM

Location: NMS Administrative Conference Room

Members & Staff Present: Cynthia Reardon, Virginia Murray, Michael O'Rourke, Sharon Gauvin, Mary Valentine, Ronnie Goldstein, Donna Smith

Members Not Present: _____

The meeting was called to order at: 6:00 PM

Minutes from the May, 2011 Meeting were reviewed and Approved unanimously with no adjustments.

Meeting Motions / Actions and Summary of Discussions:

- Mr. O'Rourke distributed copies of Strategic Plan, discussed linking School Improvement Plan with the Strategic Plan and plans to include the NELMS recommendations from 3 years ago.
- Mr. O'Rourke disseminated a "cycle of inquiry" sheet and talked about our desire to become a NELMS
- Spotlight School. To go through the process requires a school to do a self-reflection and gather data. He explained the process to parent members.
- Mr. O'Rourke distributed the MCAS summary sheet and reviewed steps to reach AYP: Extra math in Grade 7, new SpEd service delivery, monitoring skills, aligning with common core standards. He mentioned the restoration of Team Leaders.
- Mr. O'Rourke mentioned the "substantially separate" programs now located at the Middle School. In the School Improvement Plan, there needs to be help for students with various difficulties that impede performance.
- Re: Bullying programs, NMS will be suing the "Second Step" program and instituting a taskforce, curriculum will become part of P.E.
- Mr. O'Rourke and Mr. Goldstein talked about a component of community involvement, maybe linking with the High School for a cleanup day. Recycling efforts are underway, but preliminary.
- Mr. O'Rourke disseminated a sheet and asked for parent feedback about NMS strengths and challenges. One parent complimented NMS on the "safety" of 6th graders and the team concept.
- Other: A parent asked about starting baseball as a sport at NMS and received good information about who to check with for parent-sponsored activities. Questions about staffing/ Title IX issues and other details were discussed.

List of Documents and Other Exhibits used at Meeting:

- Strategic Plan
- Circle of Inquiry handout
- MCAS summary sheet
- Schoolwide self-reflection sheet "A Schoolwide Look"

Meeting was adjourned at 7:05 PM until the next meeting on Tuesday, November 8 at 6:00PM
at the Norton Middle School.

Respectfully submitted,

Minutes Approved by Committee on: 11.8.11
(Date)

Signatures:

Michael O'Rourke Principal
(Name & Title)

Chairman, Michael O'Rourke
(committee)

NORTON PUBLIC SCHOOLS
Norton Middle School
School Improvement Plan
2011-2014

Michael D. O'Rourke, Principal
Ronnie Goldstein, Assistant Principal

Norton Middle School

215 West Main Street

Norton, MA 02766

508-285-0140

District Mission Statement

Guided by our Core Values, the Norton Public Schools, in an active partnership with the community, provides each student with a quality education fostering personal development and intellectual growth which prepares each student to contribute and succeed in a global society.

ELEMENTS OF THE NORTON MIDDLE SCHOOL IMPROVEMENT PLAN

1. Annual, measurable goals and improvement objectives aligned with school performance for student achievement
2. Analysis of the causes or reasons for the school's failing to meet goals, if applicable
3. Improvement strategies, based on scientifically based research, that address the cause of student performance which have not met improvement objectives and necessary specific changes in instructional practices and school programs
4. High-quality professional development needed to implement the school's improvement objectives
5. Parental and perhaps, community support and involvement tied to the school's improvement objectives
6. Extended time programs, as necessary, to meet the school's improvement objectives
7. Identification of the budget and/or resources needed to implement the school's improvement plan and potential funding sources
8. Methods of coordinating, monitoring, reporting and evaluating the implementation of the school's improvement plan
9. Identification of the responsibilities of the school, school district, state and federal for supporting the implementation of the plan; and
10. Review and approval by the superintendent and School Committee unless the School Committee is unable to approve the plan within (30) days of its receipt by the Committee in which case the plan should be deemed to have been approved.

COORDINATION AND MONITORING:

This school improvement plan will be monitored and coordinated by the Norton Middle School Principal in conjunction with the School Site Council. This plan will be reviewed by the principal in September 2011 with the entire staff in order to outline goals and responsibilities. During each monthly School Council meeting, the principal shall inform the members of the Council regarding progress made towards goals and the financial status of the plan.

THREE YEAR GOAL:

To be removed from the state's watch list by demonstrating dramatic gains in student achievement. This will lead in turn to the Middle School being identified as a NELMS Spotlight School.

School Goal #1 - Students will demonstrate increased academic achievement in the areas of English Language Arts and Math

<u>Objective</u>	<u>Person(s) Responsible</u>	<u>Action Steps</u>	<u>Timeline</u>	<u>Evaluation</u>
<p>To increase the percentage of students performing in the Proficient and Advanced ranges on MCAS and reduce the number in Warning/Failure</p>	<ul style="list-style-type: none"> Curriculum Director Principal SPED Chair/Director ELA/Math Academic Coordinators Content area Teachers Reading Specialist Learning Specialists Team Leaders Guidance 	<ul style="list-style-type: none"> Provide staff with reports from TestWiz and Data Warehouse which identify the performance of the subgroups and articulate specific areas of strengths and weaknesses. Analyze MCAS results to reveal the topics where students need assistance. Facilitate department and team meetings to outline areas of concern and develop action steps to improve student learning Benchmarks/alternative assessments More frequent progress monitoring for students at risk. Use ICE Block and Reading Specialist for Intervention, Correction and Enrichment Intensify teaching of multiple choice, short answer and open response writing across content areas Continue 2 periods of ELA in grade 6 for all students Continue 2 periods of Math in grade 7 for all students 	<p>10/11-6/14</p> <p>10/11-6/14</p> <p>9/11-6/14</p> <p>9/11-6/14</p> <p>2011-2014</p> <p>9/11-6/14</p> <p>9/11-6/14</p>	<p>○</p> <p>○</p> <p>○</p> <p>○</p> <p>○</p> <p>○</p> <p>○</p>
<p>To work toward a full inclusion teaching environment for our students with special needs</p>	<ul style="list-style-type: none"> Curriculum Director Principal SPED Chair/Director ELA/Math Teachers Learning Specialists Guidance Team Leaders 	<ul style="list-style-type: none"> Revise IEP's to reflect inclusion practices grades 5-8 Allow flexible scheduling for Learning Specialists to support students and teachers in the general education classes. Hire highly qualified Special Education teachers to replace several Teacher Assistants Communicate closely with parents Provide professional development to prepare for co-teaching opportunities. Utilize the Reading Specialist for all grades 	<p>9/11-6/13</p> <p>9/11-6/13</p> <p>9/11-6/14</p> <p>9/11-6/14</p> <p>9/11-6/14</p> <p>9/11-6/14</p>	<p>○</p> <p>○</p> <p>○</p> <p>○</p> <p>○</p> <p>○</p>

		<ul style="list-style-type: none"> • Continue 2 periods of ELA in grade 6 for all students • Continue 2 periods of Math in grade 7 for all students 	9/11-6/14 9/11-6/14	<input type="radio"/> <input type="radio"/>
To provide diverse learning opportunities to meet the needs of struggling students	<ul style="list-style-type: none"> • Curriculum Director • Principal • SPED Chair/Director • ELA/Math Academic Coordinators • English/Math Teachers • Reading Specialist • Learning Specialists • Team Leaders • Guidance 	<ul style="list-style-type: none"> • Increase opportunities for common planning time • Provide training/support to teachers to promote effective instructional practices (i.e. differentiated instruction). • Implement targeted instruction during ICE • Utilize Wheaton College and Norton High School tutors • Provide Homework Club opportunities • Implement RTI practices • Utilize Special Education services • Use data and teacher referrals to identify struggling students. 	9/11-6/14 9/11-6/14 9/11-6/14 9/11-6/14 9/11-6/14 10/11-6/14 9/11-6/14 9/11-6/14 9/11-6/14	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>

Evaluation: **C=Completed

I=Implemented

P=Partially Implemented

O=Ongoing

School Goal #2- To better address the needs of at-risk students

<u>Objective</u>	<u>Person(s) Responsible</u>	<u>Action Steps</u>	<u>Timeline</u>	<u>Evaluation</u>
To make the Dropout Prevention Task Force a viable mechanism for raising awareness on the Norton community of issues at-risk students are facing and to solicit help from the community	<ul style="list-style-type: none"> Principal Pupil Services Director Guidance Community Leaders Teachers Parents School Nurse 	<ul style="list-style-type: none"> Raise the profile of the task force so that more members of the community are aware of it and its purpose: cable access, newspapers, activities Have breakfasts and "get-togethers" with at-risk students and community mentors and big brother/big sisters Develop more opportunities for successful students to tutor and advise at-risk students Help this task force grow to include former NHS students who have dropped out and current at-risk students in NHS and NMS 	<p>9/11-6/12</p> <p>9/11-9/13</p> <p>9/11-6/12</p> <p>9/11-6/13</p>	<p>○</p> <p>○</p> <p>○</p> <p>○</p>
To develop programs which will meet the needs of at-risk students and help them see alternatives to dropping out	<ul style="list-style-type: none"> Principal Assistant Principal Guidance Pupil Service Director Community Teachers Parents School Nurse 	<ul style="list-style-type: none"> Team Building programs specifically for at-risk students at NHS and NMS Team Building Programs which mix at-risk students with successful students Creation of middle school to high school transition programs in addition to regular orientation events Tutoring and extra help sessions made available during the school day when needed Guest Speakers tailored to address concerns of at-risk students Use of community resources to give at-risk students job hunting and life skills advice 	<p>09/11-06/13</p> <p>09/11-6/14</p> <p>09/11-6/13</p> <p>09/11-06/12</p> <p>09/11-06/14</p> <p>09/11-06/13</p>	<p>○</p> <p>○</p> <p>○</p> <p>○</p> <p>○</p> <p>○</p>

School Goal #3 - Maintain a safe and respectful learning environment and provide school based activities that offer additional opportunities for learning.

<u>Objective</u>	<u>Person(s) Responsible</u>	<u>Action Steps</u>	<u>Timeline</u>	<u>Evaluation</u>
To maintain a safe and respectful learning environment	<ul style="list-style-type: none"> Principal Assistant Principal Facilities Director Custodians Bus Drivers Guidance Teachers Bully Task Force Parents School Nurse 	<ul style="list-style-type: none"> Explore safety and security issues throughout the building and grounds. Identify students with chronic absenteeism and/or tardiness and implement plans for improvement. Bring in Speakers to discuss safe choices and respect Continue to address bullying and related issues Establish a Middle School Bullying task force Enforce School Rules and Policies that are consistent with the Student Handbook and State guidelines 	9/11-6/14 9/11-6/14 9/11-6/14 9/11-6/12 9/11-6/13 9/11-6/14	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>
To provide school based activities that offer additional opportunities for learning	<ul style="list-style-type: none"> Principal Assistant Principal Guidance Teachers Club/activity advisors Coaches Parents School Nurse 	<ul style="list-style-type: none"> Continue to define the Instructional Support Team (IST) process to match the Response to Intervention model. <ul style="list-style-type: none"> Identify and list appropriate intervention and assessment methods and materials. Continue with Community Service opportunities Offer programs in association with other groups such as Norton High School, the Attleboro YMCA, the Norton Community Task Force, Wheaton College Continue to offer a full range of clubs, activities and school events Continue the college/career exploratory "special" for grade 8, including speakers 	9/11-6/14 10/11-6/14 9/11-6/14 9/11-6/14 9/09-6/11 9/11-6/14	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>

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School Goal # 4- To implement best Middle School practices as supported by COMMLE and NELMS

<u>Objective</u>	<u>Person(s) Responsible</u>	<u>Action Steps</u>	<u>Timeline</u>	<u>Evaluation</u>
To encourage, support and provide professional development in research- based middle level practices	<ul style="list-style-type: none"> Principal Curriculum Director Academic Coordinators Team Leaders Teachers Reading Specialist School Nurse 	<ul style="list-style-type: none"> Survey faculty and staff regarding interests and needs Teachers to visit and observe others in best practices Provide time for teachers to collaborate Teachers attending workshops, conferences etc. will report back to entire faculty/staff 	9/11-6/14 9/11-6/14 9/11-6/14 9/11-6/14	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>
To create a school organization and structure promoting best middle school practice.	<ul style="list-style-type: none"> Principal Curriculum Director Academic Coordinators Team Leaders Teachers School Nurse 	<ul style="list-style-type: none"> Develop a school wide advisory program. Continue to strengthen counseling and support services for students. Utilize a leadership team (team leaders) to collaborate on school-wide decision making. Build a program design that supports teachers in using student work to guide instruction Provide opportunities for a student voice in school decisions 	9/11-6/14 9/11-6/14 9/11-6/14 9/11-6/14 9/11-6/14	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>

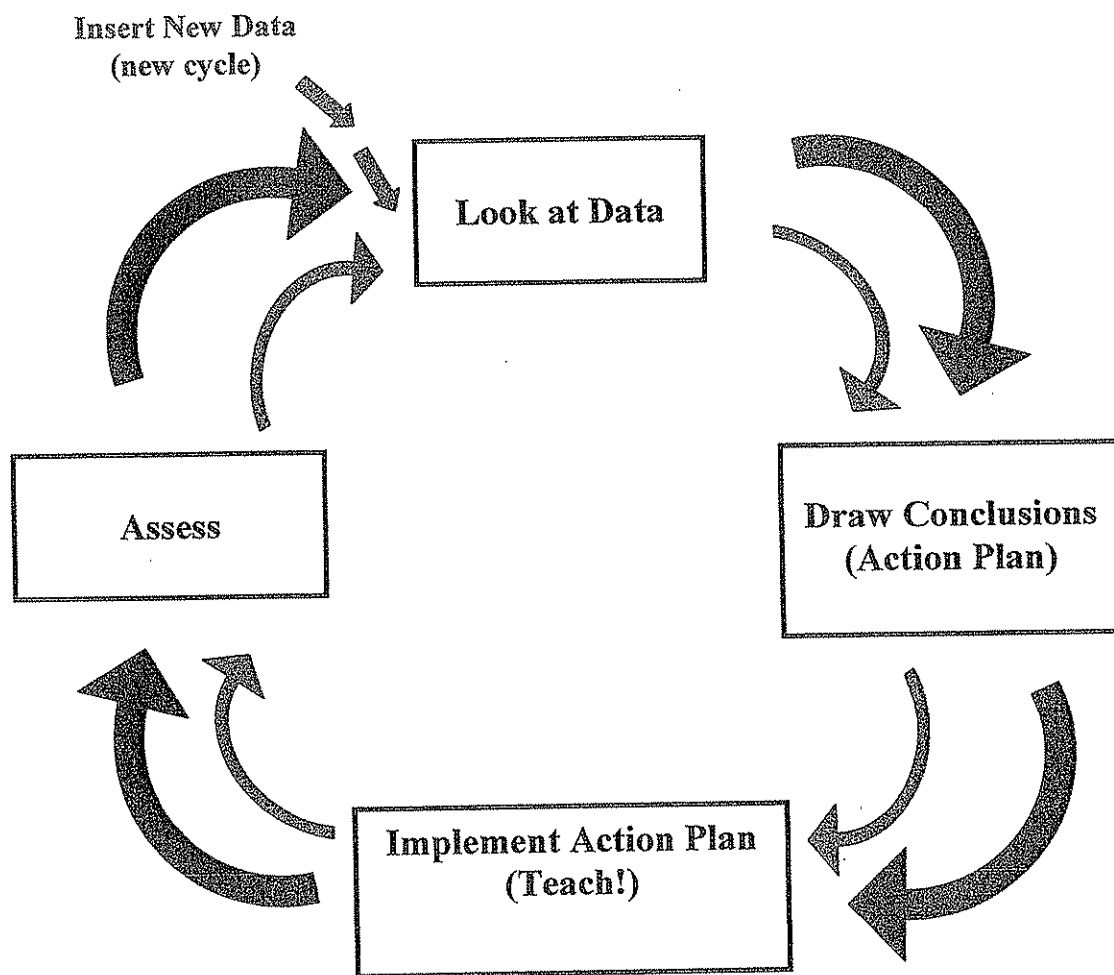
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Cycle of Inquiry



⇒ Simultaneous Cycles



Name: Michael O'Rourke

Norton Middle - 2011 Accountability Data

District: Norton (02180000)
 School: Norton Middle (02180305)
 Accountability & Assistance Level: Level 2
 School Title I Status: Non-Title I School (NT)
 NCLB School Choice Required: No
 Supplemental Educational Services Required: No

2011 Adequate Yearly Progress (AYP) Data - Summary

Summary Data | Detailed Data

	NCLB Accountability Status	Improvement Rating
ENGLISH LANGUAGE ARTS	Improvement Year 1 - Subgroups	On Target
MATHEMATICS	Restructuring Year 2 - Subgroups	On Target

To make AYP in 2011, a student group must meet (A) a student participation requirement, either (B) the State's 2011 performance target for that subject or (C) the group's own 2011 improvement target, and (D) an additional attendance or graduation requirement.

Student Group	(A) Participation		(B) Performance		(C) Improvement		(D) Attendance		AYP 2011
	Did at least 95% of students participate in MCAS?		Did student group meet or exceed state performance target?		Did student group meet or exceed its own improvement target?		Did student group meet attendance (G1-8) or graduation rate target (G9-12)?		
ENGLISH LANGUAGE ARTS	Met Target	Actual	Met Target (95.1)	Actual	Met Target	Change from 2010	Met Target	Actual	AYP 2011
Aggregate	Yes	100	No	95.0	Yes	1.2	Yes	96.2	Yes
Lim. English Prof.	-	-	-	-	-	-	-	-	-
Special Education	Yes	100	No	81.4	No	2.3	Yes	95.5	No
Low Income	Yes	100	No	90.9	Yes	0.2	Yes	94.5	Yes
Afr. Amer./Black	-	-	-	-	-	-	-	-	-
Asian or Pacif. Isl.	-	-	-	-	-	-	-	-	-
Hispanic	-	-	-	-	-	-	-	-	-
Native American	-	-	-	-	-	-	-	-	-
White	Yes	100	Yes	95.1	Yes	1.1	Yes	96.2	Yes
MATHEMATICS	Met Target	Actual	Met Target (92.2)	Actual	Met Target	Change from 2010	Met Target	Actual	AYP 2011
Aggregate	Yes	100	No	83.1	Yes	2.6	Yes	96.2	Yes
Lim. English Prof.	-	-	-	-	-	-	-	-	-
Special Education	Yes	100	No	60.7	Yes/SH	9.4	Yes	95.5	Yes
Low Income	Yes	100	No	70.1	Yes/SH	1.8	Yes	94.5	Yes
Afr. Amer./Black	-	-	-	-	-	-	-	-	-
Asian or Pacif. Isl.	-	-	-	-	-	-	-	-	-
Hispanic	-	-	-	-	-	-	-	-	-
Native American	-	-	-	-	-	-	-	-	-
White	Yes	100	No	83.7	Yes	2.8	Yes	96.2	Yes

Adequate Yearly Progress History										NCLB Accountability Status
		2004	2005	2006	2007	2008	2009	2010	2011	
ELA	Aggregate	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Improvement Year 1 - Subgroups
	All Subgroups	Yes	No	Yes	Yes	No	Yes	No	No	
MATH	Aggregate	Yes	No	No	Yes	Yes	Yes	No	Yes	Restructuring Year 2 - Subgroups
	All Subgroups	No	No	No	Yes	No	Yes	No	Yes	

2011 Glossary of AYP Reporting Terms (pop-up window)

2011 AYP Explanatory Materials

Norton Public Schools
School Name:

A Schoolwide Look

Team Members:

Areas of Strength (VEAI)

Areas of Concern/Who is affected (subgroups/grade levels)

What might be some of the issues involved?

What can you do at your school to support your peers and administrators? (brainstorm ideas)