E.C. Brooks Elementary School

Plan Overview 2019-2022

Mission

We are committed to developing a community of learners who are academically proficient, demonstrate strong character, and exhibit self-confidence

Vision

We strive to ensure that E.C. Brooks students achieve high standards of academic, emotional, and social success for all students in an exemplary, child centered, safe, and supportive teaching and learning community. We commit to preparing our students to function in a technologically advanced society by developing 21st century skills, while promoting hands-on experiences and project based learning.

Core Values

E.C. Brooks Students know how to:

- be respectful
- be open-minded
- act safely
- be responsible

Theory of Action

If we strengthen our teaching and learning by building on educator's instructional skills in order to meet the diverse needs of all students, adjust our practices as needed, and provide high quality effort and work; students will then demonstrate measurable growth and be academically proficient.

		Strategic Objectives			
1. High Quality Instruction	2. Effective Student Support	3. Strong family and	4. Team excellence	5. Public Confidence & Pride	
Increase student achievement	Systems	community relationships	Cultivate and recruit a highly	Implement effective strategies	
by strengthening teaching &	Create an inclusive, culturally	Empower families and the	skilled workforce	to raise the profile and	
learning	responsive learning	community through		reputation of E.C. Brooks	
	environment	collaboration		Elementary School	
Strategic Initiatives					
1.1 Use disaggregated data to	2.1 Build authentic culturally	3.1 Maintain appropriate	4.1 Continue to recruit and	5.1 Create and implement an	

create and implement an instructional plan that includes tiered supports for all learners	responsive relationships through sustaining and expanding implementation of Morning Meeting & Closing Circle, as well as initiating problem solving skills through Playworks.	system of communication between home and school that provides evidence of academic and social/emotional supports, while maximizing the Family Engagement Team's ability to promote engagement of all families through monthly academic, theme-based & PBIS events.	support highly qualified staff who use a Growth Mindset to reflect upon their strengths and weakness of current practices.	effective communication plan to highlight the positive programs and events that increase a sense of pride within the school.
1.2 Provide differentiated professional development to all staff that includes strengthening teacher's ability to deliver high quality, standards-based instruction	2.2 Fidelity to our Tier I PBIS system that provides students with a safe and positive learning environment where they are comfortable taking academic risks, while developing our skills to identify, develop, and implement a plan of action for Tier II students.	3.2 Continue to build community partnerships (Foster Grandparent Program, UMass, Child & Family, etc.) to encourage the development of the whole child at E.C. Brooks.	4.2 Develop the capacity of school-based instructional leaders by attending District PLC's (PBIS, Tiered Literacy, Playworks, etc.) that provide professional development opportunities to teachers which will support student learning.	5.2 Utilize a variety of media to maximize awareness and support of E.C. Brook's goals, objectives, and programs.
1.3 Rigorous standards-based instruction through the implementation of well-structured lessons that align to the common core and NBPS curriculum maps and the ability to adjust practice as needed according to individual student need.	2.3 Maximize our Building Based Support team and SEI cycle review case studies to identify academic, behavioral and socio-emotional supports for students. Data will be analyzed to develop a plan of action that includes interventions and accommodations based on individual needs of students	3.3 Use of PBIS & Attendance Data to assist families in problem-solving matters related to social, emotional, behavioral, and attendance concerns.	4.3 Use data analysis through the collaboration of SILT, Grade Level/Vertical Team Meetings, Data Meetings, etc. to adjust practice and build capacity for teachers to meet the needs of all learners.	
		Outcomes		

Outcome 1.A-Data from STAR & DIBELS Assessment will indicate a 40% reduction in the number of students not meeting grade level expectations

Outcome 1.B-Data from STAR & DIBELS Assessment will indicate a 10% reduction of students not meeting grade level expectations

Outcome 1.C-There will be an increase of 10% of students who exceed grade level expectations in STAR ELA, STAR MATH, and DIBELS

Outcome 1.D-80% of students will meet or exceed their individualized scaled score target in STAR ELA and STAR Math

Outcome 1.E-Students will improve their vocabulary development and defining skills in order to communicate complete, specific, and meaningful thoughts verbally and written form.

Outcome 1.F-Students will improve their understanding of reading comprehension when analyzing a text to determine character motivation and perspective

Outcome 1.G-Students will develop their Conceptual understanding of Math through the implementation of models and best practices such as the open number line, the part-whole model, and decomposition of numbers in order to explain and demonstrate their thinking using academic language (orally) and in writing

Outcome 2.A-A decrease in the number of office referrals that was distributed to students from 2018-2019 to 2019-2020

Outcome 2.B-Decrease the number of students being referred for special education testing

Outcome 2.C-Instructional practices will explore various teaching styles to meet the needs of individual students and to further the learning, while taking advantage of the diversity of the students to enrich their learning experiences

Outcome 2.D-An increase of student engagement to influence self-esteem and motivation on student's enthusiasm and ability to learn.

Outcome 3.A-90% of families that attend school-based curriculum events and respond to a survey stating that they walked away with a better understanding of what their child is learning in the classroom.

Outcome 3.B-Meet or exceed the chronic absenteeism target

Outcome 4.A-Through classroom observations, teachers will receive a rating of Proficient on Well-Structured Lessons, Adjustment to Practice, Meeting Diverse Needs and Quality of Effort & Work,

Outcome 4.B-80% of students will meet grade level expectations on monthly performance assessments

Outcome 5.A-Effective communication will take place with families utilizing our website, social media, robo calls, and monthly newsletters that increase the awareness of the positive initiatives/programs/events taking place at E.C. Brooks

Note: This Plan Overview template depicts a plan with four strategic objectives. Delete or add a column, as necessary, to accommodate a plan with three or five strategic objectives.

E.C. Brooks Elementary School

Action Plan Template, 2019-20

Goal 1: High-Quality Instruction-Increase student achievement by strengthening teaching and learning

Strategic Initiative 1.1 Use disaggregated data to create and implement an instructional plan that includes tiered supports for all learners

Monitoring Progress

Process Benchmark What will be done, when, and by whom?	Person Responsible	Date	Status
Consistently analyzing data of all formative and summative assessments and using that data to drive instruction and adjust practices. Student goals will be adjusted as needed upon data conclusions and feedback will be provided to students on ways to show growth.	Leadership TeamSupport StaffTeachers	September 2019-ongoing	
Individual student data binders will be maintained to measure progress towards intended outcomes on individual student learning goals.	PrincipalTLSTeacherStudent	September 2019-ongoing	
Ongoing Look At Student Work Samples that identify strengths and areas of concern to inform instructional practices	Leadership TeamSupport StaffTeachers	Monthly	

Early Evidence of Change Benchmark	Person Responsible	Date	Status
What changes in practice, attitude, or behavior will you see if the initiative is			
having its desired impact?			
STAR, DIBELS, DRAs, and District CFA are completed for all students in order to identify	Principal	Sept. 2019-ongoing	
instructional reading and math practices.	 TLS 	(District Assessment	
	 Reading Specialist Teachers 	Calendar)	
Formative assessments/exit tickets (Checks for student understanding) are embedded into	Teachers	Daily	
daily routines and throughout the lesson in order to make instructional decisions and provide			
scaffolds/supports for various needs of students based on those observations and			
documentation.			
Teams will analyze student data points and develop an action plan to implement for particular students.	Principal TLS Feachers	Weekly	
state.ns.	Support Staff BBST Team/SEI Cycle Review Team		

Goal 1: High-Quality Instruction-Increase student achievement by strengthening teaching and learning

Strategic Initiative 1.2-Provide differentiated professional development to all staff that includes strengthening teacher's ability to deliver high quality, standards-based instruction

Monitoring Progress

Process Benchmark What will be done, when, and by whom?	Person Responsible	Date	Status
Participate in tiered academies/trainings to build capacity of teachers: Tiered Literacy Academy Doug Duff (Building & Sustaining Math Success)	Principal TLS	August 2019- June 2020	
Design PD for Standards-Based Instruction that incorporates Tiered Levels of Support and embedded assessments utilizing Universal Design	Principal TLS	August 2019- June 2020	

Early Evidence of Change Benchmark	Person Responsible	Date	Status
What changes in practice, attitude, or behavior will you see if the initiative is			
having its desired impact?			
Collaboration and planning between grade level teams will establish standards-based	Leadership Team	August 2019-	
instruction that emphasizes the connection between planning, instruction, assessment, and	 Support Staff 	June 2020	
student work analysis to create Tier 1, 2, and 3 supports within Core Instruction.	 Teachers 		
Strategies learned from the Tiered Literacy Academy and Conceptual Math embedded into	 Leadership Team 	August 2019-	
lesson plans and observed during learning walks.	 Tiered Literacy Team 	June 2020	
	 Teachers 		
Professional Development surveys will indicate favorable responses to PD sessions and	Principal	August 2019-	
provide feedback to drive future PD	 Leadership Team 	June 2020	

Goal 1: High-Quality Instruction-Increase student achievement by strengthening teaching and learning

Strategic Initiative 1.3- Rigorous standards-based instruction through the implementation of well-structured lessons that align to the common core and NBPS curriculum maps and the ability to adjust practice as needed according to individual student need.

Monitoring Progress

Process Benchmark What will be done, when, and by whom?	Person Responsible	Date	Status
Review MCAS performance data to determine focus areas to implement appropriate supports and interventions in the form of an action plan	PrincipalTLSTeachers	September 2019	
Lesson Plan Feedback provided to teachers regarding the school-wide look fors that should be embedded into daily routines/procedures	Principal TLS	Weekly	
Embed instructional dialogue & analysis and inquiry opportunities for students to explain their thinking and reasoning skills, while engaging in activities that promote students to lead their learning.	PrincipalTLS	Monthly	

Early Evidence of Change Benchmark	Person Responsible	Date	Status
What changes in practice, attitude, or behavior will you see if the initiative is			
having its desired impact?			
Adjustments to practices are made in connection to the data analyzed through formative	 Leadership Team 	September 2019-	
assessments	 Support Staff 	ongoing	
	 Teachers 		
Utilize the District Curriculum Maps and Instructional Guide	• Teachers	September 2019-	
Informal & Formal Classroom Observations conducted and high-quality feedback given	Principal	September 2019-	
regarding the school's focus areas around Well-Structured Lessons, Adjustment to Practice,	 TLS 	Ongoing	
Meeting Diverse Needs, and Quality of Effort & Work.	 District Leadership 		
,	Team		
Informal & Formal Learning Walks will be conducted to observe that Instructional Dialogue,	Principal	September 2019-	
Analysis & Inquiry, and Productive Grappling is taking place within the classroom learning	 TLS 	Ongoing	
activities.	 District Leadership 		
	Team		
	 Teachers 		

Goal 2: Effective Student Support Systems-Create an inclusive, culturally responsive learning environment

Strategic Objective 2.1-Build authentic culturally responsive relationships through sustaining and expanding implementation of Morning Meeting & Closing Circle, as well as initiating problem solving skills through Playworks.

Process Benchmark What will be done, when, and by whom?	Person Responsible	Date	Status
Teachers will establish a positive school environment through the implementation of a Morning Meeting and Closing Circle that aligns to grade level speaking and listening skills.	Teachers	Daily	
Playworks Team will collect monthly data on how structured activities are taking place during recess, utilizing student role models that lead the group during problem-solving activities and collaboration. (2.4)	 Principal SAC/Playworks Team Teachers Leadership Students 	Monthly	

Early Evidence of Change Benchmark What changes in practice, attitude, or behavior will you see if the initiative is having its desired impact?	Person Responsible	Date	Status
Implementation of a Responsive Classroom Approach embedded into daily routines in order to build positive relationships between staff and students.	PrincipalTLSPBIS Team	Daily	
Students will be taught how to effectively collaborate with one another on ways to problem solving and use critical thinking skills, while utilizing accountable talk stems when having positive discussions with peers	PrincipalSAC/Playworks TeamTeachers	Daily	

Goal 2: Effective Student Support Systems-Create an inclusive, culturally responsive learning environment

Strategic Objective 2.2- Fidelity to our Tier I PBIS system that provides students with a safe and positive learning environment where they are comfortable taking academic risks, while developing our skills to identify, develop, and implement a plan of action for Tier II students.

Process Benchmark What will be done, when, and by whom?	Person Responsible	Date	Status
A systematic approach will be utilized to document office/discipline referral procedures in order to hold students accountable for their actions an issue appropriate consequences as needed.	PrincipalPBIS TeamTeachers	Daily & Monthly Analysis	
Staff will participate in various Professional Development Opportunities that are focused around Tier 1 and Tier 2 interventions and supports for students.	PrincipalPBIS Team	Daily	

Early Evidence of Change Benchmark What changes in practice, attitude, or behavior will you see if the initiative is having its desired impact?	Person Responsible	Date	Status
Decrease of number of office referral/discipline referrals that are completed on an individual student which will improve student participation/engagement and academic performance.	PrincipalPBIS TeamTeachers	Daily	
Model positive and consistent expectations and build a common language and vision amongst staff as it pertains to PBIS and Zones of Regulation.	PrincipalPBIS TeamTeachers	Daily	

Goal 2: Effective Student Support Systems-Create an inclusive, culturally responsive learning environment

Strategic Objective 2.3- Maximize our Building Based Support team and SEI cycle review case studies to identify academic, behavioral and socio-emotional supports for students. Data will be analyzed to develop a plan of action that includes interventions and accommodations based on individual needs of students

Process Benchmark What will be done, when, and by whom?	Person Responsible	Date	Status
In 4-6 weeks, the plan of action will be analyzed to review student data and the progress	 Principal 	September 2019-June	
that has been made toward goals that were set in order to close the achievement gap.	BBST Team	2020	
	SEI Cycle Review Team		

Measuring impact			
Early Evidence of Change Benchmark	Person Responsible	Date	Status
What changes in practice, attitude, or behavior will you see if the initiative is			
having its desired impact?			
Building teams will provide appropriate strategies/interventions/supports utilizing the District	 Principal 	September 2019-June	
Curriculum Accommodation Plan to put in place for individual students who are having	 Support Staff 	2020	
academic & behavioral concerns.	 BBST Team/SEI Team 		
	 Teachers 		

Goal 3-Strong Family and Community Relationships

Strategic Objective 3.1- Maintain appropriate system of communication between home and school that provides evidence of academic and social/emotional supports, while maximizing the Family Engagement Team's ability to promote engagement of all families through monthly academic, theme-based and PBIS events.

Monitoring Progress

Process Benchmark What will be done, when, and by whom?	Person Responsible	Date	Status
Maintain effective communication through E.C. Brooks Webpage, Facebook Page, Monthly Calendars, and Newsletters that highlight specific activities/events/celebrations that took place over the month.	Principal Family Engagement Team	September 2019-June 2020	
Maintain an open line of communication with all families in order to build the home-to-school connection that discusses academic progress, educational success/concerns, updates regarding the curriculum, and ways to assist at home through a variety of means (Class Dojo, email, weekly evaluations, parent phone call, etc.)	PrincipalTeachersSupport Staff	September 2019-June 2020	
The Family Engagement Team will plan monthly events that bring families into the school in order to promote a positive school culture and bridge the gap from home to school.	PrincipalFamily Engagement Team	September 2019-June 2020 (Monthly)	

Early Evidence of Change Benchmark What changes in practice, attitude, or behavior will you see if the initiative is having its desired impact?	Person Responsible	Date	Status
The multiple sources of media will encourage families to become more involved in their child's learning environment and stay up-to-date about specific events taking place.	PrincipalLeadership TeamTeachers	September 2019-June 2020	
Positive relationships between teachers/families/students will promote academic success.	PrincipalSupport StaffTeachers	Ongoing	
The increase of communication and strong relationships between home to school will have an increase in parent involvement and attendance at school-wide events.	PrincipalFamily Engagement TeamSupport StaffTeachers	Daily	

Goal 3-Strong Family and Community Relationships

Strategic Objective 3.2- Continue to build community partnerships (Foster Grandparent Program, UMass, Child & Family, etc.) to encourage the development of the whole child at E.C. Brooks

Monitoring Progress

Process Benchmark What will be done, when, and by whom?	Person Responsible	Date	Status
Increase in the way students feel about school and their self, while promoting self-awareness and encouraging positive interactions between peers; that correlate to academic success.	 Principal Leadership Team SAC Teachers Playworks UMass Dart. Tutors GOTR Foster Grandparent 	September 2019- June 2020	
	Program		

Early Evidence of Change Benchmark What changes in practice, attitude, or behavior will you see if the initiative is having its desired impact?	Person Responsible	Date	Status
Collaborate with the variety of Community Partnerships that will assist in closing the gap of struggling learners and offer additional support/programs that will develop the whole child.	 Principal Leadership Team Teachers SAC Playworks UMass Dartmouth Tutors GOTR Foster Grandparent Program 	September 2019- June 2020	

Goal 3-Strong Family and Community Relationships

Strategic Objective 3.3- Use of PBIS & Attendance Data to assist families in problem-solving matters related to social, emotional, behavioral, and attendance concerns.

Monitoring Progress

Process Benchmark What will be done, when, and by whom?	Person Responsible	Date	Status
Decrease in the number of students that are absent, dismissed, and tardy in order to reflect additional time on learning	PrincipalSACAttendance OfficerTeachers	Daily-Robo Calls Bi-Weekly-Attendance Meetings Monthly-Ceremonies	

Early Evidence of Change Benchmark What changes in practice, attitude, or behavior will you see if the initiative is having its desired impact?	Person Responsible	Date	Status
Utilize the Attendance Officer and the CHIPS Program to discuss attendance concerns and establish resources that may be needed for families.	PrincipalSACAttendance Officer	2x per month	
Bulletin Boards in the Main Hallway Entrance that will promote Attendance Procedures and Roar Expectations. Photographs of students will be displayed to recognize performances.	PrincipalTLSSAC	Weekly/Monthly	

Goal 4-Team Excellence-Cultivate and recruit a highly skilled workforce

Strategic Objective 4.1- Continue to recruit and support highly qualified staff who use a Growth Mindset to reflect upon their strengths and weakness of current practices.

Monitoring Progress

Process Benchmark What will be done, when, and by whom?	Person Responsible	Date	Status
Create and implement a plan to recruit highly qualified staff whose vision aligns with the mission of E.C. Brooks and understands the Social Emotional aspect of student needs.	Principal TLS	January 2020	
Participate in on-going District Professional Development in order to build the capacity of the staff within Brooks School and to increase the level of instruction that's provided to the students.	 Principal Tiered Literacy Team Playworks Team PBIS Tier 1 Team PBIS Tier 2 Team 	September 2019-June 2020	

Early Evidence of Change Benchmark What changes in practice, attitude, or behavior will you see if the initiative is having its desired impact?	Person Responsible	Date	Status
Attend the Job Recruitment Fair in order to hire highly qualified staff pertaining to open positions that may be available.	PrincipalTLSSAC	May 2020	
Delivery of instruction with be reflected upon in order to adjust practice after analyzing student results and identifying strengths and areas of concern related to the lesson taught.	• Teacher	Daily	
Through informal and formal learning walks, the strategies learned in various Professional Development opportunities will be embedded into daily practices.	• Principal TLS	September 2019-June 2020	

Goal 4-Team Excellence-Cultivate and recruit a highly skilled workforce

Strategic Objective 4.2-Develop the capacity of school-based instructional leaders by attending District PLC's (PBIS, Tiered Literacy, Playworks, etc.) that provide professional development opportunities to teachers which will support student learning.

Monitoring Progress

Process Benchmark What will be done, when, and by whom?	Person Responsible	Date	Status
Participate in various District trainings throughout the year to build the capacity of leadership teams in order to assist in translating that information over to classroom teachers.	Principal SIL Team	September 2019-June 2020	

Early Evidence of Change Benchmark What changes in practice, attitude, or behavior will you see if the initiative is having its desired impact?	Person Responsible	Date	Status
Through informal and formal learning walks, the strategies learned in various Professional Development opportunities will be embedded into daily practices.	PrincipalTLS	September 2019-June 2020	
Through informal and formal learning walks, look for adjustments to practice that teachers have embedded into their practice to meet the needs of the diverse learners in their classrooms.	PrincipalTLS	September 2019-June 2020	

Goal 4-Team Excellence-Cultivate and recruit a highly skilled workforce

Strategic Objective 4.3- Use data analysis through the collaboration of SILT, Grade Level/Vertical Team Meetings, Data Meetings, etc. to adjust practice and build capacity for teachers to meet the needs of all learners.

Monitoring Progress

Process Benchmark What will be done, when, and by whom?	Person Responsible	Date	Status
Utilize various data points to analyze student growth and progression toward	 Principal 	September 2019-June	
individual goals and academic success	 Leadership Team 	2020	
	 Support Staff 		
	Teachers		

Early Evidence of Change Benchmark What changes in practice, attitude, or behavior will you see if the initiative is having its desired impact?	Person Responsible	Date	Status
Formative/Summative Assessments are completed for all students in order to identify differentiation/scaffolds that need to be put into place during reteach opportunities for students who need further instruction understanding a given skill/concept.	PrincipalLeadership TeamSupport StaffTeachers	September 2019-June 2020	

Goal 5-Public Confidence & Pride-Strengthen the reputation and elevate the profile of the school

Strategic Objective 5.1-Create and implement an effective communication plan to highlight the positive programs and events that increase a sense of pride within the school

Monitoring Progress

Process Benchmark What will be done, when, and by whom?	Person Responsible	Date	Status
The reputation of Brooks School will continue to increase with the ongoing level of positivity and communication that shows the building is a welcoming	PrincipalSILT	September 2019-Ongoing	
place.	FamilyEngagementTeam		

Weasuring impact			
Early Evidence of Change Benchmark	Person Responsible	Date	Status
What changes in practice, attitude, or behavior will you see if the initiative is			
having its desired impact?			
Maintain effective communication through E.C. Brooks Webpage, Facebook	 Principal 	September	
Page, Monthly Calendars, and Newsletters that show a sense of pride that	 SILT 	2019-Ongoing	
sits within the building	Family		
	Engagement		
	Team		
Parent/guardian surveys will be given at various events throughout the year	 Principal 	September	
in order to drive future events	 SILT 	2019-Ongoing	
	Family		
	Engagement		
	Team		

Goal 5-Public Confidence & Pride-Strengthen the reputation and elevate the profile of the school

Strategic Objective 5.2- Utilize a variety of media to maximize awareness and support of E.C. Brook's goals, objectives, and programs

Monitoring Progress

Process Benchmark What will be done, when, and by whom?	Person Responsible	Date	Status
Maximize our SILT to promote our school's goals, objectives, vision, and mission to families/community members	PrincipalSILT	September 2019-Ongoing	

Early Evidence of Change Benchmark What changes in practice, attitude, or behavior will you see if the initiative is having its desired impact?	Person Responsible	Date	Status
Monthly newsletters will be sent home that highlight specific instructional practices that took place that connect to the Vision, Mission, and Goals of E.C. Brooks.	PrincipalSILT	Monthly	