

Medfield Public Schools

Medfield High School Improvement Plan 2008-2009

The following is written to summarize progress on goals for 2007-2008 and provide an overview of goals for 2008-2009. Site council members included 4 parents, 3 faculty members, three students and the high school principal. This year we will be saying good bye to many of our members and plans are already under way to replace the students as we lost them all to graduation. I welcome the input of the site council in developing this plan.

Theme 1: Facilities, Equipment and Technology

Summary 2007-2008

- New track purchased and installed
- New bleacher system purchased and installed
- New press box built
- Significant renovations to the baseball and softball fields
- Walkie- talkies purchased to improve communication between administrators and teachers who take classes outside and between groups during evacuations
- Teachers received in-house training on smart boards, united steaming videos and other pertinent technologies
- Principal's secretary trained in the use of excel
- Dean's secretary trained in the use of period attendance through Redikar

Goal 2008-2009

- Develop a plan to secure and install more trophy and display cases in the high school foyers.
- Continued PD for the teachers in using technology (Edline) as a communication tool

Theme 2: Curriculum, Instruction and Assessment

Summary 2007-2008

- Professional development time spent discussing and evaluating various types of assessment tools within departments
- Ongoing evaluation of assessments given in varying sections of the same course to ensure consistency
- Evaluation of tests to ensure the assessment of higher order thinking skills within tests
- Formation of a committee to study mid-year and final exams. This committee has begun to formulate surveys which will be distributed to students, parents and faculty in the fall. The purpose of the surveys is to attempt to determine whether the mid -years and finals are achieving their intended goals.

Goal 2008-2009

- Continue to examine midyear and final exams to determine if they are achieving their intended goals
- Ensure that all new faculty members are provided with opportunities to interact with experienced teachers teaching the same courses as they are for purposes of maintaining consistency
- Build a time into the monthly schedule for teachers to interact within a discipline or across disciplines to look at student work for the purpose of elevating the caliber of work produced
- Examine work study, community service and senior project programs

Theme 3: Student Life

Summary of 2007-2008

- Attendance policy was reviewed for compliance with the law and was determined to be fine. In reviewing our attendance policy, other districts' policies were obtained and compared to ours to determine if we are in keeping with the norm. This process is ongoing and will continue into next year.
- Research completed to determine the number of external suspensions and Saturday schools and the reasons these were assigned. Although the research was discussed to some extent there is more work that needs to be done to determine if there is a need for an in-house suspension model. Thus this will be an ongoing goal for next year.
- We continued to work to address the needs of "at-risk" students. A group of students was identified by the guidance counselors and administration and they were asked to join an "adventure team". This group then went on some fieldtrips during the year. One was to a ropes course to participate in team building activities another was to a post graduate technical school to hear about their programs and opportunities.
- A subcommittee of site council met with several students to brainstorm who are the disenfranchised students at MHS.
- This sub-committee recommended some changes for the administration to consider regarding the attendance policy and "at-risk" students. We are presently taking those recommendations under consideration.
- A different subcommittee continued to look at stress and proposals to help alleviate it. Discussion continues at this time and the actions that were taken on this goal were to meet with the guidance department and seek their input as much stress seems to be centered on the college application and acceptance process.
- We continue to engage in conversations regarding stress and stressors and will seek to locate an evening speaker to discuss the need for making choices and limiting activities that students are engaged in during the year.
- The peer leaders began a social norms campaign to help reinforce the positive decisions our students are making about alcohol and substance use as well as

other health issues. An assembly was held prior to the prom to initiate this campaign. This assembly was organized and implemented by the peer leaders and their advisors.

- Along with the youth outreach workers the peer leaders created a community “health fair” held at McCarthy Park prior to Springfest on May 31st. As a first time event this was successful and the goal is to continue to build on the concept of social norms marketing and develop monthly campaigns on different topics (i.e. eating habits, depression awareness, healthy releases for stress management)

Goal for 2008-2009

- Continue to discuss the proposals of the stress sub-committee and implement as many as are feasible.
- Find a speaker to discuss with parents and students making choices and limiting the number of activities undertaken.
- Continue and enhance the “adventure team” concept to help meet the needs of the “at-risk” population.
- Continue to examine our attendance policy.
- Review the data collected on suspensions and determine if there is a feasible and cost-effective way to implement an in-house suspension program.
- Examine the role of students in developing school procedures, policies and programs.

Theme 4: Personal and Professional Development

Summary of 2007-2008

- Guidance secretary staff attended workshop on student records
- Principal’s secretary attended workshop on staff records
- Job-embedded days used to rework grade 10 English curriculum
- Job-embedded days used to rework grade 10 social studies curriculum
- PD day used for continued technology training

Goals for 2008-2009

Continued promotion of “best practices” through PD opportunities.

Theme 5: School Management and Leadership

Summary of 2008-2009

- Steering committee established for the NEASC self-study process
- Committees established to study the seven standards of accreditation
- Liaison from NEASC met with faculty to review the self-evaluation process
- Committees busily working to gather information and craft reports for the seven standards
- School and Community Profile committee presented a first draft of their report to the faculty for review

- GPA revisions were completed
- A sub-committee was formed. This group gathered and reviewed data about our GPA numbering system as well as the systems used in neighboring communities. This committee then proposed changes to our system that changed the numbering system used for the weighted GPA from a 5.1 system to a 4.0 system with a .8 bump for honors/AP courses. This committee took the proposed changes to the faculty and student council for approval. An open forum was held and then the changes were explained to the school committee. The new numbering system as well as a reporting system to colleges will be utilized in the fall of 2008.

Goals for 2008-2009

- Continue the preparations for the NEASC visit in October of 2009.
- Work toward developing a copy center staffed by volunteers
- Continue to pursue ways to honor student and faculty achievements

Theme 6: Communication and Community Outreach

Summary of 2007-2008

- The monthly newsletter is available online.
- Electronic mailings have been utilized for the notification of parents about significant events occurring at the high school.
- Edline has been utilized by all teachers to post class expectations and progress reports.
- Students initiated fund raisers to help a family in Waveland, MS; to contribute money to Pennies for Patients in memory of Gus Murby; to contribute money to research for cystic fibrosis in memory of Dan Palermo; did an annual can collection to help the Medfield food cupboard.

Goal for 2008-2009

- Continue to educate faculty, students and parents about the uses of Edline.
- Continue to involve students, staff and parents in making a difference in the community at large.
- Provide continued information and support for incoming 9th grade students and parents

I am delighted to provide my first school improvement report. I am thankful for the support that so many people in the community have provided to the high school. I believe we have developed a school improvement plan that is consistent with the district strategic plan and that continues to provide quality programs for all the students at Medfield High School.

Respectfully submitted,

Judith E. Noble

