

Forest Hills Consolidated School

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Special Progress Report

**Standard on Assessment of Student Learning
And Response to Highlighted Recommendations
To the
New England Association of Schools and Colleges
Commission on Public Secondary Schools**

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By

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Principal/Assistant Superintendent

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The mission of Forest Hills Consolidated School, in partnership with staff, students, family and community, is to educate, empower and challenge students to realize their full potential, as individuals and as citizens of the world, and to develop a life-long thirst for knowledge.

Special Progress Report

Forest Hills Consolidated School

1

Commission Recommendation

Develop and submit school-wide **rubrics** for the **academic expectations** in the mission.

Completed

- ✓ We contracted with a former high school English teacher from our school as a curriculum coordinator along with a period for the high school social studies teacher (follow-up committee chair) to develop these expectations. They first aligned the mission expectation with Maine’s Parameters for Essential Instruction as well as NWEA’s DesCartes Continuum of Learning (we use their assessments for annual and biannual growth measurements). We also referenced the work of the ReInventing School Coalition (RISC) in addition to Robert Marzano’s teachings. The teachers worked with the principal and grade level teachers in the development of the rubrics. **All benchmarks and rubrics have been developed for all academic expectations K-12!**

In Progress

- Teachers will begin “test driving” the rubrics in all classes
- We are using the software application *Curriculum Connector* (formerly Techpaths) which makes it easier for our K-12 educators to develop and share a comprehensive, standards-based curriculum including units, essential questions, objectives, activities, differentiation, lessons, resource materials and assessments including the eventual alignment with our newly written rubrics.
- Follow-up Curriculum committee charged with overseeing recommendations.

Planned for the Future

- More professional development on standards-based instruction and assessment.

No Action

Work hard ...

2

Commission Recommendation

Develop a **process** based on the use of school-wide rubrics **to assess school-wide and individual student's progress in achieving the academic expectations** in the mission.

Completed

- ✓ Out of a teaching staff of 23, we have had twelve educational community members attend the RISC (ReInventing Schools Coalition) training which included the superintendent, principal, special education director, teachers, parents, students, school board member and community member.
- ✓ The superintendent, principal, follow-up committee chair and curriculum coordinator attended the NEASC CPSS & Teaching and Learning Solutions Assessment two-day Conference in November 2009.

In Progress

- Application in process to become one of four cohorts in Maine to support adopting a RISC standards-based school wide model of instruction.
- Follow-up Assessment committee charged with overseeing recommendations.

Planned for the Future

- Professional development days devoted to shared decision making for process of assessment of school wide and individual progress of academic expectations.
- Post on website the newly developed benchmarks and rubrics for each of our academic and social expectations.

No Action

Be nice.

3

Commission Recommendation

Design and implement a system for **assessing the level of achievement of the school’s civic and social expectations** for student learning.

Completed

- ✓ Using the same process as stated in recommendation 1, **we have developed benchmarks and rubrics for all social and civic expectation for grades K through 12!**

In Progress

- Teachers will begin “test driving” the rubrics in all classes
- Follow-up Assessment committee charged with overseeing recommendations.

Planned for the Future

- Grades K through 8 teachers and each high school teacher will report the level of achievement of each rubric at least quarterly along with the academic achievement reports for each student.
- Include social and civic expectations in the elementary, middle, high school and staff handbooks.

No Action

4

Commission Recommendation

Prior to each unit of study ensure that teachers consistently clarify to students the applicable school-wide academic expectations and unit-specific learning goals that will be assessed.

Completed

- ✓ All teachers are aligning all units with Maine’s Parameter for Essential Instruction as well as our school wide academic,

Dream Big.

social and civic expectations in the Curriculum Connector software which will allow for clearer alignment K-12 in terms of assessing the degree in which all standards are being used and reporting of such in written units of study given to students and families.

In Progress

- Teachers are reviewing and revising the assignment of expectations for student learning.
- Follow-up Assessment committee charged with overseeing recommendations.

Planned for the Future

- High School Course Registration book will be updated with this information.

No Action

5

Commission Recommendation

Develop a **process for communicating individual student progress in terms of the achievement of the school-wide academic expectations to students and their families.**

Completed



In Progress

- Studying RISC data and reporting software to supplement and/or replace our current report cards.
- Follow-up Assessment committee charged with overseeing recommendations.

Planned for the Future

- It is hoped that we will have a 24/7 real-time transparent formative and summative reporting system for the reporting of student level of progress in all academic, social and civic expectations. This could take five years to fully and thoroughly develop. In the meantime, we will attempt to combine our current system of reporting with our newer

*Building for
Tomorrow.*

standards-based approach.

No Action

6

Commission Recommendation

Develop a **process to ensure that the mission and expectations guide the procedures, policies, and decision-making in the school.**

Completed

- ✓ All professional development plans developed by professional development committee and principal are based upon the recommendations in our most recent self-study.
- ✓ All budgetary development decisions are based upon the self-study recommendations as well as the commendations.
- ✓ The mission academic, social and civic expectations have been written and broken down in to our mission standards and entered into our Curriculum Connector software to align with units of study.
- ✓ School board and administration are in partnership in supporting the commendations and recommendations in all decision-making regarding related board policies and budget development.

In Progress

- Continued exposure to students, community and school board of the mission and expectations.
- Follow-up Mission committee charged with overseeing recommendations.
- Semi-annual follow-up committees meet to review and update current status of each commendation and recommendation from most recent self-study.

Planned for the Future

- As we “test drive” our mission academic, social and civic benchmarks and rubrics we will redefine and refine, as needed.

No Action

*It's All About
Respect...*

*Respect
yourself,*

7

Commission Recommendation

Ensure that **all teachers identify the specific academic expectations in the missions for which they will have assumed responsibility.**

Completed

- ✓ Draft of chart, Assignment of Expectations for Student Learning, completed and reviewed with staff.

In Progress

- Follow-up Curriculum committee charged with overseeing recommendations.

Planned for the Future

- Broaden the number of teachers who will assume responsibility of each academic, social and civic expectations allowing for more pathways for meeting proficiencies.
- Include in high school course registration booklet classes which include academic mission expectations.

No Action

8

Commission Recommendation

Develop an **emergency response protocol for health services** to ensure the optimal response in emergency situations.

Completed

- ✓ Received a federal grant to update our school safety plan in partnership with school and all community and state agencies.
- ✓ Acquired data base of all employee certifications related to our safety plan.
- ✓ Developed priority of needs.

*Respect
others,*

- ✓ Ten staff members have current CPR and First Aid training.
- ✓ Members of staff are being trained and are part of the Community Emergency Response Team.
- ✓ Members of staff are being trained and are part of the Red Cross Shelter Management team.
- ✓ Fully institutionalized process of written reporting of all accidents to school secretary who is also trained in CPR/First Aid (she is one of the local CPR/first aid trainers).

In Progress

- Safety table talk meetings planned
- Follow-up School Resources committee charged with overseeing recommendations.

Planned for the Future

- All staff trained in CPR, First Aid, AED, blood borne pathogens, diabetic special needs and OSHA safety planning.

No Action

9

Commission Recommendation

Develop and implement formal processes for the **regular evaluation of the delivery of all student support services (library/media, guidance, health/nursing, special education).**

Completed

- ✓ Personnel in each student support service have annual evaluations based upon expected program expectations.
- ✓ State review of special education services performed every five years by state and annual review by district.

In Progress

- Follow-up committee chair given a period for a semester to research all current forms of evaluation, coordinate with appropriate staff for planned changes or additions to evaluations, and make recommendations with specific procedures (forms, surveys, etc.) for all future evaluations of all student support services as listed in recommendation as well as afterschool and summer Live2Learn program.

Respect your school.

- Follow-up School Resources committee charged with overseeing recommendations.

Planned for the Future

- Integrate and explicitly tie all student support services directly to school wide social and civic expectations.

No Action

10

Commission Recommendation

Conduct a **facilities needs assessment focused on the space needs for performing arts and health services.**

Completed

- ✓ All weight room equipment has been removed from the stage.
- ✓ New paint for stage.
- ✓ New curtains for stage.
- ✓ Music teacher has been assigned to a shared classroom.
- ✓ Nurse has been given a room to work and to house all medical equipment and supplies.
- ✓ Facilities needs assessment and three-year plan for implementation has been developed including new air handler.
- ✓ We utilize state VFA software which includes requirements and school wide schedule of replacements and repairs based upon engineering firm's analysis.

In Progress

- Follow-up School Resources committee charged with overseeing recommendations.

Planned for the Future

- Add to budget new stage lights.
- Add classroom space for non-shared music room.

No Action