TOWN OF NORTON

NORTON MIDDLE SCHOOL SITE COUNCIL
(Committee)

MINUTES

Date:__November 14, 2013____   Time__6:02 PM__

ʟocation:__Norton Middle School Administrative Conference Room__

Members & Staff Present: Sharon Gauvin, Mike O'Rourke, Ronnie Goldstein, Mary Steele, Ginny Murray

Members Not Present: _____

The meeting was called to order at:__6:02 PM__

Minutes from the__October 10, 2013__meeting were reviewed and Approved with __No__ adjustments.

Meeting Motions / Actions and Summary of Discussions:

SUBJECT	DISCUSSION	VOTE
Alert Now Message:	Parent feedback was positive- they like receiving the calls	N/A
Motion to approve minutes of October 10, 2013 meeting	** No meeting took place in December.	Approved 5-0
Handout- School Improvement Plan	Began looking through packet and reviewed first goal. M. O'Rourke agreed to review status.	
	M. Steele suggested review of goals to check status of goals at present.	
	M. Steele complimented school on progress over past few years.	
	Discussion ensued about role of technology and preparing students for 21st century demands. iPads, books?? MCAS testing is changing to PARCC, with focus on problem solving.	
	M. O'Rourke mentioned the PLC online meetings as a way to use technology for group discussions.	
	Parent members will take the School Improvement Plan home to review for next meeting.	
	Question raised: How do we prepare students for the next 5 years? Difficulty is maintaining quality and improving. Suggestion was made to have 2 goals, not 4.	

List of Documents and Other Exhibits used at Meeting:
- **School improvement plan 2011-2014**

Meeting was adjourned at 7:06PM until the next meeting on Thursday, February 13, 2013 at 6:00 PM at the Norton Middle School Administrative Conference Room.

Respectfully submitted,   Minutes Approved by Committee on: March 13, 2014
                                                                                    (Date)

Signatures:

Michael D. O'Rourke, Principal   Chairman,   NMS SITE Council
                                                                       (committee)

** No meetings took place in December 2013, January 2014 or February 2014 due to weather conditions.

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.

Objective	Person(s) Responsible	Action Steps	Timeline	Evaluation
To increase the percentage of students performing in the Proficient and Advanced ranges on MCAS and reduce the number in Warning/Failure	• Curriculum Director • Principal • SPED Chair/Director • ELA/Math Academic Coordinators • Content area Teachers • Reading Specialist • Learning Specialists • Team Leaders • Guidance	• 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	10/11-6/14 10/11-6/14 9/11-6/14 9/11-6/14 9/11-6/14 2011-2014 9/11-6/14 9/11-6/14	O O O O O O O O
To work toward a full inclusion teaching environment for our students with special needs	• Curriculum Director • Principal • SPED Chair/Director • ELA/Math Teachers • Learning Specialists • Guidance • Team Leaders	• 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	9/11-6/13 9/11-6/13 9/11-6/14 9/11-6/14 9/11-6/14 9/11-6/14	O O O O O O

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

Objective	*Person(s) Responsible*	*Action Steps*	*Timeline*	*Evaluation*
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	• Principal • Pupil Services Director • Guidance • Community Leaders • Teachers • Parents • School Nurse	• 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	9/11-6/12	O
		• Have breakfasts and "get-togethers" with at-risk students and community mentors and big brother/big sisters	9/11-9/13	O
		• Develop more opportunities for successful students to tutor and advise at-risk students	9/11-6/12	O
		• Help this task force grow to include former NHS students who have dropped out and current at-risk students in NHS and NMS	9/11-6/13	O
To develop programs which will meet the needs of at-risk students and help them see alternatives to dropping out	• Principal • Assistant Principal • Guidance • Pupil Service Director • Community • Teachers • Parents • School Nurse	• Team Building programs specifically for at-risk students at NHS and NMS	09/11-06/13	O
		• Team Building Programs which mix at-risk students with successful students	09/11-6/14	O
		• Creation of middle school to high school transition programs in addition to regular orientation events	09/11-6/13	O
		• Tutoring and extra help sessions made available during the school day when needed	09/11-06/12	O
		• Guest Speakers tailored to address concerns of at-risk students	09/11-06/14	O
		• Use of community resources to give at-risk students job hunting and life skills advice	09/11-06/13	O

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

Objective	*Person(s) Responsible*	*Action Steps*	*Timeline*	*Evaluation*
To encourage, support and provide professional development in research- based middle level practices	• Principal • Curriculum Director • Academic Coordinators • Team Leaders • Teachers • Reading Specialist • School Nurse	• 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	O O O O
To create a school organization and structure promoting best middle school practice.	• Principal • Curriculum Director • Academic Coordinators • Team Leaders • Teachers • School Nurse	• 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	O O O O O

Evaluation: **C=Completed   I=Implemented   P=Partially Implemented   O=Ongoing