

Doty Memorial School  
Worcester, Vermont

Action Plan  
2008-2009

This plan was written with input from the following groups and individuals:

The teachers and staff at Doty Memorial School  
Carole Freeman, WCSU Director of Curriculum and Instruction  
The Doty Memorial School Board of Directors

Approved by the Doty Memorial School Board on August, 2008

## What is an Action Plan?

Schools across Vermont are required to create an Action Plan each year to set goals for students to learn in a safe and healthy school environment.

“Action planning is the key to continuous school improvement. It ensures that the educational programs students receive provide the content, knowledge and skills to meet rigorous academic standards. Using student performance results as a guide, action planning helps educators focus on measurable goals for improvement. Action plans developed at the school-level have the greatest impact on student achievement when those closest to the implementation – teachers – are members of the action planning team.

Equity and excellence are the overall goals of action planning. Through the process, the number of students meeting or exceeding standards can be improved and gaps in performance between different groups of students can be decreased as diversity is increased.”

*Retrieved from the Vermont Department of Education Web Site on 10-13-06*

## Glossary of Terms

**GLEs** - Grade Level Expectations. Linked to the Vermont Standards, the GLEs outline skills and content that students should learn at each grade level.

**NECAP**- New England Common Assessment Program. The state of Vermont administers the NECAP to all students in grades 3-8.

**Portfolios** - Collections of student work that represent their mathematical, linguistic, and other talents.

**Responsive Classroom (RC)** - The *Responsive Classroom*<sup>®</sup> is an approach to teaching and learning that fosters safe, challenging, and joyful elementary classrooms and schools. Developed by classroom teachers, it consists of practical strategies for bringing together social and academic learning throughout the school day.

**Vermont Rural Partnership** - The Vermont Rural Partnership (VRP) is a coalition of 17 of Vermont's smallest, most rural, economically challenged schools and communities. The VRP's mission is accomplished with the full engagement of community members and resources, the ability to network and learn from others within the Partnership, and the help of selected technical assistance partners.

**WCSU** – Washington Central Supervisory Union. Also known as the U-32 District.

**Language Arts**

Goals	Action Steps	Completion Date	Responsible Persons
<p>A. Students' success and accomplishments in the area of Writing will be celebrated at school in a variety of ways.</p> <p>B. Students' report card scores will improve in the area of Writing.</p> <p>C. Students' NECAP scores will improve in the in the area of Writing.</p> <p>D. Students will work toward meeting school-wide reading assessment benchmarks.</p>	<p>1. Create opportunities to share student writing in a variety of venues such as the school newsletter, classroom presentations, all-school meetings, and bulletin board displays. (Goal A)</p>	Ongoing	Staff
	<p>2. Review assessment results to determine key areas needing improvement. (Goals B &amp; C)</p>	Ongoing	Staff
	<p>3. Pilot student Assessment Profile in Writing portfolios with the possibility of using electronic portfolios. (Goals A, B &amp; C)</p>	Ongoing	Staff
	<p>4. Utilize WCSU resources to provide consultation where appropriate. (Goals B &amp; C)</p>	Ongoing	Staff
	<p>5. Acquire and implement Fountas and Pinnell Benchmark Reading Assessment (Goals D)</p>	January 2009	Staff
	<p>6. Any student not meeting grade level reading/writing standards will begin the Educational Support Team or Evaluation Planning Team Process. (Goals A, B, &amp; C)</p>	Ongoing	Staff

**Mathematics**

Goals	Action Steps	Completion Date	Responsible Persons
<p>A. Students' success and accomplishments in the area of Mathematics will be celebrated at school in a variety of ways</p>	<p>1. Create opportunities to share student work in Mathematics in a variety of venues such as the classroom newsletter, classroom presentations, and bulletin board displays. (Goal A, E)</p>	Ongoing	Staff
<p>B. Students' report card scores will show a trend of improvement in the area of Mathematics.</p>	<p>2. Doty staff will offer opportunities for parents to learn about the <i>Investigations</i> program. (Goal A, D, &amp; E)</p>	08 – 09 school year	Staff
<p>C. Students' scores on the NECAP will show a trend of improvement in the area of Mathematics.</p>	<p>3. Review NECAP scores from Fall 07 and any other District assessment results to determine key areas needing improvement.. (Goals B &amp; C)</p>	Fall 08	Staff
<p>D. The <i>Investigations</i> math program will be introduced in grade 5 during the 08-09 school year. Grades K-4 will continue to implement the <i>Investigations</i> program.</p>	<p>4. Review NECAP scores from Fall 08 and any other District assessment results to determine key areas needing improvement. (Goals B &amp; C)</p>	Spring 09	Staff
<p>E. Align Doty Action Plan with WCSU Strategic Plan, in all areas that apply to Math</p>	<p>5. Review progress towards our Mathematics goals and action steps each trimester (Goals A, B, C &amp; D)</p>	Ongoing	Staff
	<p>6. Maintain student mathematics portfolios based on current district expectations and explore the possibility of keeping an electronic portfolio. (Goals B, C, &amp; E)</p>	Ongoing	Staff
	<p>7. Have a staff member attend and report back (both district and state meetings) around Math instruction and assessment. (Goals B, C, &amp; E)</p>	Ongoing	Staff
	<p>8. Utilize WCSU &amp; other resources to provide consultation where appropriate. (Goals B, C, &amp; E)</p>	Ongoing	Staff
	<p>9. Doty staff in grades K-5 will attend workshops and/or courses related to the <i>Investigations</i> mathematics program. Staff will also work with the district math consultant when appropriate. (Goal D &amp; E)</p>	Ongoing	Staff
	<p>10. Any student not meeting grade level math standards will begin the Educational Support Team or Evaluation Planning Team Process. (Goals A, B, &amp; C)</p>	Ongoing	Staff

<b>School Climate</b>			
Goals	Action Steps	Completion Date	Responsible Persons
<p>A. Students experience positive peer/adult relationships in a safe, positive, and respectful school climate</p> <p>B. Students experience a consistent, skills-based approach to discipline</p> <p>C. Students have increased opportunities participate in school decision making and to make appropriate academic and other choices in their school day.</p> <p>D. Parents have increased opportunities to participate in the school community.</p>	<p>1. Hold a minimum of three all-school morning meetings within school year. Meetings to be facilitated by a variety of staff and students with each grade cluster being responsible for planning and hosting. Invite community members to all-school meetings on a regular basis. (Goals A, B, C, &amp; D)</p>	June 2009	Staff and Students
	<p>2. Continue to build a safe, positive, and respectful school climate:</p> <ul style="list-style-type: none"> <li>• Provide Responsive Classroom and current research on social/emotional growth through trainings for all school staff. Review RC with current staff and train all new staff in RC procedures.</li> <li>• Hold morning staff check-ins at least once per week. The classroom teacher will collaborate with other staff as appropriate.</li> <li>• Add new RC and social/emotional growth book titles to Doty's professional library. Explore community access to resources.</li> <li>• Communicate Responsive Classroom and other initiatives to parents and community members in a variety of formats. (Goals A, B, C &amp; D)</li> </ul>	Ongoing	Staff
	<p>3. Provide site-based professional development opportunities addressing climate issues ie. social/emotional development of children. Possibilities may include presenters, teacher research, Personal Learning Plans, Electronic Portfolios, VRP, BEST. (Goals A, B, C)</p>	Ongoing	Staff and Administration
	<p>4. Participate in WCSU School Climate Survey when available. Review results of survey with staff, students, and parents in order to develop future Action Plan goals. (Goals A, B, C, &amp; D)</p>	Ongoing	Staff
	<p>5. Use appropriate grant funds to provide support for our School Climate Action Plan Steps in areas mentioned in 3 above and to include community initiatives, where appropriate. (Goals A, B, &amp; D)</p>	Ongoing	Staff, Administration, WCFE, et al.

