SUPERINTENDENT’S REPORT

PROJECT SUMMARY

REPORT DATE       PROJECT NAME                                                                                     PREPARED BY
September 10, 2018 Monthly Summary to School Committee of Key Actions Performed Jordana Harper, Superintendent

Media Coverage:
- Recorder: Fourth-graders nervous, excited on first day of school

Additional Attachments:
- Overwhelmingly Positive Convocation Feedback: 84-97% Rate “Excellent” or “Good”
  Survey results from the 2018-2019 Convocation and All-Staff Safety Training
- New! GPS Offers Hands-On Training for Parents to Use SchoolMessenger App!
  Greenfield Public Schools is pleased to offer a hands-on training/Q&A session to support our new App!
- 1st Day of School Update to Committee. Sent to School Committee Members on

STANDARD 1 – INSTRUCTIONAL LEADERSHIP

- Recognized by the Attorney General for GPS’ Prevention Curriculum and asked to speak on a statewide panel
- Organized and led GPS 2018 Convocation & Safety Training, New Teacher Orientation with excellent feedback
- Convened meeting of Lead Mentors to update curriculum & resources for 18-19 Mentoring Program. New Teacher Mentoring is a DESE Requirement and we are excited to now be entering Year 5 of implementation!
- Met with staff and students at school sites, including AEL teachers and GMS/MSA on the 1st day of school.

STANDARD 2 – MANAGEMENT & OPERATIONS

- Provided First Aid & Emergency Preparedness / Lockdown Training for All Staff during August PD
- Launched “Go Kit” Emergency Preparedness Initiative to equip each classroom with safety supplies
- Conducted successful search for key administrative positions including GMS Principal and GMS/ GHS APs

STANDARD 3 – FAMILY & COMMUNITY ENGAGEMENT

- Attended Meet N Greet Nights at district schools, including Four Corners, Federal Street, GMS/MSA, GHS
- Launched SchoolMessenger communications platform; initiated additional parent training & support
- Responded promptly & professionally to parent communications, encouraging adherence to district policies

STANDARD 4 – PROFESSIONAL CULTURE

- Provide frequent updates to School Committee, including frequent communication with the Chair (often daily)
- Met regularly with new staff to provide onboarding and support, despite staffing vacancies in key positions.
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<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>School</th>
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<tbody>
<tr>
<td>Matthew Holloway</td>
<td>Dir. or Pupil Services</td>
<td>Central</td>
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<td>Autumn Johnson</td>
<td>.5 Psychologist</td>
<td>District</td>
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<tr>
<td>Karen Cousland</td>
<td>Principal</td>
<td>GMS</td>
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<td>Richard Police</td>
<td>Assoc. Principal</td>
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<tr>
<td>Justin Cheney</td>
<td>7th grade teacher</td>
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<td>Kara McCollan</td>
<td>Math teacher</td>
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<td>Christa Pylant</td>
<td>SPED teacher</td>
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<tr>
<td>Jessica Hill</td>
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<td>Sallie Gilliland</td>
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<td>David Whelpper</td>
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<td>Andrea Pasquini</td>
<td>Assoc. Principal</td>
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<td>John Fedirko</td>
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<td>Chrystal Santos</td>
<td>SPED teacher</td>
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<tr>
<td>Courtney Hagar</td>
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<tr>
<td>Deborah Potee</td>
<td>Social Worker</td>
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<tr>
<td>Rachel Mason</td>
<td>ELA Teacher</td>
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<td>Greg Williams</td>
<td>Music</td>
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<td>Jennifer Upright-Lagoy</td>
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<td>Jessica Brown</td>
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<td>Melissa Woolfey</td>
<td>2nd grade teacher</td>
<td>Federal</td>
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<td>Olivia Hurteau</td>
<td>Technology</td>
<td>Federal</td>
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<tr>
<td>Samantha Baker</td>
<td>2nd grade teacher</td>
<td>Federal</td>
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1st Day of School ~ 2018-2019 Updates
1 message

Jordana Harper <supergps@gpsk12.org>  
To: schoolcom2018@gpsk12.org  

Dear Committee Members,

Today was our 1st Day of School! We were thrilled to welcome back students today, and teachers earlier this week. It has been a busy week with 12-17.5 hour days, but is still energizing and positive as it sets the tone for a great year ahead.

Here are a few important updates for you:

- **School Messenger App** - We have launched a new parent communication app! I invested in this system to improve communication with parents, including translation. We can now text, email, and call parents. You can read more and follow the step-by-step guide on how to use it here: https://www.gpsk12.org/gps-central/administration/gps-announces-new-parent-communication-app

- **New Teacher Orientation** - New Teacher Orientation was phenomenal. The teachers were great, we have some very strong new recruits, and we launched our mentoring program with our first-ever Author Skype session.

- **Convocation** - Convocation was launched with a special focus on the work of the late Mr. Rogers. Research into social-emotional learning shows this is an essential component of academic success. You can read the remarks and view highlights from the presentation here: https://www.gpsk12.org/gps-central/administration/mr-rogers-beloved-childrens-character-theme-gps-2018-2019-convocation.
Emergency Preparedness, First Aid, & Lock Down Training for All Staff - The Convocation on 8/28 was followed by Enhanced Lock Down Training by the State Police and Officer Rick Brook on 8/29. We also provided emergency medical preparedness training for all staff (including custodians, paras, teachers, admin assistants, and cafeteria workers) including hands-only CPR, signs of anaphylaxis, and stop the bleed training. All classrooms will be equipped with a “Go Kit” with emergency supplies in the 18-19 school year. This training was very well received and focused on practical and useful skills.
Thank you for having us in to speak with the GPS community about medical emergency preparedness.

Jordana Harper 9/11/18 GPS

1 like 2 retweets 5 replies

Community11Training 9/11 Training
• **Meet N Greets** - Meet N Greets went very well with a different format this year, all schools on the same evening, the night before school started. I was able to visit 4 Corners, Federal Street, GMS/MSA, and GHS. The parent turnout was excellent at all!

• **1st Day of School** - I was able to visit classrooms on the 1st Day of School and spent time with our new principal at GMS.
• *Early Dismissal Due to Weather Conditions* - Early yesterday afternoon I informed the Committee, and then announced to parents using our School Messenger app with Phone, Text, and Email that today would be an early release due to the weather conditions. Despite being the first day of school, the Early Release went well over all and I received overwhelmingly positive feedback from parents and staff regarding the decision and early communication.

• *Bussing* - Bussing is expected to have some delays and hiccups through the first days and weeks of school. We sincerely appreciate parent's patience while routes are ironed out and drivers learn their routes.
- **Transportation Coordinator** - We have interviewed candidates for Transportation Coordinator and extended an offer of employment to the most qualified candidate. We are waiting to hear back. In the meantime, Jesse Sinclair, former Transportation Coordinator for the district, is providing ongoing support during this transition, participated in interviews, and has agreed to mentor our new hire as well. We are grateful to Jesse for assisting us in identifying and resolving transportation concerns while working within the budget as set by the School Committee.

As a reminder, I post regularly to social media and manage the [gpsk12.org website content regularly. We post news and updates, and in addition to the automatic alerts regarding calendar changes you can subscribe to receive notifications of new posts to the web.

Thank you! Looking forward to a great year!

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**Jordana B. Harper**

Superintendent, Greenfield Public Schools  
_Every Child's Success is our Mission!_  
Ph: 413-772-1310 / Fax: 413-772-1379  
Visit us on the web: [www.gpsk12.org](http://www.gpsk12.org)  
Follow us on Twitter! [@Super_GPS](https://twitter.com/Super_GPS)

Please note our NEW address:  
Greenfield Public Schools Central Office  
195 Federal Street, Suite 100  
Greenfield, MA 01301

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Never Miss a Message from Your Child's School

Greenfield Public Schools Expands its Commitment to Communication Outreach With School Messenger!

We are so excited to announce the launch of a new service that will enhance district communication by allowing us to deliver important information for parental outreach, emergency broadcasts, student attendance alerts and other significant communications.

The new service is called School Messenger (SchoolMessenger) and it’s designed to notify parents and guardians automatically for alerts that impact the safety and academic performance of students, extending the district’s existing community outreach efforts and emergency preparedness procedures. It also will be used by our schools to inform parents/guardians of upcoming school events such as statewide testing, parent conferences, and upcoming field trips.

With SchoolMessenger, your child's principal will still be accessible for live visits and will continue to communicate via current methods including paper-based notifications. The district’s implementation of SchoolMessenger is intended to extend its
commitment to remain personally connected with parents/guardian by offering additional and timely communications. The new system even allows us to deliver important information via SMS text messaging should Parents/Guardians indicate they wish to receive text messages on their cell phones.

For more information about School Messenger features and options, see below!!!

How to Access School Messenger if you are a GPS Teacher

Use the following link: go.schoolmessenger.com

- Teachers need to create an account in School Messenger, they do it by going to the go.schoolmessenger.com
- Click the link in the upper right corner that says, Sign up

- It will prompt for you for your school (gpsk12.org) email address.
- It will also prompt you to create a password

Sign up

Use the same email address your school has on record. If you wish to use a different one, please contact your school and ask them to update your email address.

Email
[name]@gpsk12.org

Password


One lowercase letter
One uppercase letter
6 - 255 characters

Location

US United States

Is your school in Canada? Switch location

Sign up

- Enter your gpsk12.org email address and pick a password, then click **Sign Up**.
- School Messenger will then ask you to verify your account by following instruction sent to your gpsk12.org email address.
- To complete your account registration, please follow the instructions you received via email.
- Once you've created a School Messenger account, SM will link to your PowerSchool account and you will see your class lists.
- Next time you wish to login to your School Messenger account, go to **go.schoolmessenger.com**, and instead of clicking Sign up, click **Log in**

[Image of SchoolMessenger logo]

**A powerful new way to stay connected to your student's school or district**

How to Access School Messenger if you are a GPS Administrator

**Use your PowerSchool login** PowerSchool for Admins

- Scroll down the list of links on the left side of the page.

Applications

- PowerLunch
- PS Administrator
- PT Administrator
- ReportWorks Developer
- Blue Steel CPM
- **SchoolMessenger**

School Messenger is linked to your PowerSchool login so no username or password is required if you login through PowerSchool.

General Guides and Quick Start Instructions

- **Getting Started PDF** - Everything you need to know for sending a message
- **Quick Start for New Users** - Here are the steps to a simple one-time setup for new users to make learning the system and sending notifications quick and easy.
- **Advanced Training Guide** - This PDF details some of the more advanced features you can use to enhance your notification.

How to Send a Message to all Students in a School or Class (Admins, Teachers, & Staff)

- **Create a Contact List Using Rules** - Message all staff in your building, all students in your building, or a class list of particular students in your building.

School Messenger and Text Messages (Opt-in Process for Parents, Teachers, & Staff)

School Messenger gives you the choice of receiving school notifications by Text messaging!

Q: How do I opt in (or out) of text messaging?
- To opt IN to text messaging, send a text to 67587 that says Y or YES
- To opt OUT of text messaging, send a text to 67587 that says CANCEL

- You'll know you were successful if you receive the following reply message:
- **You are registered to receive approximately 3 msgs/mo. Txt STOP to quit, HELP for help.**
- Repeat this opt-in process for any cell phone number that you wish to include.
- Please be sure to give your cell phone number to your school office, if you haven't already done so.

Please note, although the district does not charge you for this service, it does not pay for text message charges that may be incurred by you for sending or receiving text messages. Check with your wireless carrier for possible charges.

School Messenger Mobile Apps (For Teachers, & Staff)
Parents should use the **School Messenger for Android** app
- **Guide to sending communications using your Android cellphone**

Parents should use the **SchoolMessenger iOS app**
- **Guide to sending communications using your iPhone**

School Messenger for Admins, Mobile App for iPhones (**SchoolMessenger Admin for iOS**)

School Messenger for Admins, Mobile App for Android (**SchoolMessenger Admin for Android**)

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**School Messenger for Parents/Guardians**

- Parents/Guardians are already set up for emergency notifications from the Superintendent's Office and their child's school.
- Additionally, parents/guardians will be able to send and receive communications to and from classroom teachers through School Messenger by logging in to the PowerSchool Parent Portal.
- Schools are in the process of updating parent/guardian contact information and sending letters home with directions on how to create a PowerSchool Parent/Guardian Portal Login
- After you log in to your PowerSchool Parent Portal account you will see a School Messenger link in the table of contents on the left side of the page.
- Click this link to set up your School Messenger account. You will then be able to communicate directly with your child's teacher.
• Please do not use the Smartphone app or login to School Messenger before your PowerSchool Parent/Guardian account is set up.
GPS Central Office
413.772.1300 (voice), 413.774.7940 (fax)
195 Federal St. Suite 100, Greenfield, MA. 01301

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School Messenger Info Session for Parents

Greenfield Public Schools

INFO SESSION FOR PARENTS

Date: September 6, 2018

We are excited to announce that the inaugural School Messenger Parent Information Session will take place in the main school lobby on Wednesday evening, September 12th at 6:30 PM - 8:00 PM.

All parents/guardians interested in learning more about School Messenger and how to use the features to set up notification settings or communicate with their child's classroom teacher are welcome to attend.

During the evening, we will explore the following topics:

- Creating a Parent School Messenger Account using the parent work sent to the child's school.
- Setting up notification preferences and connecting to School Messenger through PowerSchool.
- Understanding the School Messenger Mobile Apps (web and mobile cell phone apps)
- Setting up Parent School Messenger Alerts and reminders.

For more information about School Messenger, visit our website.

Please join us for the training. GPS staff will be on hand to assist with training.

Thank you.

Greg S. Kindberg, Director of Technology

Please share your feedback with us at gpssupport@gps.k12.va.us.
Recruiter: "Fourth-graders nervous, excited on first day of school!"

Greenfield Public Schools in the News

Phil Dieck, August 22, 2014

Greenfield — In Mrs. Alm’s fourth-grade classroom at Franklin Street School, students were walking around, gathering supplies — backpacks, paper, pencils — and getting ready for the first day of school.

"The students are very excited," said Alm, who has taught fourth-grade for 13 years. "They’re a little nervous, but they’re excited as well."

The students were bustling with activity, some sitting at their desks to play with their toys or to read books, while others were helping each other with supplies or just chatting.

"I’m really, really excited," said one student as she helped another find her backpack. "I’ve been looking forward to this day all summer!"

The excitement was palpable, with students running to their desks, opening their backpacks, and pulling out their books and supplies.

"I’m a little nervous," admitted another student. "I don’t know what to expect."

But overall, the mood was one of excitement and anticipation.

"We’re really looking forward to the first day," said Alm. "It’s always a big day for the students."

Students were happy to be back in school, with many saying they missed their friends and teachers over the summer.

"I’m really happy to be back in school," said one student. "I’ve missed my friends!"

The day was filled with new experiences and adventures, with students learning new things and meeting new people.

"It’s always a lot of fun," said Alm. "We have a lot of fun on the first day."
GPS 2018 Convocation & All-Staff Safety Training Survey

75 responses

Please rate the 2018 GPS Convocation, "Won't You Be My Neighbor?" on Mon. Aug 27.

75 responses

84% Excellent!

Please rate the GPS All Staff Training including Enhanced Lockdown Training and First Aid & Emergency Preparedness on Tues. Aug 28.

75 responses

https://docs.google.com/forms/d/1hLd_4lGODZWVIdw1Yby8UeHh8QFTFqoszBm0mtabYA/viewanalytics