

MMSD SCHOOL IMPROVEMENT PLAN

School: West High
Principal: Ed Holmes

Annual Plan for 2006-07 (year)
Date: September 25, 2006

SIP Goal #1:

All students will form meaningful connections to the school in an environment that promotes emotional and physical safety.

Check the primary area addressed by the goal: Engagement Learning Relationships

Rationale (Reference data sources that substantiate the need for this goal.):

Data from the Climate survey indicates a need to increase student involvement in leadership and decisions about rules. Data also indicates a need for rules to be enforced fairly. West High School needs to build systematic opportunities for student leadership and involvement in school activities outside the classroom.

Objective 1.1 (The objectives listed for this goal, when considered together, should address all students and all staff.):

More opportunities will be created for student leadership and involvement.

Measurement Strategies for Objective 1.1:

List of all new and continuing resources, clubs and activities will be generated for Resource Time/Lunch & Learn.

Complete this section for staff development action steps only

#	Action Steps for Objective 1.1 List each action step for this objective on a separate line. Add lines as needed. (The action steps should show a systemic approach to improvement that addresses the specific objective. Action steps should include at least one item that emphasizes collaboration/supports the achievement of a more collaborative culture.)	Timeline (Specify month and year.)	Person(s) Responsible	Progress (Please date each entry)	Staff Positions Involved (Specify grade levels, disciplines, etc.)	\$ Cost
						Source*
1	Students and staff will work together to enhance SLC student leadership structures, programs and activities.	9/06 ongoing	Heather Lott	9/06 First 2 meetings of SLC commissions generated activity ideas and committees formed.	Principals, SLC Facilitator, Interested teachers	\$300.00 Student Council
2	Staff and students will work together to increase the number and availability of clubs and organizations for all students, especially students of color.	ongoing	Jennifer Vondrak Ellen Pryor Beth Thompson	9/06 Updated club list of meeting times/spaces is coordinated and posted.	Social Worker Librarian Assistant Principal (clubs)	\$500.00 SLC Grant
3	Freshman Advisory sign-out procedure is developed to encourage Club & Resource participation.	09/06	Heather Lott Beth Thompson Mitch McGrath Rick Rosen	9/06 New attendance procedure is implemented.	Assistant Principals SLC Coordinator Counselor	\$
4	Advisory Team (A-Team) is a class for training juniors and seniors to lead the Advisories.	9/05	Heather Lott	9/06 Class is taught by Heather Lott to seniors daily for 3 weeks, then 2x/weekly for remaining semester.	SLC Coordinator Counselor	\$ (.4 salary)
5	Students have access to mentors, tutors, and teachers during Lunch and Learn Resource Time.	9/05	Ed Holmes Beth Thompson Julie Jones	8/06 Students are all available to tutor and mentor each other, and gain access to those programs. Departments offer resource rooms, staffed by subject area teachers who can help. 9/06 Resource Hall coordinator is reassigned to teach, leaving position unfilled.	Principal, Assistant Principal in charge of Resource Hall/Tutorial, Tutorial Coordinator	\$

6	<p>Honor Guard program expands.</p> <ul style="list-style-type: none"> Honor Guard students representing West's diverse population are identified. Honor Guard receives summer training in mentoring and tutoring skills. Honor Guard tutors/mentors, adult volunteers, peer tutors and teachers will staff study tables for core academic areas within the Resource Hall and during the Resource Time at lunch. 	summer 06	Ginny Kester Julie Jones	<p>9-06 Honor Guard is available during Resource Hall time.</p> <p>9/06 Resource Hall coordinator is reassigned to teach, leaving position unfilled. Functions re-distributed to Tutorial Coordinator and SLC Principal</p>	Resource Hall Coordinator, Tutoring Coordinator	<p>Ext employment for 2 staff for 3 hours each – training</p>
---	---	-----------	-----------------------------	---	--	---

*Funds will be released after receipt of completed plan specifying how these funds will be spent. If you wish to secure additional funds, be sure to involve the staff responsible for other funds during the initial planning process. If you have included funds from another source in designing the plan, please specify the source of funding.

MMSD SCHOOL IMPROVEMENT PLAN

School: West High
Principal: Ed Holmes

Annual Plan for 06-07 (year)
Date: September 25, 2006

Objective 1.2:

Freshmen will attend a Freshman Advisory class is implemented to increase connections to older students and to the school.

Measurement Strategies for Objective 1.2:

Advisory attendance will be analyzed, survey of 9th grade students, teachers and A-team (seniors) leaders; the number of 9th grade students active in clubs and resources will be analyzed.

Complete This Section only for Staff Development Action Steps

#	Action Steps for Objective 1.2 List each step on a separate line. Add lines as needed. Together, all action steps should show a systemic approach to improvement that addresses school, classroom, and individual levels.	Timeline (Specify month and year.)	Person(s) Responsible	Progress	Staff Positions Involved (grade levels, etc.)	\$ Cost	
						Source*	
1	Teachers are recruited to take attendance and maintain decorum 2 days per week in the advisories.	8-06	Beth Thompson	Advisory teachers are paid as lunch supervisors. Some SEAs and a student teacher are also supervising advisory.	SLC Principal Advisory staff	\$12,000.00	Lunch supervision fund
2	Freshman Advisory Committee creates curriculum.	Ongoing	Beth Thompson	3 Advisory students, 2 A-Team members, and 6 Faculty meet monthly to work on curriculum and make improvements.	Principals, SLC Facilitator, Teachers, Counselor	\$250.00	Aristos Grant
3	Advisory teachers are updated on procedures and program.	8/06, 10/06, 1/07	Heather Lott Beth Thompson		SLC Facilitator, Advisory Staff	\$	
4	Recruit upstanding Juniors and Seniors to be role models and lead Advisory for second semester and next school year.	12/06	Rick Rosen Heather Lott		SLC Facilitator, Counselor	\$	
5	Advisory Team Class trains the student leaders.		Heather Lott Rick Rosen	Students gain leadership and background knowledge to become familiar with curriculum and role modeling.	SLC Facilitator, Counselor	\$	
6	Advisory Team retreats to build leadership and train student leaders.	12/06	Heather Lott			\$800.00	Aristos Grant

*Funds will be released after receipt of completed plan specifying how these funds will be spent. If you wish to secure additional funds, be sure to involve the staff responsible for other funds during the initial planning process. If you have included funds from another source in designing the plan, please specify the source of funding.

MMSD SCHOOL IMPROVEMENT PLAN

School: West High
Principal: Ed Holmes

Annual Plan for 06-07 (year)
Date: September 25, 2006

SIP Goal #2:

Staff will collaborate to meet the needs of students systematically.

Check the primary area addressed by the goal: Engagement x Learning x Relationships

Rationale (Reference data sources that substantiate the need for this goal.):

School improvement research suggests collaboration as one of the most effective means of increasing student success.

Objective 2.1 (The objectives listed for this goal, when considered together, should address all students and all staff.):

Teams of Support staff and teachers will meet regularly to address student behavior and learning.

Measurement Strategies for Objective 2.1:

Complete this section for staff development action steps only

#	Action Steps for Objective 2.1 List each action step for this objective on a separate line. Add lines as needed. (The action steps, considered together, should show a systemic approach to improvement that addresses the objective.)	Timeline (Specify month and year.)	Person(s) Responsible	Progress (Please date each entry)	Staff Positions Involved (grade levels, etc.)	\$ Cost
						Source*
1	General and Special Education teachers in each SLC Core will have a common preparation period to allow time for collaboration in order to address curricular adaptations and other issues related to their students.	Ongoing	Beth Thompson, Theresa Calderon	9/06 Core 9 and 10 teachers meet by SLC. Frequency is determined by the team, ranging from every two weeks to monthly.	Assistant Principals, SLC facilitator, Core 9 teachers	\$
2	Planning and Collaboration time in addition to the common planning time will be provided for full implementation of the Core. <ul style="list-style-type: none"> Staff development around collaborative process will be provided. Staff development around classroom practice will be provided. 	November, April, May	Beth Thompson Theresa Calderon Heather Lott	Day Away retreats for 9 th and 10 th grade Core teams	SLC Facilitator Core 9 teachers Core 10 teachers	\$6000.00 Staff Dev.
3	Student Support Intervention Teams will meet weekly to address the needs of targeted students experiencing academic, social/emotional, and/or behavioral difficulties. <ul style="list-style-type: none"> Refine the referral process. Develop documentation system in Infinite Campus software Develop communication structures between SSIT and teaching staff. Evaluate effectiveness of system. 	Ongoing	SLC Principals BIT staff	9/06 Teams are meeting weekly.	SLC Counselors, Social Workers, Psychologists, Special Ed. Case Managers	\$
4	Provide training for Student Support Intervention Team members to use new Infinite Campus system for case management of referred students.	Ongoing	Beth Thompson		SLC Principals, SLC Counselors, Social Workers, Psychologists	\$
5	ESL Department works to improve their delivery system within the SLC structure.		Ed Holmes, Theresa Calderon		Principals, ESL department chair	\$

6	General Education and Special Education teachers develop best practice procedures for co-teaching in inclusive classrooms	06-07	Beth Thompson	Attendance at Leadership Insitutie	Principals, Department chairs, 7 staff members	\$
						District sponsored
7	Accommodations and Modifications committee forms to create a plan for special education students within general education classes.	Ongoing	Beth Thompson	(2 days with 8 subs)	Assistant Principal	\$1200.00
						Staff Dev funds

*Funds will be released after receipt of completed plan specifying how these funds will be spent. If you wish to secure additional funds, be sure to involve the staff responsible for other funds during the initial planning process. If you have included funds from another source in designing the plan, please specify the source of funding.

MMSD SCHOOL IMPROVEMENT PLAN

School: West High
Principal: Ed Holmes

Annual Plan for 06-07 (year)
Date: September 25, 2006

SIP Goal #3:

Tenth Grade programming will be supported using the Smaller Learning Communities model.

Check the primary area addressed by the goal: Engagement Learning Relationships

Rationale (Reference data sources that substantiate the need for this goal.):

District data showed that tenth grade students have attendance, grades, and engagement deficits; they need structure and support as much as ninth grade students.

Objective 3.1 (The objectives listed for this goal, when considered together, should address all students and all staff.):

Tenth grade English will be developed.

Measurement Strategies for Objective 3.1: Curriculum mapping, units of instruction and lesson plans will be available for all English 10 teachers.

Complete this section for staff development action steps only

#	Action Steps for Objective 3.1 List each action step for this objective on a separate line. Add lines as needed. (The action steps, considered together, should show a systemic approach to improvement that addresses the objective.)	Timeline (Specify month and year.)	Person(s) Responsible	Progress (Please date each entry)	Staff Positions Involved (grade levels, etc.)	\$ Cost
						Source*
1	English Department will develop and teach curricular offerings to best meet the need of every student in tenth grade.	July, 2006 – June, 2007	Keesia Hyzer Ed Holmes	Department meetings and summer work have included curriculum discussion and work to develop appropriate units of instruction.	English department chair, English teachers, Principal	\$
2	New tenth grade curriculum, including embedded honors, continues to be developed and implemented in English, Social Studies, and Biology	7/06, 10/05; 4/06	Ed Holmes Keesia Hyzer Elizabeth Kingston Mike Lipp		Principal, department chairs	\$
3	Professional development offerings will include Curriculum Mapping, Differentiation and Understanding by Design.	Nov, April, May	Beth Thompson		Assistant Principal	\$
4						
5						\$

*Funds will be released after receipt of completed plan specifying how these funds will be spent. If you wish to secure additional funds, be sure to involve the staff responsible for other funds during the initial planning process. If you have included funds from another source in designing the plan, please specify the source of funding.

MMSD SCHOOL IMPROVEMENT PLAN

School: West High School
Principal: Ed Holmes

Date: September 25, 2006

Objective 3.3: Students will demonstrate positive behavior and conflict resolution skills

Measurement Strategies for Objective 3.3:

						Complete This Section only for Staff Development Action Steps	
#	Action Steps for Objective 3.3 List each step on a separate line. Add lines as needed. Together, all action steps should show a systemic approach to improvement that addresses school, classroom, and individual levels.	Timeline (Specify month and year.)	Person(s) Responsible	Date Comple ted	Progress	Staff Positions Involved (grade levels, etc.)	\$ Cost
							Source*
1	Committee will form to explore implementation of Above the Line philosophy at West to include: Development of common set of expectations Systematic implementation of interventions Conflict resolution processes	2006-07 Summer 2007	Beth Thompson			Principal, 8 staff members	\$
2							\$
3							\$
4							\$
5							\$
6							\$

*Funds will be released after receipt of completed plan specifying how these funds will be spent. If you wish to secure additional funds, be sure to involve the staff responsible for other funds during the initial planning process. If you have included funds from another source in designing the plan, please specify the source of funding.

OTHER SCHOOL PRIORITIES REQUIRING STAFF DEVELOPMENT

School: West High
Principal: Ed Holmes

Annual Plan for 2006-07 (year)
Date: **September 25, 2006**

#	Priority or Initiative	Staff Development Action Steps (List each component on a separate line. Add lines as needed.)	Timeline (Specify month and year)	Staff Positions Involved	\$ Cost
					Source*
1	Building an efficient professional community	Regular clerical staff meetings during school year		SLC offices, Main office, Counseling office, and Athletics office staff Facilitator Principal	\$
		Department Chairs meet regularly to work on group efficiency.		Department chairs, principal, facilitator	\$
		Race, Equity, and Diversity (Equity Team) meets regularly.			\$
2	Above the Line philosophy development	Development of common set of expectations	2006-2007 Summer 2007	Beth Thompson, Principal, 8 staff members	\$
		Systematic implementation of interventions	2006-2007 Summer 2007	Beth Thompson, Principal, 8 staff members	\$
		Conflict resolution processes	2006-2007 Summer 2007	Beth Thompson, Principal, 8 staff members	\$

*Funds will be released after receipt of completed plan specifying how these funds will be spent. If you wish to secure additional funds, be sure to involve the staff responsible for other funds during the initial planning process. If you have included funds from another source in designing the plan, please specify the source of funding.