

Carlton Innovation School PD Plan 2019-2020

Goals for the Year:

1. Enhance school structures in order to ensure all students are properly supported socially and emotionally in order to make academic growth. (Based on SWIS, City Connects, Behavior Plans, and Anecdotal data)
 - Provide Professional Development on Caring School Community
 - Utilize City Connects proactively to provide resources to teacher identified students using the tiering process.
 - Create and use a manageable tracking system so that our data reflects all behavioral issues. Review the behavior matrix to ensure appropriate response to behavior.
 - Utilize behavior specialist to ensure behavior plans will help build skills
 - Utilize the adjustment counselor to teach whole group social/emotional skills once a week.
 - Implement and enforce consistency of routines, structures and language in each classroom across cohorts.
 - Encourage and promote student engagement through personal connections and investment in Carlton values.
 - Ensure teachers are using lessons from the Caring School Community in order to teach social skills needed by our students in order to support Responsive Classroom.

2. Build relationships with families and students in order to increase student engagement along with increasing student attendance.
 - Family Engagement Facilitator and City Connects will monitor attendance daily.
 - Increase communication with families using technology.
 - Continue to plan activities that are inclusive to all families. Encourage more families to come to evening events.
 - Increase attendance at evening family events through culturally relevant communication.
 - Explore opportunities for families to provide enrichment to students during Wednesday block.
 - Increase community circle times where students meet with a staff member to ensure students have a trusted adult in the building to talk with and form a positive relationship with.
 - Allow time in teacher's schedules to reach out to families for positive communication at least three times per month.
 - Provide opportunities for Carlton families, neighbors and community members to volunteer at the school
 - Provide social/emotional classroom lessons on Wacky Wednesdays

3. Increase the number of students that are able to apply mathematical practices across grade level standards. (Based on classroom observations, MCAS scores, School City data and formal and informal assessments)
 - Organize and formalize our 3-tier model including tracking what works.

- Increase student discourse to ensure that students are talking 60% and teachers 40%. Include the use of content vocabulary in all classes with informal PD during CPT.
- Allow students to struggle with applying new concepts prior to offering support through prompting and talk moves.
- Identify all students that are performing below grade level standards and determine needs for attaining grade level standards.
- Increase student to teacher meaningful interactions through the creation of real world problems in order to support an engaging, welcoming, and affirming environment where students feel safe to take risks.
- Look at current curricula for opportunities for teachers to increase the use of comprehensible input in order to make content vocabulary accessible for all students by using standards based sentence stems and streamlining graphic organizers.
- Make a commitment to build conceptual understanding through the use of manipulatives.
- Develop a strategy for teaching the transfer of paper-based student mathematical thinking to the computer.
- Schedule, implement, support, and monitor data cycles at CPTs
- Create action plans based upon multiple school and district assessments
- Include revision as a common practice school-wide so that students know they are never done but done for now

4. Increase the number of students that are able to read and write proficiently in order to answer short answer questions and constructed responses, in addition to writing about reading in all content areas.

- Identify all students that are performing below grade level standards and determine needs for attaining grade level standards.
- Increase student to teacher meaningful interactions that creates an engaging, welcoming, and affirming environment where students feel safe to take risks.
- Organize and formalize our 3-tier model including tracking what works.
- Implement conferring in both reading and writing in order to facilitate more meaningful conversations around literacy and accountability for independence.
- Increase student discourse to ensure that students are talking 60% and teachers 40%. Include the use of content vocabulary in all classes with informal PD during CPT.
- Revise teaching of ELA skills (eg. close reading strategies) to expose students to technology. In addition, teachers will incorporate the use of technology to transfer student skills in reading and writing from paper based texts to computer based texts.

	<ul style="list-style-type: none"> ● Look at current curricula for opportunities for teachers to increase the use of comprehensible input in order to make content vocabulary accessible for all students by using standards based sentence stems and streamlining graphic organizers.
<p>Criteria for Success:</p>	<p>What are your measurable ways that you will determine success?</p> <ol style="list-style-type: none"> 1. Enhance school structures in order to ensure all students are properly supported socially and emotionally in order to make academic growth. (Based on SWIS, City Connects, Behavior Plans, and Anecdotal data) <ul style="list-style-type: none"> ● Anecdotal data ● Monthly reports on behavior plans being utilized within the classroom ● Teacher/Teacher observations ● Monthly reports on the number of lessons students receive in regards to the caring school community curriculum ● Monthly reports on the number of office referrals 2. Build relationships with families and students in order to increase student engagement along with increasing student attendance. <ul style="list-style-type: none"> ● Teacher communication log for community circle groups ● Teacher communication log for all other parent/family conversations ● Sign in sheets for attendance at all family events (including conferences and open house) ● Track the number or evening opportunities that parents/families are invited to attend ● Volunteer log that will track all current volunteers and volunteer opportunities 3. Increase the number of students that are able to apply mathematical practices across grade level standards. (Based on classroom observations, MCAS scores, School City data and formal and informal assessments) <ul style="list-style-type: none"> ● Through all school based and district based assessments ● Track the number of data cycles and action plans that are being created and taught ● Utilize the school based productive talk worksheet and rubric to track student discourse within all classrooms ● Utilize the school based manipulative worksheet and rubric to track the amount of time manipulatives are used within the math block ● Track standards based progress for students receiving interventions outside of the math block

4. Increase the number of students that are able to read and write proficiently in order to answer short answer questions and constructed responses, in addition to writing about reading in all content areas.
- Through all school based and district based assessments
 - Track the number of data cycles and action plans that are being created and taught
 - Utilize the school based productive talk worksheet and rubric to track student discourse within all classrooms
 - Utilize the school based conferring worksheet and rubric to track the amount of time teachers are conferring with students about reading.
 - Track standards based progress for students receiving interventions outside of the ELA block

Session Information

Notes:

TLA will be coming into Carlton between September and February to provide in house PD on writing conferences. These dates are TBD but will be added into the PD plan once we hear back from TLA.

Date/Time	PD Title	Goal	Criteria for Success Feedback Collection	Connection to Focus Areas	Facilitator
8/26/19	Data Dive and Operations and Classroom Time	<p>Discuss last years successes and areas for opportunities.</p> <p>Share and discuss routines and rituals for the upcoming school year and share out behavior flowchart.</p>	Teachers will create a plan to address the areas for opportunities	Connects to ELA and Math Goals	Principal and AP

<p>8/27/19 12pm-3 ST Math 10-12 Team Time</p>	<p>ST Math, ELA Adapting Text , Team Time</p>	<p>On boarding for teachers with ST Math</p> <p>Teachers will see visual examples of how text can be adapted to meet the needs of all learners</p>	<p>TBD by ST Math</p> <p>Teachers will create an example of adapted text to be used in a lesson or as a mastery check</p>	<p>Connects to ELA and Math Goals</p>	<p>ST Math AP</p>
<p>8/30/19</p>	<p>Norms for school and Community Circle</p>	<p>Staff will check in on the team goals that were created and will share out team norms.</p> <p>Staff will communicate with all families in their community circles.</p>	<p>Teacher log will be sent to administration</p>	<p>School Structure and Family Engagement Goal</p>	<p>Principal and AP</p>
<p>9/25/19</p>	<p>2 Modules Caring School Community Check-in</p>	<p>Teachers will check in with caring school community team on how they feel as though the implementation is going as well as where they need support.</p>	<p>Notes with next steps for school support.</p>	<p>School Structure and Family Engagement Goal</p>	<p>Principal and AP Caring School Team</p>

10/31/19	2 Modules Team Time	Team Time check-in centered around common norms	Teams will create an additional "team" norm that will be implemented in November	School Structure	Principal and AP
11/5/19	Transition Meetings	Student ownership over learning and creating goals for future success	Family attendance and student work	School Structure and Family Engagement	Teachers
11/13/19 2 Hours	ST Math	TBD by ST Math	TBD by ST Math	TBD by ST Math	ST Math
12/11/19	Parent Teacher Conferences	Parents and students meet with teachers and discuss students success and areas of opportunities.	Parent/Family attendance	Schools Structure and Family Engagement	Principal and AP
1/22/20 2 Hours	ST Math	TBD by ST Math	TBD by ST Math	TBD by ST Math	ST Math
1/29/20	2 modules District and TBD	TBD	TBD	TBD	TBD

3/6/20	Transition Meetings	Student ownership over learning and creating goals for future success	Family attendance and student work	School Structure and Family Engagement	Teachers
3/18/20	Parent Teacher Conferences	Parents and students meet with teachers and discuss students success and areas of opportunities.	Parent/Family attendance	Schools Structure and Family Engagement	Principal and AP
4/3/20	District 2 modules MCAS Check-in	Teachers will ask any clarifying questions connected back to MCAS proctoring and structures.	All clarifying questions will be answered during the session and/or through written communication prior to testing	School Structure	Principal and AP
6/5/20	Transition Meetings	Student ownership over learning and creating goals for future success	Family attendance and student work	School Structure and Family Engagement	Teachers
9/3/19 2:35-4:35	Staff Meeting	Caring School Community On boarding	TBD by Caring School Community Team	TBD by Caring School Community Team	Caring School Community Team
9/17/19 2:35-4:35	Staff Meeting Teach Point	Teachers will understand the process for creating their self assessments and goals.	Goals that are measurable and evidence in the formative and summative	Connects to all four focus areas	Principal and AP

		Teachers will then create their SMART Goals	assessments will be due by the end of the meeting		
10/8/19 2:35-4:35	TLA Writing Conference Workshop	Staff will learn how to organize their writing block in a way that allows them to conference with all students in a set amount of time. They will learn best practices of how to conduct valuable writing conferences with all students.	This will be an on-going coaching cycle to take place after the initial PD. Teachers will work with the TLA coaches from Oct - Feb.	Connects to ELA Goal	TLA and Sarah Lacourciere
10/29/19 2:35 - 4:35	Staff Meeting	Connecting the Caring School Community Curriculum with de-escalation techniques	Teachers will learn strategies to help de-escalate volatile situations before they become out of control.	School Structure and Family Engagement Goal	Monell Robinson
11/12/19 2:35-4:35	Staff Meeting Comp Input	Teachers will learn strategies for incorporating comprehensible input into math lessons.	A resource will be created that will be used in a math lesson.	ELA and Math goal	ELL District Coach
12/17/19	Staff Meeting	Teachers will learn	Teachers will show a	Connects to Math and ELA	Principal and AP

2:35-4:35	Math Manipulatives and Student Discourse	strategies for incorporating manipulatives into their lessons as well tools to facilitate student discussion	lesson plan that incorporates the use of manipulatives and/or discussion sentence starters	Goal	
1/14/20 2:35-4:35	Staff Meeting Reading Conferences	Connect the writing PD from TLA to reading. What does this look like?	Teachers will create a resource (calendar, check in tool, etc.) to use for implementation of reading conferences.	ELA goal and school structure goal.	AP
3/24/20 2:35-4:35	Staff Meeting MCAS Training	All staff will participate in the DESE required training and will have an understanding of MCAS regulations and guidelines.	N/A	School structures	AP
4/7/20 2:35-4:35	Staff Meeting Team Time/Budget and check-in with admin	Teachers will create lists for supplies that need to be ordered for the following school year. They will also check in with admin in regards to current	Lists will be created and submitted.	School Structure	Principal and AP

		placement.			
5/12/20 2:35-4:35	Staff Meeting TBD	TBD	TBD	TBD	TBD
5/26/20 2:35-4:35	Staff Meeting Team Time	Teachers will create class lists for the upcoming school year.	Class lists that are equitable and balanced in order to meet the needs of students.	School Structure	Principal and AP

2019-20 Carlton Dates
August 30 ½ day
September 25 ½ day
October 31 ½ day
Dec. 11 ½ day Conferences
January 29th ½ day
March 18th ½ day Conferences
April 3rd ½ day
June 15 ½ day

