

**Greenfield Public Schools  
Federal Street Elementary School  
School Improvement Plan 2018-2020**

## **Federal Street Elementary School Instructional Focus:**

A coordinated school-wide effort to have all Federal Street School students demonstrate growth in their ability to read, comprehend, and respond effectively in a variety of ways to informational materials in all academic areas.

### **Introduction**

Federal Street Elementary School is the school with the downtown connection. The curriculum has a specialization in partnering with local businesses. At each grade level, students will be learning and partnering with a variety of businesses and organizations downtown. The students will also perform community services with people of the organizations to include: the fire station, post office, town offices; including the Mayor, the hospital, Greenfield Public Library, Senior Center, Greenfield Elks, GCC and the YMCA in addition to new partnerships each year.

Federal Street is a K-4 elementary school that houses 16 classrooms with an average class size of twenty. Federal Street embraces a 3 tiered literacy model to address the needs of all students. Students are provided with a variety of online accounts to practice and master math and reading skills including online account tools. Academic progress monitoring is emphasized to optimize student growth and every child's progress is reviewed weekly at grade level meetings to ensure achievement in both math and reading. Expectations for student achievement are high and include excellent attendance, effort, achievement and citizenship. Federal St. School is a Title 1 school and this School Improvement Plan serves as the school's Title 1 plan. All Federal St. School teachers and Instructional Aides are highly qualified and committed to the wellbeing of all students.

Federal Street practices Responsive Classroom, Polly Bath Behavior strategies and PATHS all approaches to elementary teaching that emphasizes social, emotional, and academic growth in a strong and safe school community. We strive to create meaningful family involvement including: volunteering, field trip chaperones and participation in school events.

**Goal I - Improve Academic Achievement: Federal Street Elementary School will continue to accelerate student learning in core academic subjects by making meaningful improvements to the quality of instruction in support of school-wide achievement objectives.**

Objectives	Key Actions	Measures of Success	Timeline
<p><b>Objective 1:</b> All students will make strong continual progress toward proficiency and excellence in reading and writing</p>	<ul style="list-style-type: none"> <li>• Accelerated Reader is used in grades K-4</li> <li>• Tier II instruction is provided by Title I and support staff</li> <li>• Tutors provide academic support in reading, writing and math</li> <li>• NWEA Map assessment is administered three times per year and is used to monitor student progress and plan instruction in grades K-4</li> <li>• Use DIBELS assessments are administered with all students in K and Grade 1 and for Intervention students in Grade 2-4.</li> </ul>	<p>By Spring 2020, 80% of all students (K-1) will reach grade level benchmarks on DIBELS subtests.</p> <p>By Spring 2020, the average score on Scott Foresman Reading Street end of the year testing will be 80%</p> <p>By Spring 2020, 80% of students will meet or exceed the expected grade level growth goal on NWEA MAP tests in reading</p> <p>By Spring 2020 70% of students in grades 3 and 4 will meet or exceed the state average score on the ELA portion of the MCAS 2.0.</p>	<p>Sept. 2018- June 2020</p> <p>Sept. 2018- June 2020</p> <p>Sept. 2018- June 2020</p> <p>May 2020</p>
<p><b>Objective 2:</b> All students will make strong continual progress toward proficiency and excellence in mathematics.</p>	<ul style="list-style-type: none"> <li>• FASTT Math, Symphony Math and SPLASH Math computer programs are used in grades K-4</li> <li>• Pearson Envision unit and end of the year assessments are given in grades K-4.</li> </ul>	<p>By Spring 2020, the average score on the Envision End of the Year testing at each grade level K-4, will be 80%.</p> <p>By Spring 2020, all students will show growth on grade level math fact assessments.</p>	<p>Sept. 2018 June 2020</p> <p>Sept. 2018- June 2020</p>

	<ul style="list-style-type: none"> <li>• Tier II instruction is provided by support staff and title I staff</li> <li>• NWEA Map assessment is used to monitor student progress and plan instruction in grades K-4</li> <li>• Math facts are practiced regularly and assessed at each Math Team Time meeting. Progress reports are submitted for review at each of these meetings.</li> </ul>	<p>By spring 2020, 80% of students will meet or exceed the expected grade level growth goal on NWEA MAP tests in mathematics</p> <p>By Spring 2020, 70% of students of grades 3 and 4 will meet or exceed the state average score on the Math portion on MCAS 2.0</p>	<p>Sept. 2018- June 2020</p> <p>May 2020</p>
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**Goal II - Build a Professional Collaborative Culture to Improve Student Achievement: Federal Street Elementary School will effectively build a professional culture of teacher leadership and collaboration (e.g. designated collaborative planning time, on-site targeted professional development) focused on strengthening instructional practice and meeting school-wide achievement goals and objectives.**

<b>Objectives</b>	<b>Key Actions</b>	<b>Measures of Success</b>	<b>Timeline</b>
<p><b>Objective 1:</b> Teacher teams meet regularly to discuss and analyze student work and data for the purpose of setting high standards, assessing student learning, and strengthening the use of school-wide instructional practices.</p>	<ul style="list-style-type: none"> <li>• Classroom, Special Education and Title 1 teachers meet for 20minutes daily to assess student work, analyze student data, and plan instruction</li> <li>• Faculty meetings are held 2 times a month after school to identify common goals and implementation of common instructional strategies</li> </ul>	<p>Grade level Team Time minutes and assessment data will be housed in the Principal's office.</p> <p>Faculty Meeting agendas and minutes.</p>	2018-2020
<p><b>Objective 2:</b> Faculty, staff, and administrators regularly engage in</p>	<ul style="list-style-type: none"> <li>• Federal St. School faculty will participate in district PD trainings.</li> </ul>	<p>PD agendas, sign in sheets and certificates.</p> <p>Data analysis sheets and Individual</p>	2018-2020

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professional development, data-driven analysis and planning to improve student learning.	<ul style="list-style-type: none"> <li>• Instructional Assistants will participate in 6 hours of meetings per year for PD and planning.</li> <li>• Federal St. School faculty will review MAP data mid-year.</li> </ul>	student plans.	
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**Goal III – Continue to Provide Enrichment Activities to Improve Academic Achievement: Federal Street Elementary School offers enrichment opportunities that build student skills and interests and deepens student engagement in school/learning in support of school-wide achievement goals.**

Objectives	Key Actions	Measures of Success	Timeline
<p><b>Objective 1:</b> Enrichment opportunities help to develop students’ skills and talents, explore special interests, and perform/demonstrate/exhibit the products of their work.</p>	<p>Enrichment activities include:</p> <ul style="list-style-type: none"> <li>• All students, K-4 participate in Art, Wellness, Music, Physical Education and Technology classes once a week.</li> <li>• All students are given the opportunity to participate InTechnology;/Film making Projects</li> <li>• All second, third and fourth graders are given the opportunity to participate in Chorus, Band and free string instrument lessons.</li> <li>• Staff and students host monthly All School Meetings where the children have the opportunity to develop confidence with presentation skills and</li> </ul>	<p>Teacher lesson plans and Principal observation notes.</p> <p>Chorus, Band and Strings for Kids rosters.</p> <p>All School Meeting participation documentation of the monthly agenda, school meeting schedule for classroom responsibility and photos of each meeting.</p> <p>Partnership documentation will participates to include schedules, and specific activities.</p>	<p>2018-2020</p>

	<p>audience skills.</p> <ul style="list-style-type: none"> <li>• Partnerships with community businesses and participating in service projects</li> <li>• Attend and participate in theater performances and symphony concerts</li> <li>• Attend one/two all school field trip activities. Signature trips are attending the UMASS women’s basketball game at the Mullins Center and going to the movies at the Garden Theater on Main St., Greenfield</li> <li>• Each classroom is assigned a buddy classroom for enrichment and mentoring.</li> <li>• Franklin County Waste Management will provide education and oversight of school wide composting.</li> </ul>		
<p><b>Objective 2:</b> Leadership is in place to support the integration of enrichment activities to be enhanced through connections with the community.</p>	<ul style="list-style-type: none"> <li>• Instructional Leadership team meets monthly to support teachers concerns.</li> <li>• All classes will participate in field trips to expand learning beyond the school wall.</li> <li>• Observation and feedback</li> </ul>	<p>The ILT will keep agendas, minutes, and documents that demonstrate the integration of enrichment activities. ILT will also provide feedback to the staff at monthly staff meeting.</p> <p>Schedules of field trips taken by</p>	<p>2018-2020</p>

	<p>form will be created to use with all enrichment activities</p> <ul style="list-style-type: none"> <li>• School Council to meet monthly. Council made of parent, community, teacher and Principal members</li> </ul>	<p>class/grade to include destination and content area.</p>	
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**Goal IV – Increase Parent Involvement to Support Student Learning and Achievement: Federal Street Elementary School sees parents as partners in their children’s academic achievement and social development and will continue to increase parent involvement.**

Objectives	Key Actions	Measures of Success	Timeline
<p><b>Objective 1:</b> Federal Street administration, teachers, and staff will continue to provide parents and community members information on school activities, student achievement and accomplishments, school calendar, and ways to be involved in the Federal Street Elementary School community.</p>	<ul style="list-style-type: none"> <li>• Post information on the district/school website including calendar, principal letters, announcements, school newsletters, PTO information, etc.</li> <li>• Parent email lists/ cell phone numbers are collected.</li> <li>• Monthly PTO meetings and School Council Meetings are held, and dates are provided for families.</li> <li>• Federal Street Elementary School's Monthly Newsletters (Principal and Classroom teachers) are sent home and also posted on the school website</li> <li>• School Messenger to be used to communicate with families and also for families to communicate with GPS personnel.</li> <li>• All School Meeting dates, and invitations to attend are sent home</li> </ul>	<p>District and School website pages.</p> <p>Teacher and administrator communication logs showing response to parent questions and concerns within 24 hours via email, text, phone and face to face conversations</p> <p>Agendas, minutes and sign in sheets from PTO and School Council Meetings</p> <p>Parent Sign In Lists for events</p> <p>Videos and pictures from assemblies, celebrations, and school activities</p>	<p>2018-2020</p>

	<p>to encourage family attendance</p> <ul style="list-style-type: none"> <li>• Parent conferences are regularly scheduled twice a year and as needed or when requested.</li> <li>• Parents and community members are welcomed as volunteers</li> </ul>	<p>Parent – Teacher conference schedules</p> <p>Letters, lists of meeting dates, and calendars sent to families and community members</p> <p>Volunteer forms and sign in sheets</p>	
<p><b>Objective 2:</b> Federal Street administration, teachers, and staff will continue to reach out to students and their families to ensure access to technology and educational resources.</p>	<ul style="list-style-type: none"> <li>• Make log-ins and passwords for online academic programs available to families for use at home</li> <li>• Provide strategies for families to work with children at home through school and classroom newsletters</li> <li>• Teachers will provide math and reading challenges to be completed during breaks and school vacations</li> <li>• Continue Federal Street's relationship with the Greenfield Public Library making their resources known and available to parents through newsletters and classroom visit.</li> <li>• Reinstate a volunteer librarian to offer children experience with the school library.</li> <li>• Provide a book fair twice a year during parent conferences or events</li> </ul>	<p>Document use of technology</p> <p>Field trips to the GPL.</p> <p>Monitor and document use of the school library</p> <p>Records and communications that demonstrate parent outreach</p> <p>Copies of math and reading challenge packets</p>	<p>2018-2020</p>

<p><b>Objective 3:</b> Parents will be provided opportunities and resources to support their children’s academic achievement and social development.</p>	<ul style="list-style-type: none"> <li>• Post student work and data publicly so it can be shared with parents and community members when they visit the school</li> <li>• School social worker will provide ongoing support to students and their families</li> <li>• Federal Street Elementary School administration works with outside social agencies to provide support to students and their families</li> <li>• Continue use of Responsive Classroom practices. This is a school-wide approach to elementary teaching that emphasizes social, emotional, and academic growth in a strong and safe school community to enable optimal student learning.</li> </ul>	<p>Student data that is posted and pictures of student work is displayed</p> <p>Descriptions of the ways that the school social worker has worked with children and families</p> <p>Descriptions of the outside agencies that have worked with Federal Street Elementary School administration and staff</p>	<p>2016-2018</p>
<p><b>Objective 4:</b> Federal Street administration, teachers, and staff will continue to assist preschool students and new students through the transition into the school.</p>	<ul style="list-style-type: none"> <li>• Incoming Kindergarten families will be invited to visit the school in the spring at an Open House event.</li> <li>• Continue to have Pre-school visits to provides pre-school children an opportunity to see the visit Kindergarten classrooms and to see the school.</li> <li>• Information packets explaining procedures at Federal St. School will be shared with K families and new students in other grades.</li> </ul>	<p>Sign in sheets and feedback forms from Open House events</p> <p>Copy of the information packets</p> <p>Schedule of the preschool visits from participation preschools.</p>	<p>2018-2020</p>



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**Goal V - Use Technology to Improve Student Achievement: Federal Street Elementary School will use technology to enhance learning, engage students, and improve student achievement.**

Objectives	Key Actions	Measures of Success	Timeline
<p><b>Objective 1:</b> Federal Street teachers and staff will use computer based programs to support learning, engage students, and improve student achievement.</p>	<ul style="list-style-type: none"> <li>Accelerated Reader, FASST Math, Lexia Spire and Read Naturally are used with students K-4</li> <li>Websites used by classroom teachers include Reading A-Z, , Learning, ABC Teach and Splash Math ( at the K and 1 level)</li> <li>NWEA Map computer assessment is administered 3 times a year in grades 1-4 and 2 times a year in Kindergarten to monitor student progress and focus instruction.</li> </ul>	<p>Improved academic achievement in reading and mathematics for all students using the software.</p> <p>MAP scores</p> <p>Teachers will analyze student data regularly to monitor student progress and classroom instruction.</p>	<p>2018-2020</p>
<p><b>Objective 2:</b> Federal Street teachers and staff will use web-based interactive tools to support learning, engage students, and improve student learning.</p>	<ul style="list-style-type: none"> <li>Teachers utilize SMART Board technology for instruction</li> <li>Computer programs support student learning in English Language Arts and math.</li> <li>Computers or Chromebooks are available in all classrooms.</li> </ul>	<p>Teacher lesson plans</p> <p>Improved student engagement and motivation as evidenced through classroom observations and analysis of student data (discipline data, health office visits, absenteeism, classroom engagement)</p>	<p>2018-2020</p>

<p><b>Objective 3:</b> Federal Street teachers and staff will participate in professional development on technology and web based tools for to use in the classroom.</p>	<p>Provide in-district professional development and staff attendance at conferences and online trainings on:</p> <ul style="list-style-type: none"> <li>• SMART Board applications</li> <li>• Use of web-base tools</li> <li>• NWEA MAP assessment implementation and instructional resources</li> <li>• Integrating technology into the curriculum</li> <li>• Assistive technology</li> </ul>	<p>Technology professional development documented by:</p> <ul style="list-style-type: none"> <li>• Professional Development Calendars</li> <li>• In-district Professional Development</li> <li>• Conference Participation Certificates</li> <li>• Agendas from Grade Level and Faculty Meetings</li> <li>• Online Professional Development</li> </ul>	<p>2018-2020</p>
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## **OUR MISSION STATEMENT**

**Each day we will provide a caring, safe and supportive community in which students acquire a love of learning. We will respond to the diverse learning and social needs of all students, as we challenge them to reach their fullest potential.**