

# NORWIN SCHOOL DISTRICT

## ANNUAL PLAN 2009-2010

### INTRODUCTION

Public schools are organizations with limited resources - personnel, time and money. Therefore, it is important that school districts establish clearly defined and agreed upon goals. These goals must be prioritized to ensure that limited resources are directed toward implementing strategies which will have the greatest positive impact toward achieving the school district's vision of an effective educational program.

The Annual Plan is drawn from the 2008-2013 Norwin School District Strategic Plan which was developed, and is monitored, by a committee of educators, citizens and students. The Strategic Plan includes a Mission Statement, Priority Goals and Action Plans. Administrative and Management Goals have been added to fulfill the initiatives that are necessary to address state mandates or ongoing District initiatives. *Administrative and Management Goals will appear in italics within this document.* Progress on each goal is noted inside brackets [ ] following the goal statement.

During the 2009-2010 School Year, the Board and Administration will utilize the Annual Plan to guide their decision making. It will communicate to the staff and community that District resources are being effectively and efficiently utilized to move the Norwin School District toward a shared vision of a quality educational program for all students.

### MISSION STATEMENT

**Through quality educational experiences, the Norwin School District prepares students to become productive and responsible citizens in an ever-changing global society.**

#### **GOAL 1: MATHEMATICS PROFICIENCY**

**Goal: By 2013-2014, 100% of students will be proficient in mathematics as measured by the annual state-wide PSSA assessments.**

#### **Action To Be Taken:**

1. Align quarterly benchmark assessments and common unit exams in K-6 to the revised mathematics curriculum. [Draft versions are complete; Ongoing]
2. Realign learning paths and pacing guides in K-6 using the new mathematics resources. [Draft versions are complete; Ongoing]
3. Revise the mathematics curriculum and develop specific pacing guides for all secondary mathematics courses. [Curriculum maps being revised with goal of placing on District website in 2009-2010]
4. Continue to refine quarterly benchmark assessments and develop common unit assessments in all secondary mathematics courses. [Ongoing]

5. Provide professional development in research-based practices to all teachers of mathematics. [Math academies provided in summer, 2009; some teachers participated in outside professional development; Ongoing]

## **GOAL 2 LITERACY PROFICIENCY**

**Goal: By 2013-2014, 100% of students will be proficient in reading, writing, speaking and listening as measured by the annual state-wide PSSA assessments.**

### **Action To Be Taken:**

1. Develop a standards-aligned writing curriculum in grades K-6. [Professional development started in 2008-2009]
2. Revise English and language arts curriculum maps for grades 7-12 and develop specific pacing guides for all English and language arts courses in grades 7-12. [Curriculum maps have been revised and will be placed on District website in 2009-2010]
3. Develop quarterly benchmarks and common unit assessments in grades K-6 reading courses and grades 7-12 English courses. [Grades 7-12 completed; Grades K-6 in progress]
4. Implement a writing workshop model in the middle school English and secondary language arts classrooms. [In progress]
5. Provide regular time in the K-6 schedule for students to independently read books of choice. [Completed]
6. Explore formalized grades 7-12 reading models to provide students with an independent reading program. [Committee to begin study in 2009-2010]
7. Train K-6 teachers to embed literacy techniques into all content area curricula. [Professional development started in 2008-2009]
8. Provide professional development to K-12 teachers and staff in reading and K-6 teachers and staff in writing. [Training in these areas is ongoing]

## **GOAL 3 GRADUATION RATE**

**Goal: Achieve a 100% graduation rate.**

### **Action To Be Taken:**

1. Develop and administer a post-graduation survey to elicit information about the high school experience. [First survey administered with the Class of 2009; Ongoing]
2. Explore attendance incentive programs and provide such a program at Norwin High School. [Committee has collected information and plans to develop a program during the 2009-2010 school year]
3. Implement a college dual enrollment program for qualifying juniors and seniors. [Currently in place and expanded to include Seton Hill University]
4. Provide all students with a comprehensive career planning experience beginning in elementary school. [A comprehensive plan is currently in draft form to be finalized in 2009-2010; Career planning software has been purchased and will be implemented with secondary students beginning in 2009-2010]
5. Utilize technology to help students learn about career opportunities. [See response to Item 4]

6. Increase the number of students pursuing higher levels of post-secondary training and education. [Initiatives to achieve this goal include dual enrollment, financial aid workshops for parents and students, exit surveys for graduates, increased assistance through District website, optional service to students through the National Clearinghouse]

#### **GOAL 4 COMMUNICATION SYSTEMS**

**Goal: Improve current communication systems to better engage the stakeholders in the school and community.**

**Action To Be Taken:**

1. Train staff to use the Skyward Student Management System. [Initiated in Fall, 2008 and will be continued in 2009-2010]
2. Update the District web site with additional information. [Improved High School Guidance and Employment Opportunities links; added Board Policies and Meeting Agendas in 2008-2009. Additional improvements planned for 2009-2010]
3. Install and use an alert communication system. [Completed in 2008-2009]
4. Provide parents and students with information regarding school counselor services. [High School guidance link to District web site has been enhanced to better inform students and parents]
5. Investigate and secure grants for school programming and services. [Ongoing]
7. Create a guidance webpage to provide information on career planning, planning for college, scholarship opportunities, financial aid, etc. [High School completed in 2008-2009; Middle School, Intermediate School and K-4 schools to be upgraded beginning in 2009-2010]
8. Move to online scheduling of classes to streamline the clerical part of the process allowing more time for counselor-student dialogue. [Completed in 2008-2009]
9. Install high-speed connection to Westmoreland Intermediate Unit 7 for access to all Pennsylvania Intermediate Units, Westmoreland County School Districts and, potentially, the Pennsylvania Department of Education. [To be operational for 2009-2010]

#### **GOAL 5 ACADEMIC PROGRAMS AND SKILL SETS**

**Goal: Provide students challenging curriculum options, programs and instruction.**

**Action To Be Taken:**

1. Increase the number of students taking Advanced Placement exams. [Currently collecting data]
2. Provide college dual enrollment in college and college in high school for juniors and seniors. [Currently have agreements with four colleges/universities]
3. Increase the number of students taking the PSAT, SAT and ACT. [Currently collecting data]
4. Increase the number of students enrolling in the SAT course offered at Norwin High School; offer the course to sophomores. [there have been 35 additional requests for this course for 2009-2010]
5. Limit prerequisites in advanced courses. [Five courses addressed in 2008-2009; Ongoing]
6. Develop e-Academy courses to limit scheduling conflicts for students desiring to schedule advanced courses. [First courses offered summer, 2009; additional courses to be added]

- beginning with the 2009-2010 school year]*
7. Encourage students to apply to the top tier colleges and universities. *[Ongoing]*
  8. Align 21<sup>st</sup> century skills to the Norwin School District graduation project. *[Revised graduation project requirements approved by Board of Education in spring, 2009]*
  9. Provide professional development in best practices in science and social studies to all K-12 teachers. *[Ongoing]*
  10. Train teachers to integrate new forms of technology into their classrooms. *[Ongoing]*
  11. Rewrite the K-12 Technology Curriculum to meet current expectations. *[Targeted for completion in 2009-2010]*

## **GOAL 6 PRODUCTIVE LEARNING ENVIRONMENT AND CULTURE**

**Goal: Create a learning environment and culture that emphasizes the importance of continuous education for all stakeholders while striving for strong relationships and support systems for all members of the school culture.**

### **Action To Be Taken:**

1. Provide all newly hired teachers with a three-year induction program. *[Started with the 2008-2009 newly hired teachers]*
2. Provide professional staff with differentiated professional development opportunities. *[District continues to offer Academy classes in these strategies; needs assessment for teachers administered in 2008-2009 to drive development of future programming]*
3. Provide professional development to the administrative staff. *[Administers participate in monthly professional development]*
4. Provide a mentoring program for administrators who are new to the District. *[In development]*
5. Provide professional staff with ongoing training in District professional development initiatives, school safety, technology use/evaluation and school law. *[Ongoing]*
6. Continue to build partnerships with local preschools and families. *[Partially funded by a grant from United Way, District has developed reach out initiatives for preschool children]*
7. Use Response to Intervention (RTI), at the K-2 grade levels, to identify, and plan interventions for, students who struggle academically and behaviorally. *[Currently in place]*
8. Provide students with additional learning opportunities. *[Additional learning assistance programs have been implemented after school hours and during the summer; e-Academy is was made available as a course recovery option during the summer of 2009; Beginning in the fall semester of 2009-2010, e-Academy courses will be available to students for advancement; ]*
9. Use technology to assist students in meeting or exceeding PA Standards in all core subjects. *[Academy of Reading and Mathematics has been added as an additional technology option. Additional technology solutions will be examined during the 2009-2010 school year]*
10. Integrate students with learning disabilities and English Language Learners into the regular education setting and regularly monitor their progress. *[Efforts continue to maximize the integration of students into regular education classes]*
11. Train administrators and teachers to collect, organize and analyze data. *[Ongoing]*
12. Implement the new Observation/Evaluation Model for K-12 professional staff. *[Effective with the 2008-2009 school year]*

## **GOAL 7: BUILDINGS AND FACILITIES**

**Goal: Develop and implement a plan for construction and renovations to existing structures in the District including appropriate technology updates.**

### **Action To Be Taken:**

1. Employ an architectural firm for the renovation of the Administration Building. *[Completed]*
2. Finalize the construction of Stewartsville Elementary School. *[Construction completed on schedule]*
3. Develop options for the future of Hartford Heights and Scull Elementary Schools. *[Both school under agreement of sale; closing for both schools projected for summer, 2009]*
4. Develop green initiatives to reduce amount of waste going to landfills and electric usage in all buildings *[Initiatives to be developed and implemented in 2009-2010]*
5. The Supervisor of Buildings and Grounds and the Supervisor of Custodial Services and Security will prepare a written document outlining the preventative measures and time tables, organized by District, building and mechanical function. *[Completed]*

## **GOAL 8 SCHOOL SAFETY**

**Goal: Develop and implement appropriate plans, procedures and guidelines to ensure efficient and safe operations throughout the Norwin School District.**

### **Action To Be Taken:**

1. Conduct an annual review of the District's emergency plan and provide annual training for all employees. *[Plan reviewed in summer 2009; training scheduled for October, 2009]*

## **SPECIFIC ADMINISTRATIVE AND MANAGEMENT GOALS**

In addition, each member of the Administrative Team is required to create a professional growth goal, a District-related goal and a building specific goal. All goals are to be written to align with the Annual Plan and contribute to the achievement of the District vision of effective educational programs for all students of Norwin School District.

The 2009-2010 Annual Plan was reviewed and endorsed by the Norwin Board of School Directors on July 27, 2009.