

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

<b>Objective 1:</b>	Increase the visibility of building administrators	<b>School Year:</b>	2019-2020	
<b>Building:</b>	Golden Brook			
<b>Action Steps</b>		<b>Roles and Responsibility</b>	<b>Timeline Schedule</b>	<b>Benchmarks</b>
<b>A.</b> 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>B.</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
<b>C.</b> 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
<b>D.</b> 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.
<b>E.</b>				

Evidence:

- Logs, Calendars    
  Agendas    
  Meeting Minutes    
  Programs

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<b>Objective 2</b>	Improving Communication	<b>School Year:</b>	2019-2020
<b>Building:</b>	Golden Brook		

<b>Action Steps</b>	<b>Roles and Responsibility</b>	<b>Timeline Schedule</b>	<b>Benchmarks</b>
<b>A.</b> 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>B.</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
<b>C.</b> 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
<b>D.</b> 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.
<b>E.</b>			

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<b>Objective 3:</b>	Increase Active Participation and Improve Collaboration	<b>School Year:</b>	2019-2020	
<b>Building:</b>	Golden Brook School			
<b>Action Steps</b>		<b>Roles and Responsibility</b>	<b>Timeline Schedule</b>	<b>Benchmarks</b>
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
E.				

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<b>Objective 4:</b>	To decrease the number of students below proficient in the area of literacy.	<b>School Year:</b>	2019-2020	
<b>Building:</b>	Golden Brook School			
<b>Action Steps</b>		<b>Roles and Responsibility</b>	<b>Timeline Schedule</b>	<b>Benchmarks</b>
<b>A.</b> 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
<b>D.</b> Phonological screenings will be administered for all kindergarten and grade 1 students		GBS Reading Specialists/ Administration	Early September	GBS Interventionists will conduct screenings for all kindergarten and grade one students within the first two weeks of school
<b>C.</b> All classroom teachers will provide targeted small group differentiated instruction to their students during the literacy 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
<b>D.</b> 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
<b>E.</b> Classroom teachers and interventionists will be provided with ongoing training in the implementation of readers and writers workshop		Curriculum team, GBS Reading Specialists	Ongoing, beginning in September	Reading and writing will be carried over in all areas, using a UBD model
<b>F.</b> All Grade level PLC will choose an assessment to show a decrease in the number of students below proficient.		All GBS Teachers	September	GBS PLC will choose a district approved assessment as their measure for pre and post outcomes.

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<b>Objective 5:</b>	To decrease the number of students below proficient in the area of math	<b>School Year:</b>	2019-2020	
<b>Building:</b>	Golden Brook School			
<b>Action Steps</b>		<b>Roles and Responsibility</b>	<b>Timeline Schedule</b>	<b>Benchmarks</b>
<b>A.</b> 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>B.</b> GBS paraprofessionals will be provided training in the area of teaching math		GBS RTI Teachers, Administration	Ongoing, beginning in November	RTI Teachers will complete training in math for all paraprofessionals
<b>C.</b> All classroom teachers will provide targeted small group differentiated instruction to their students during the math blocks		All GBS Teachers, and Administration	Daily	GBS Administration will document evidence of this practice during walk through and observations during the math blocks in each grade level
<b>D.</b> 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
<b>E.</b> All Grade level PLC will choose an assessment to show a decrease in the number of students below proficient.		All GBS Teachers	September	GBS PLC will choose a district approved assessment as their measure for pre and post outcomes.

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