

School Improvement Plan



School: Westfield High School

Date: October 7, 2008

Year: FY 2009-2011

Raymond K. Broderick
Principal

Date November 2008

School Council Signatures:

Position:

Raymond K. Broderick

Chairman

Patricia Byrnes

Co-Chairman

Alison Kelly

Faculty

Barbara Lavoie

Faculty

Kathryn Milligan

Faculty

Angela Nunes

Faculty

Julie Schortmann

Faculty

Margaret Toomey

Faculty

Margaret O'Grady

Parent

Sue Perez

Parent

Linda Rowbotham

Parent

Betty Sheldon

Parent

Joanne Viets

Parent

Ted Perez

Business

Michael Zuber

Business

Megan Casey

Student

Lauren Mayhew

Student

George Kelleher

Community

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Si usted desea una copia de este documento en español, favor de comunicarse con el/ia Principal de su escuela.

Если Вы хотите получить данный документ на русском языке, пожалуйста, обратитесь в главный офис школы, где учится Ваш ребенок. Якщо Ви хочете отримати даний документ на українській мові, будь ласка, зверніться до головного офісу школи, де навчається Ваша дитина.

COMPREHENSIVE NEEDS ASSESSMENT

I. Introduction

(mission, climate, discipline, and safety)

The mission of Westfield High School is to provide students with experiences that contribute to a solid foundation of knowledge, skills, and attitudes on which students can build responsible, fulfilling, self-directed lives.

The climate at Westfield High School is such that a positive teaching and learning environment is maintained. A special effort is made via the Renaissance program to maximize school spirit and pride. Whenever possible, we celebrate the successes and accomplishments of our students, staff, and teams.

Our discipline data reflects a philosophy, which considers respect as the corner stone to our program. Respect for each other, the facility, and the established rules, regulations, and policies.

Safety is of our uttermost concern. We have to date, on several occasions, reviewed the various safety procedures established at our facility. We are looking forward to the completion of the camera project which will very much augment our surveillance of the parking lots and grounds. We are focusing this year on the implementation of a revised Harassment/Bullying protocol, and will continue to address this issue with staff, students, and parents.

COMPREHENSIVE NEEDS ASSESSMENT

II. School Demographics

➤ **Cultural Groups:**

Hispanics 9.55% Asian 1.38% Russian N/A%
Ukrainian N/A% Afro-American 1.25%
Other 87.06%

➤ **Enrollment:** (Projected, Fall 2008)

PreK	<u> </u>	Grade 3	<u> </u>	Grade 7	<u> </u>
Kindergarten	<u> </u>	Grade 4	<u> </u>	Grade 8	<u> </u>
Grade 1	<u> </u>	Grade 5	<u> </u>	Grade 9	<u>382</u>
Grade 2	<u> </u>	Grade 6	<u> </u>	Grade 10	<u>398</u>
Grade 11	<u>431</u>	Grade 12	<u>375</u>	Post Grad	<u>6</u>

Total # of Males 799

Total # of Females 793

➤ **Risk Factors:** (Spring, 2008)

Free Lunch	<u>16.6</u> %	Reduced Lunch	<u>4.5</u> %
Homeless	<u>4/0.002</u> %	Foster Children	<u>20/1.25</u> %
Sped	<u>13.25</u> %	Eng. Lang. Learners	<u>1.4</u> %
Absenteeism	<u>92.02</u> %	Suspensions	<u>1269</u>
Drop Out Rate	<u>52/3.2</u> %	504 Plans	<u>3.9</u> %
Choice	<u>55/3.5</u> %	Other:	<u> </u> %

➤ **Other Variables:**

COMPREHENSIVE NEEDS ASSESSMENT

III. Academic Data

- **Test Results:** Name of Test, Performance Data
(Attach documentation as necessary)

Grade	Reading/LA	Math	Other
	Advanced Placement Lang 50/3.02	Advanced Placement Calculus 49/1.74	Advanced Placement Science:
	Advanced Placement Lit 78/3.2		Biology 13/1.43 Chemistry 24/2 Physics 3/5
	MCAS ELA Mean 250 Failing: 14	MCAS Math Mean 246 Failing: 29	History: US 88/2.05 Govt. 52/2.63 Econ 28/4
	Educational Proficiency Plans 73	Educational Proficiency Plans 95	Foreign Lang: French 7/4 German ¾.33 Spanish 14/1.5
	MCAS Retest 47	MCAS Retest 70	
12	SAT Writing 500 National 494	SAT Math 516 National 515	SAT CR Reading 502 National 502
			MCAS Science:
			Physics 86%
			Biology 90%
			Chemistry 100%
			Technology 100%

COMPREHENSIVE NEEDS ASSESSMENT

➤ **Priorities by Program Area**

Specify objectives and standards by grade/course and subgroups.

Grade _____	RLA Priority	Target	Math Priority	Target	Science Priority	Target	Other:	Target
Aggregate								
ELL								
Special Education	Analysis in Progress		Analysis in Progress					
Disadvantaged	Analysis in Progress		Analysis in Progress					
Hispanic								
Other:								
Other:								

COMPREHENSIVE NEEDS ASSESSMENT

IV. Highly Qualified Staff

All teachers and paraprofessionals will be highly qualified to comply with the requirements of the NCLB Act.

➤ **Teachers and Paraprofessionals:**

Total # of Teachers 106

Total # of Teachers not highly qualified 12

Total # of Paraprofessionals 22

Total # of Paraprofessionals not highly qualified 0

By the end of FY09 95% of teachers and 100% paraprofessionals will be highly qualified.

By the end of FY10 99% of teachers and 100% paraprofessionals will be highly qualified.

By the end of FY11 99% of teachers and 100% paraprofessionals will be highly qualified.

V. Parental Involvement

➤ Activities (Number attending)

Literary Nights N/A Volunteers 24

Books for Bingo N/A Open House 600+

PTO 12-20 Fall Conferences 773

School Council 5 Other

% of Parents attending all school activities 2007-2008 30

By the end of FY09 the % of parents attending activities will increase to 50%.

By the end of FY09 the % of parents attending activities will increase to 60%.

By the end of FY09 the % of parents attending activities will increase to 70%.

VI. Student Support Services

- Number and percent of students serviced

Service	Number	Percent	Target %
Adjustment Counseling	271 in addition to IEP assignment	17	
Tutoring	Career Center Visits 22 sessions		
Before School Programs	DNA		
After School Programs	Athletic Program 60 teams/ 1000 participants		
Summer Programs	Academic Support 20 incoming freshman		
Career Center 08-09 term 1	5229 student visits		
Library	07-08 29,927 student visits		

VII. Transitions

Students will be successfully transitioned from home to school and from level to level.

- **Enrollment**

Number of students to be enrolled in Fall FY09:

PreK DNA

Kindergarten DNA

Grade 6 DNA

Grade 9 380

- **Activities**

1. Summer Academic Support (20)
2. Summer Orientation (280 students, 125 Parents)
3. February Grade 8 Orientation (75%)

ACTION PLAN

Student Achievement

District Goal 1: To improve academic achievement of all students.

District Goal 2: To provide support so that all schools will meet AYP in ELA, Math, and Science.

School Goal # 1 To meet AYP in ELA & Math in all subgroups: School Objective # 1 Increase the use of available assessment data in making instructional decisions							
<u>Strategies</u>	<u>Activities</u>	<u>Time Line</u> From _____ to _____ (per activity)	<u>Budget</u>	<u>Resources</u>	<u>Assessment</u> (How will you measure achievement or improvement as established in your objective?) Diagnostic: MCAS results, DIBELS, etc. Where are the students at the beginning of the school year. What data are you using? Process or Formative: How often, when and what instruments are you using to measure progress in process (ie., _____ test in Nov. and March) Summative: Post test – MCAS, DIBELS, etc. Where are the students at the end of the school year? Did you accomplish your objective?		
					<u>Diagnostic</u>	<u>Process or Formative</u>	<u>Summative</u>
1. Use demographic and MCAS data for building data analysis	1. Content areas will examine data during PD opportunities	Sept. 08-09	LEA	Local			Meeting minutes and content area curricular and instructional recommendations.
					<u>Diagnostic</u>	<u>Process or Formative</u>	<u>Summative</u>

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ACTION PLAN

Student Achievement

District Goal 1: To improve academic achievement of all students.

District Goal 2: To provide support so that all schools will meet AYP in ELA, Math, and Science.

School Goal # 1: To meet AYP in ELA &Math in all subgroups
School Objective # Improve academic performance of all targeted subgroups:

<u>Strategies</u>	<u>Activities</u>	<u>Time Line</u> From _____ to _____ (per activity)	<u>Budget</u>	<u>Resources</u>	<u>Assessment</u> (How will you measure achievement or improvement as established in your objective?) Diagnostic: MCAS results, DIBELS, etc. Where are the students at the beginning of the school year. What data are you using? Process or Formative: How often, when and what instruments are you using to measure progress in process (ie., _____ test in Nov. and March) Summative: Post test – MCAS, DIBELS, etc. Where are the students at the end of the school year? Did you accomplish your objective?		
					<u>Diagnostic</u>	<u>Process or Formative</u>	<u>Summative</u> Subgroups meeting AYP
1 Adjust learning opportunities that meet the needs of all subgroup populations	1.Examine and implement potential scheduling alternatives and adjustments 2. Pre & Post testing with analysis 3. Student work analysis	9/08-6/09	LEA	Local			

ACTION PLAN

Student Achievement

District Goal 1: To improve academic achievement of all students.

District Goal 2: To provide support so that all schools will meet AYP in ELA, Math, Science.

School Goal # 2 To provide academic support and guidance so that students satisfactorily complete developed EPP: School Objective # 1. Monitor the completion of the subject specific EPP's							
	<u>Activities</u>	<u>Time Line</u> From _____to _____ (per activity)	<u>Budget</u>	<u>Resources</u>	<u>Assessment</u> (How will you measure achievement or improvement as established in your objective?) Diagnostic: MCAS results, DIBELS, etc. Where are the students at the beginning of the school year. What data are you using? Process or Formative: How often, when and what instruments are you using to measure progress in process (ie., _____ test in Nov. and March) Summative: Post test – MCAS, DIBELS, etc. Where are the students at the end of the school year? Did you accomplish your objective?		
					<u>Diagnostic</u>	<u>Process or Formative</u>	<u>Summative</u> Completed EPP requirements and issuance of a HS diploma
1. Provide learning opportunities so as to satisfy the requirements of the established EPP's	1. Complete quarterly analysis of student achievement 2. Communicate with parents regarding their child's EPP status	2008-2010	LEA	LEA			
					<u>Diagnostic</u>	<u>Process or Formative</u>	<u>Summative</u>

ACTION PLAN

Student Achievement

District Goal 1: To improve academic achievement of all students.

District Goal 2: To provide support so that all schools will meet AYP in ELA, Math, and Science.

School Goal # _3 Provide service learning opportunities for all students__ : School Objective # 1.							
<u>Strategies</u>	<u>Activities</u>	<u>Time Line</u> From _____to_____ (per activity)	<u>Budget</u>	<u>Resources</u>	<u>Assessment</u> (How will you measure achievement or improvement as established in your objective?) Diagnostic: MCAS results, DIBELS, etc. Where are the students at the beginning of the school year. What data are you using? Process or Formative: How often, when and what instruments are you using to measure progress in process (ie., _____ test in Nov. and March) Summative: Post test – MCAS, DIBELS, etc. Where are the students at the end of the school year? Did you accomplish your objective?		
					<u>Diagnostic</u>	<u>Process or Formative</u>	<u>Summative</u>
1. Examine available research and data regarding service learning	1. Explore service learning options	2008-2010	LEA	Local			Proposal for implementation

ACTION PLAN

Learning Environment/School Climate

District Goal 1: To create learning communities that meet the diverse needs of all students.

District Goal 2: To promote healthy schools by supporting wellness, good nutrition and physical activity as a part of the total learning environment.

School Goal # 1. To develop an Advisor/Advisee program___: School Objective # 1. To create an implementation plan for an advisor/Advisee program___:							
<u>Strategies</u>	<u>Activities</u>	<u>Time Line</u> From _____to_____ (per activity)	<u>Budget</u>	<u>Resources</u>	<u>Assessment</u> (How will you measure achievement or improvement as established in your objective?) Diagnostic: MCAS results, DIBELS, etc. Where are the students at the beginning of the school year. What data are you using? Process or Formative: How often, when and what instruments are you using to measure progress in process (ie., _____ test in Nov. and March) Summative: Post test – MCAS, DIBELS, etc. Where are the students at the end of the school year? Did you accomplish your objective?		
					<u>Diagnostic</u>	<u>Process or Formative</u>	<u>Summative</u> Implementation of an Advisor/Advisee program
1. Identify the pros and cons of the Advisor/Advisee initiative	1. Establish staff committees 2. Hold program potential discussions	2008-2010	LEA	LEA			
					<u>Diagnostic</u>	<u>Process or Formative</u>	<u>Summative</u>

Learning Environment/School Climate

District Goal 1: To create learning communities that meet the diverse needs of all students.

District Goal 2: To promote healthy schools by supporting wellness, good nutrition and physical activity as a part of the total learning environment.

School Goal # 2. To maintain a safe, inclusive environment for all School Objective # 1. To dramatically reduce and/or eliminate Harassment/Bullying ___:							
<u>Strategies</u> To implant activities aimed at educating staff and students about harassment and bullying	<u>Activities</u>	<u>Time Line</u> From _____ to _____ (per activity)	<u>Budget</u>	<u>Resources</u>	<u>Assessment</u> (How will you measure achievement or improvement as established in your objective?) Diagnostic: MCAS results, DIBELS, etc. Where are the students at the beginning of the school year. What data are you using? Process or Formative: How often, when and what instruments are you using to measure progress in process (ie., _____ test in Nov. and March) Summative: Post test – MCAS, DIBELS, etc. Where are the students at the end of the school year? Did you accomplish your objective?		
					<u>Diagnostic</u>	<u>Process or Formative</u>	<u>Summative</u> Reduction in documented incidents
	1. Examine available programs 2. Adopt a training protocol 3. Complete student, staff and community training	2008-2010	LEA	LEA			
					<u>Diagnostic</u>	<u>Process or Formative</u>	<u>Summative</u>

ACTION PLAN

Graduation

District Goal 1: To increase graduation rates.

School Goal # 1. To increase the graduation rate at Westfield High School School Objective #1. To establish alternative high school programs_____:							
<u>Strategies</u>	<u>Activities</u>	<u>Time Line</u> From _____to_____ (per activity)	<u>Budget</u>	<u>Resources</u>	<u>Assessment</u> (How will you measure achievement or improvement as established in your objective?) Diagnostic: MCAS results, DIBELS, etc. Where are the students at the beginning of the school year. What data are you using? Process or Formative: How often, when and what instruments are you using to measure progress in process (ie.,_____ test in Nov. and March) Summative: Post test – MCAS, DIBELS, etc. Where are the students at the end of the school year? Did you accomplish your objective?		
					<u>Diagnostic</u>	<u>Process or Formative</u>	<u>Summative</u>
1. Investigate alternative HS program designs 2. Project potential alternative program population	1. establish site based exploratory committees 2. Complete data analysis	2008-2010	LEA	LEA			Establishment of alternative programs

ACTION PLAN

Professional Development

District Goal 1: To develop a systemic plan for professional development.

District Goal 2: To ensure all professional staff have current individual professional development plans.

School Goal # 1. Establish professional development plans aligned with the recommendations in the NEASC Assessment___: School Objective # 1. Implement professional development plans addressing NEASC recommendations							
<u>Strategies</u>	<u>Activities</u>	<u>Time Line</u> From _____ to _____ (per activity)	<u>Budget</u>	<u>Resources</u>	<u>Assessment</u> (How will you measure achievement or improvement as established in your objective?) Diagnostic: MCAS results, DBELS, etc. Where are the students at the beginning of the school year. What data are you using? Process or Formative: How often, when and what instruments are you using to measure progress in process (ie., _____ test in Nov. and March) Summative: Post test – MCAS, DIBELS, etc. Where are the students at the end of the school year? Did you accomplish your objective?		
					<u>Diagnostic</u>	<u>Process or Formative</u>	<u>Summative</u>
1. Provide PD activities addressing NEASC recommendations	1. NEASC Follow-up Committee review and recommendations	2008-2010	LEA	LEA			Completion of the 2 and 5-Year Progress Reports

ACTION PLAN

Facilities Maintenance/Planning

District Goal 1: To improve the physical learning and working environments for students and staff.

District Goal 2: To provide appropriate facilities that support all educational programs.

School Goal # 1. To provide appropriate facilities meeting all of the students and staff's educational needs ___: School Objective #1. To bring the facility into ADA compliance ___:							
<u>Strategies</u>	<u>Activities</u>	<u>Time Line</u> From _____ to _____ (per activity)	<u>Budget</u>	<u>Resources</u>	<u>Assessment</u> (How will you measure achievement or improvement as established in your objective?) Diagnostic: MCAS results, DIBELS, etc. Where are the students at the beginning of the school year. What data are you using? Process or Formative: How often, when and what instruments are you using to measure progress in process (ie., _____ test in Nov. and March) Summative: Post test – MCAS, DIBELS, etc. Where are the students at the end of the school year? Did you accomplish your objective?		
					<u>Diagnostic</u>	<u>Process or Formative</u>	<u>Summative</u>
1. Complete an ADA Compliance Review 2. Establish a long/short term plan to address finds of compliance survey	1. Identify political body which completes surveys 2. Work collaboratively with surveying entity 3. Publish completed finds of ADA survey	2008-2010	LEA	LEA			Long term capital improvement plan addressing ADA issues.

ACTION PLAN

Facilities Maintenance/Planning

District Goal 1: To improve the physical learning and working environments for students and staff.

District Goal 2: To provide appropriate facilities that support all educational programs.

School Goal # 1. To provide appropriate facilities meeting all of the students and staff’s educational needs ___: School Objective 2. To establish science classrooms which support the established curriculum ___:							
<u>Strategies</u>	<u>Activities</u>	<u>Time Line</u> From ___ to ___ (per activity)	<u>Budget</u>	<u>Resources</u>	<u>Assessment</u> (How will you measure achievement or improvement as established in your objective?) Diagnostic: MCAS results, DIBELS, etc. Where are the students at the beginning of the school year. What data are you using? Process or Formative: How often, when and what instruments are you using to measure progress in process (ie., _____ test in Nov. and March) Summative: Post test – MCAS, DIBELS, etc. Where are the students at the end of the school year? Did you accomplish your objective?		
					<u>Diagnostic</u>	<u>Process or Formative</u>	<u>Summative</u>
1. Complete evaluation of existing science facilities 2. Develop a renovation plan 3.	1. identify contemporary facilities to visit 2. Identify area professionals to assist in the design 3. Create a renovation capital improvement bond proposal	2008-2010	LEA	LEA			Renovation of science facilities.

ACTION PLAN

Technology

District Goal 1: To provide all students and staff with current technology as an integral part of teaching and learning.

District Goal 2: To increase the use of technology as a forum to share information relating to school activities.

District Goal 3: To provide all students and teachers with equitable and effective access to technology during and beyond the school day.

District Goal 4: To improve technology performance skills for both staff and students.

District Goal 5: To provide appropriate and timely technical support to achieve effective and continued integration of educational technology.

School Goal # 1. To use technology to share school information __: School Objective # 1. Expand use of electronic communication ____:							
<u>Strategies</u>	<u>Activities</u>	<u>Time Line</u> From _____ to _____ (per activity)	<u>Budget</u>	<u>Resources</u>	<u>Assessment</u> (How will you measure achievement or improvement as established in your objective?) Diagnostic: MCAS results, DIBELS, etc. Where are the students at the beginning of the school year. What data are you using? Process or Formative: How often, when and what instruments are you using to measure progress in process (ie., _____ test in Nov. and March) Summative: Post test – MCAS, DIBELS, etc. Where are the students at the end of the school year? Did you accomplish your objective?		
					<u>Diagnostic</u>	<u>Process or Formative</u>	<u>Summative</u>
1. Expand communication options to reach parents 2. Open system to parental online access of student info	1. Meet with starbase reps to discuss options 2. review existing district policies regarding electronic communication	2008-2010	LEA	LEA			Increase delivery of school information electronically Establishment of parent access

ACTION PLAN

Parent/Community Involvement

District Goal 1: To increase family and community involvement in support of student achievement.

School Goal # 1. Increase parental involvement in the total school program ___: School Objective # 1. Provide opportunities for increased parental involvement							
<u>Strategies</u>	<u>Activities</u>	<u>Time Line</u> From _____ to _____ (per activity)	<u>Budget</u>	<u>Resources</u>	<u>Assessment</u> (How will you measure achievement or improvement as established in your objective?) Diagnostic: MCAS results, DIBELS, etc. Where are the students at the beginning of the school year. What data are you using? Process or Formative: How often, when and what instruments are you using to measure progress in process (ie., _____ test in Nov. and March) Summative: Post test – MCAS, DIBELS, etc. Where are the students at the end of the school year? Did you accomplish your objective?		
					<u>Diagnostic</u>	<u>Process or Formative</u>	<u>Summative</u>
1. Increase formal initiatives to establish activities 2. Implement parent workshops during the school day	1. Establish workshops 2. Survey parents 3. Assign School Council responsibility for program design and implementation	2008-2010	LEA	LEA			Increased parental involvement