

**Windham School District
Golden Brook School
Climate, Culture, and School Improvement
Implementation Rubric**

Objective 1:	Increase the visibility of building administrators	School Year:	2019-2020
Building:	Golden Brook		

Action Steps	Roles and Responsibility	Timeline Schedule	Benchmarks
A. Administrators will participate in weekly PLC meetings	All building administration	Weekly	At least one building administrator will be present at each team's PLC as a resource ('what do you need from us'), not a facilitator
B. Administrators will walk through the building daily in order to ensure that at least one admin has been in every classroom	All building administration	Daily	Admin will develop a google doc to document the house/grade level that they have been through to ensure that there has been visibility throughout the building, and that at least one admin has been in each classroom daily
C. Administration will be visible in non-academic settings daily	All building administration	Daily	Admin will walk through non-academic settings, including Ready Set Go, Lunch, Recess, and Dismissals
D. Administration will check in on team meetings	All building administration	Weekly	At least one building administrator will check in on each team meeting and be available as a resource for those teams.
E.			

Evidence:

Logs, Calendars
 Agendas
 Meeting Minutes
 Programs

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Objective 2	Improving Communication	School Year:	2019-2020
Building:	Golden Brook		

Action Steps	Roles and Responsibility	Timeline Schedule	Benchmarks
A. Administration will send a weekly newsletter to staff containing important information, dates, celebrations, and curriculum tips	GBS Admin	Weekly	Admin will continue to develop a weekly newsletter that will include information that all staff need to be aware of
B. Administration will send a weekly newsletter to parents containing important information, dates, and events	GBS Admin	Weekly	Admin will continue to develop a weekly newsletter that will include information that all families need to be aware of
C. GBS will maintain a social media presence for members of the community	GBS Admin	Daily	Admin will maintain a social media presence on Twitter, Facebook, email, and websites to feature news, events, and academics, as well as staff and student success
D. Staff calendars will be maintained to highlight events and assessments	GBS Admin	Monthly	Admin will maintain a calendar, updated at least monthly, to highlight events, assessments, deadlines, and other dates of importance.
E.			

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Evidence:



Logs, Calendars



Agendas



Meeting Minutes



Programs

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Objective 3:	Increase Active Participation and Improve Collaboration	School Year:	2019-2020
Building:	Golden Brook School		

Action Steps	Roles and Responsibility	Timeline Schedule	Benchmarks
A. Administrators will participate in weekly PLC meetings	All building administration	Weekly	At least one building administrator will be present at each team's PLC as a resource ('what do you need from us'), not a facilitator. If unable to attend, admin will review and comment on, notes taken.
D. Administration will check in on team meetings	All building administration	Weekly	At least one building administrator will check in on each team meeting and be available as a resource for those teams. If unable to attend, admin will review and comment on, notes taken.
C. Administrators will solicit the feedback and input of committee members when decisions based upon the work of that committee are being made.	All building administration	As appropriate	Meeting minutes will be taken and reviewed at each committee meeting Admin will explore tools and techniques to ensure that committee members' voices are heard
D. Administrators will ensure that quality professional development in the areas of literacy and math will be provided to all staff and paraprofessionals	All building administration	On going, beginning with the September early release	Admin will ensure that RTI Teachers, Reading Specialists, and members of the curriculum team will provide training to all staff

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Objective 4:	To decrease the percentage of students below proficient on the 2020 Spring aimsWeb literacy end of year assessments and NH SAS Reading as compared to the 2019 spring scores by 5%..	School Year:	2019-2020
Building:	Golden Brook School		

Action Steps	Roles and Responsibility	Timeline Schedule	Benchmarks
A. GBS Reading Specialists will provide training to paraprofessionals	GBS Reading Specialists	Ongoing, beginning early October	Training will be provided to paraprofessionals beginning during the October early release day
D. Phonological screenings will be administered for all kindergarten and grade 1 students	GBS Reading Specialists/ Interventionists, Administration	October 15	GBS Interventionists and teachers will conduct screenings for all kindergarten and grade one students within the first three weeks of school.
C. All classroom teachers will provide targeted small group differentiated instruction to their students during the literacy block and math block, and intervention blocks.	All GBS Teachers, Reading Specialists, and Administration	Daily	GBS Administration will document evidence of this practice during walk through and observations during the literacy blocks in each grade level
E. All staff will be provided training in the area of math instruction, literacy instruction, and literacy assessment.	Curriculum team, GBS Reading Specialists, RTI Teachers	Ongoing, beginning in September	Reading and writing will be carried over in all areas, using a UBD model

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Objective 5:	To decrease the percentage of students below proficient on the 2020 Spring aimsWeb numeracy end of year assessments NH SAS Math assessment as compared to the 2019 scores by 5%.	School Year:	2019-2020
Building:	Golden Brook School		

Action Steps	Roles and Responsibility	Timeline Schedule	Benchmarks
A. All staff will be provided training in the area of math instruction	All GBS staff and Administration	January and May 2020	Professional development will be provided to staff and admin in the area of math instruction
B. GBS paraprofessionals will be provided training in the area of teaching math and literacy.	GBS RTI Teachers, Reading Specialists, Administration	Ongoing, beginning in November	RTI Teachers will complete training in math for all paraprofessionals
C. All classroom teachers will provide targeted small group differentiated instruction to their students during the literacy and math blocks and intervention blocks	All GBS Teachers, Reading Specialists and Administration	Daily	GBS Administration will document evidence of this practice during walk through and observations during the math blocks in each grade level
D. All third and fourth grade classroom teachers and interventionists will be trained in the administration and use of the NH SAS benchmark modules	Curriculum team	Ongoing, beginning early October	Curriculum team and GBS Administration will work with third and fourth grade teachers and interventionists during PLC time

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