

**LITTLETON, MASSACHUSETTS
School Improvement Plan**

LITTLETON HIGH SCHOOL

Plan Duration: July 1, 2005 thru June 30, 2008

Team Members

Name	Title	Signature
Amanda Bossman	Student	
John J. Buckey	Principal, Co-Chair	
Regina Chaple	Faculty	
Bailey Chick	Student	
Barbara Coburn	Faculty	
Cody Gillins	Student	
James Giungo	Student	
Susan Harvey	Faculty	
Dianne Lauffer	Parent, Co-chair	
Sena Martinec	Parent	
Millie McGovern	Parent	
Darrell Payson	Community Representative	

School Mission

The closely-knit community of Littleton High School is dedicated to maximizing the intellectual, social, physical and emotional growth of all its students. In our pursuit of educational excellence, we maintain a safe environment where all students feel valued, respect themselves, develop a caring and compassionate attitude, use their minds effectively in learning and decision-making, and understand and appreciate the diversity and interdependence of all people. We believe that, provided the opportunity, every student, with effort, can and will meet high standards of achievement. To that end, students, teachers, administrators, support personnel, parents, and the community work in partnership to help students to become life-long learners and self-reliant, responsible, productive citizens in a constantly changing world.

SCHOOL IMPROVEMENT PLANNING
(For Each Goal)

MEASUREABLE SCHOOL GOALS:

Increase academic achievement for all students as measured by:

- § the percentage of students who pass the MCAS Mathematics and English Language Arts tests by graduation.
- § the percentage of students who score at or above the “proficiency” level on the MCAS Mathematics and English Language Arts tests.
- § the percentage of students who qualify for the Certificate of Mastery
- § the percentage of students who make the Principal’s List and the Honor Roll.
- § the percentage of students who take an Advanced Placement exam
- § the percentage of students who score 3 or better on Advanced Placement exams
- § the number of students being recognized by the College Board as AP Scholars
- § the percentage of graduates who are accepted to accredited colleges and/or universities.
- § the overall scores on SAT verbal and mathematics test.
- § the percentage of students participating in SAT
- § the percentage of students participating in SAT subject tests
- § the percentage of students participating in the ACT
- § the percentage of students participating in the PSAT

Ensure a safe culture and climate for all students as measured by:

- § the percentage of students attending school daily
- § the results of annual surveys on topics such as harassment, drug use, safety, honoring differences, etc.
- § the percentage of students participating in co-curricular activities.

Background Data (Justification for this goal as a school priority):

The Littleton High School, School Council believes that the Mission Statement for Littleton High School directs us to select these goals – academic achievement and safe culture and climate – for our school improvement plan. Guided by the Mission, we are “dedicated to maximizing the intellectual, social, physical and emotional growth of all of [our] students.” The School Council understands that in order for students to receive a quality, holistic education, they need to be in an environment that is safe. Before achieving our academic goals, we must ensure a safe culture and climate for all students. By creating a safe atmosphere for learning, we can better pursue the increases we seek in academic achievement. All members of our council believe that our three-year targets for our measurable goals support the best opportunities for all of our students in the classroom and in our co-curricular programs.

DISTRICT GOAL	Increase academic achievement for all students.		
MEASUREABLE SCHOOL GOALS	§ the percentage of students who pass the MCAS Mathematics and English Language Arts tests by graduation. § the percentage of students who score at or above the “proficiency” level on the MCAS Mathematics and English Language Arts tests. § the percentage of students who qualify for the Certificate of Mastery § the percentage of students who make the Principal’s List and the Honor Roll.* § the percentage of students who take an Advanced Placement exam § the percentage of students who score 3 or better on Advanced Placement exams § the number of students being recognized by the College Board as AP Scholars § the percentage of graduates who are accepted to accredited colleges and/or universities. § the overall scores on SAT verbal and mathematics test. § the percentage of students participating in SAT § the percentage of students participating in SAT subject tests § the percentage of students participating in the ACT § the percentage of students participating in the PSAT		
SUCCESS INDICATORS	An increase in the percentages or numbers for each of the measurable school goals listed.		
ANNUAL TARGETS (3 years)		3 Year Average	2005
	% passing MCAS by graduation	100%	100%
	% scoring at/above proficiency - ELA	82%	88%
	% scoring at/above proficiency - Math	66%	77%
	% qualifying for Certificate of Mastery	42%	55%
	% making Principal’s List / Honor Roll*	41%	39%
	% taking an AP exam	25%	39%
	% of AP scores 3 or higher	61%	57%
	# of students being named AP Scholars	3	8
	% accepted to college/university	91%	88%
	SAT Verbal	546	546
	SAT Mathematics	536	534
	% participating in SAT I	95%	93%
	% participating in SAT subject tests	29%	36%
	% participating in ACT	9%	17%
	% participating in PSAT	62%	65%

<u>Strategy</u> In what general ways can you move key elements of the problem in order to achieve the school goal?	<u>Activities (Action Plan)</u> What will occur in order to accomplish the strategy and reach the school goal?	<u>Success Indicator(s)</u> What measure(s) will be used to determine the success of this strategy?	<u>Timeline Start/End Date</u> What is the time frame for implementation of the key action?	<u>Person Responsible</u> Who is primarily responsible for coordinating the key action?	<u>Professional Development</u> What do staff or families need to know and be able to do to ensure the achievement of this goal?	<u>Cost/Resources</u> What existing resources can be redirected? What "new" resources are needed? How will they be acquired?
CURRICULUM	Continue to refine the learning objectives developed for each course.	All	September to June 2004-2007	J. Buckey Dept. Heads Team Leaders	Work collaboratively as learning teams. Understand and be aware of our stated learning objectives.	Team leaders' stipends Increased release time
ASSESSMENT	Continue developing assessments in our learning teams – work toward quarterly assessments in all courses.	All	September to June 2004-2007	J. Buckey	Work collaboratively as learning teams. Understand and be aware of our stated learning objectives.	Books and seminars for faculty
WRITING ACROSS THE CURRICULUM	Provide training for staff in how to develop a consistent approach to assessing student writing.	All	September to June 2004-2007	English Dept. Head N. Gustafson	Writing Across the Curriculum Training during Early release professional development days	Follow-up training in the John Collins program annually for teacher new to LHS.
INSTRUCTION	Introduce instructional strategies for teachers to differentiate classroom instruction. Annual training in the Skillful Teacher program for teachers new to LHS.	All	September 2005 to June 2007	J. Buckey N. Gustafson	Training for faculty in differentiation of instruction	Funding for consultants and materials \$1,500

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TECHNOLOGY INTEGRATION	<ol style="list-style-type: none"> Integrate Rediker software into classroom practice – scheduling, attendance, grading, and websites. Schedule faculty meetings to share ideas about how teachers have integrated technology into a lesson or unit. Request that all staff members share ideas. 	<p>All</p> <p>All</p> <p>All</p>	<p>September 2004 to June 2007</p> <p>September 2005 to June 2007</p> <p>September 2004 to June 2007</p>	<p>M. Lucey C. Elliott T. MacIntyre AM Donahue L. Richard V. Cormier</p> <p>J. Buckey C. Banach</p>	<p>Attend seminars and conferences in technology integration.</p> <p>N/A</p> <p>Collegiality – teachers teaching teachers</p>	<p>Budgeted money for seminars and conferences \$5,000</p> <p>Hardware</p> <ul style="list-style-type: none"> - DVD - LCD - Computers - Televisions - upgrades <p>Software</p> <ul style="list-style-type: none"> - licenses - programs - upgrades <p>N/A</p>

DISTRICT GOAL	Increase academic achievement for all students.		
MEASUREABLE SCHOOL GOALS	Ensure a safe culture and climate for all students.		
SUCCESS INDICATORS (Measures, assessment tools)	§ the number of incidents involving Academic Integrity, Conflict, and Harassment. § the results of annual surveys on topics such as harassment, drug use, safety, honoring differences, etc. § the percentage of students participating in co-curricular activities.		
ANNUAL TARGETS (3 years)		3 Year Average	2005
	§ # of incidents of Academic Integrity	5	9
	§ # of incidents of Conflict	7	5
	§ # of incidents of Harassment	9	8
	§ % of students in co-curricular activities	64	59
	§ annual survey results	harassment	substance use

Strategy In what general ways can you move key elements of the problem in order to achieve the school goal?	Activities (Action Plan) What will occur in order to accomplish the strategy and reach the school goal?	Success Indicator(s) What measure(s) will be used to determine the success of this strategy?	Timeline Start/ End Date What is the time frame for implementation of the key action?	Person Responsible Who is primarily responsible for coordinating the key action?	Professional Development What do staff or families need to know and be able to do to ensure the achievement of this goal?	Cost/ Resources What existing resources can be redirected? What "new" resources are needed? How will they be acquired?
PEER MEDIATION	Offer a peer mediation program for students. Provide training in being an effective peer mediator. Promote program as an effective means for resolving conflict.	All	September 2004 to June 2007	R. Martin C. Huston N. Gustafson C. Banach J. Palumbo	Meetings and seminars to explain and promote the peer mediation program and concept.	\$2,000 Peer mediation assistant
APPROPRIATE RULES AND REGULATIONS	Annual Student Handbook review and revision process. Consistent enforcement of school policies and regulations as outlined in the Student Handbook.	All	May 2004 May 2005 May 2006 May 2007	C. Banach J. Buckey	Seminars and conventions on legal issues in education. Legal review of Handbook.	\$2,500
CO-CURRICULAR OFFERINGS	Develop and offer high quality co-curricular activities that appeal to a wide range of student interests.	All	November 2002 to June 2005	M. Lynn	Training for coaches and advisors of clubs and activities.	School budget to include costs for coaches and advisors as well as transportation, uniforms, etc.
Annual Surveys	Develop and conduct surveys to student body on topics related to academic integrity, harassment, safety, honoring differences, etc.	All	February 2004 February 2005 February 2006 February 2007	J. Buckey C. Banach Leadership Team	Appropriate speakers, training, seminars in areas of concern.	\$2,000