

SONOMA ELEMENTARY 2018-2021 LCPS Strategic Plan

District Priorities 2018-2021 Goal 1: Student Success	2018-2021 Aligned Actions and Measurements (Current School Year Plan and Evaluation of previous year's plan due September 1)					
						Focus Priority Status:
	Key Actions: (List as many actions as needed in each box.)	Measured by:	Owner(s):	Resources Needed:	Results of Key Actions from last year's plan: (Due September 1)	IP = In Progress FO = Fully Operational
Focus Priorities						
1. Implement 90-Day PED plans	1. Develop 90-Day plan based on school-wide ELA and Math data. 2. Share 90-Day plan with school staff.	Completed 90-Day plan on Sharepoint/Canvas and DASH platform	Galaz, Principal	90 Day Plan template, DASH Reporting System		IP
2. Increase online instructional resources for teachers	1. Post all instructional guides (ELA, Math and Science) for teachers on Sharepoint/Canvas. 2. Provide professional development for teachers to access and use for backwards planning and lesson planning during PLC's.	1. Instructional guides posted, printed for teachers, and all teachers trained. 2. Completed Grade level Backwards Planning documents and lesson plans, monitored 2X a month in PLC's.	Montoya, Instructional Specialist, LCPS content specialists	ELA, Math & Science Instructional Guides, lesson plan template with required components in Planbook.		IP

<p>3. Support language acquisition and academic outcomes for English Learners (EL)</p>	<p>1. Provide SIOP training for all staff, complete SIOP course in Canvas and monitor implementation of SIOP components.</p> <p>2. Ensure SIOP strategies/components are on all lesson plans and used during teacher instruction.</p> <p>3. Provide professional development to bilingual teachers to implement standards-based, high level instruction in Spanish in our dual language classes K-4.</p>	<p>1. Completed CWT's & Feedback conferences (documents). PD agendas, powerpoints & PD materials, & completed exit tickets by staff.</p> <p>2. Lesson plan reviews in PLC's.</p> <p>3. Completed CWT's & Feedback conferences (documents). PD agendas, powerpoints, PD materials & completed exit tickets by staff</p>	<p>School SIOP Leadership Team, Galaz, Principal; Torres, AP</p>	<p>SIOP training materials/resources (SIOP books), SIOP Course in Canvas, CWT & Feedback Forms, SIOP lesson plans in Planbook</p>		<p>IP</p>
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<p>4.. Strengthen gifted services to include targeted instruction, increased identification, and content integration</p>	<p>1. AES Facilitator will go into 3rd grade classrooms 1 day a week and co-teach with the classroom teachers. They will teach lessons to strengthening critical thinking and problem solving skills in all students.</p> <p>2. AES Facilitator and classroom teachers, along with parents, will identify students through the SAT process that are good candidates for testing for Advanced Education Services (AES).</p> <p>3. Teacher lesson plans will include Intervention/Enrichment blocks of time where teachers differentiate instruction to meet student needs.</p> <p>4. Pull out services/Honors Math classes will be provided for students who qualify for AES services and for students who are demonstrating high academics, strong critical thinking skills, creativity who may not have qualified (staff and parent approval).</p>	<p>Collaboration and lesson planning between administrators, teachers and AES Facilitator. Teaching Gifted students (resource), lesson plans (Planbook)</p>	<p>AES Facilitator, 3rd grade teachers, LCPS district AES Coordinator, Admin, students & parents</p>	<p>Materials, AES Resources, Assessment data & lesson plans (Planbook)</p>		<p>IP</p>
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<p>5. Improve student behavior through systemic initiatives</p>	<p>1. Create a culture of trust (school wide & classrooms) and establish a genuine classroom community through the use of Restorative Practices. 2. Develop Respect Agreements in all classrooms K-5. 3. Implement Mood Meters to determine students' mood and attitude and use at least twice a day (AM and after lunch.) 4. Implement Restorative/Community building Circles to address Social Emotional Learning (SEL) for all students. 5. Revise Restorative Justice Behavior forms to include positive behavior supports, community service opportunities, character building projects, appropriate consequences (shift from punitive to restorative). 6. Create and share Restorative Justice/Practices Brochure for all stakeholders.</p>	<p>CWT's, Evidence of 4 quadrants Respect Agreements, Mood Meters, Circle Up Expectations displayed, Lesson plans (Plan book), artifacts, pictures/images, video recordings, student, staff and parent surveys, Restorative Justice Behavior Forms, Restorative Justice Brochure.</p>	<p>Admin, All Teachers, Instructional Specialist, LCPS district support, Consultant (Kelvin Oliver)</p>	<p>Restorative Practices powerpoints, resources, videos, images, district guides and manuals, website (K. Oliver), conference opportunity for PD, charts, lesson plans (Planbook), surveys, RP forms, brochure</p>		<p>IP</p>
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<p>6. Establish common expectations for Professional Learning Communities (PLC's) in all schools</p>	<p>1. Create Sonoma Master Schedule will have 90 - Minute PLCs (Data/Collaborative Team Meetings) built into the schedule (Monday's- Wednesdays, and Friday's) for all grade level (K-5) teams, specials team and special education team.</p> <p>2. PLCs/Collaborative team meetings will focus on student achievement (growth) data from classroom work samples, previous year's PARCC scores, CFAs, classroom quizzes, Istations K-5, writing samples, and full implementation of our DASH 90-Day Plan goals. Teachers will analyze student writing samples from ELA, math, science, and/or social studies at data meetings at least two times a month. Teachers will score samples together to calibrate their scoring.</p> <p>2. Create 60 min team planning blocks (once a week) for teachers to collaborate and plan authentic and engaging</p>	<p>Master Schedule, Collaborative Team Planning Templates w/notes, data sheets, lesson plans (Planbook), Formal/informal assessments, 90 day plans, Teacher Action Plans (TAPS).</p>	<p>Admin, All Teachers, Instructional Specialist, LCPS District Content Specialists</p>	<p>Master schedule, Calendar of PLC's, Agendas, PLC templates with notes, data forms, Assessments, Student work and student artifacts, AIP's</p>		<p>IP</p>
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7. Prepare all students for college and career readiness	<p>1. Develop and create connections to college and career readiness during daily lessons (Lessons on community helpers, careers; local, state and regional colleges; STEM curriculum, ELA, Math, Reading, Science, Social Studies). Annual Events: Science Fair, Literacy and Numeracy Nights, Technology Showcase, STEM Nights, etc. Clubs: Sonoma Student Council, STEM Lego Robotics, VEX Robotics, 3D Printing After school program, Girls IT Afterschool program, Razzle Dazzle Cheer Team, Battle of the Books Club, etc.</p> <p>2. Create field trip opportunity for 5th Grade students to New Mexico State University to participate in "A Day in the Life of a college student (NMSU Aggie).</p> <p>3. Create lessons for 5th Grade students to choose a college of interest/choice, research, create and present College projects.</p>	Agendas, Sign in sheets, Lesson plans, Research projects/posters, photos, video recordings, student artifacts	School Counselor, School Social Worker, All teachers K-5, Admin, NMSU partnership, PTO, Other Community School Partners, parents and students.	Ipad's to research, NMSU field trip schedule, resources, materials related to clubs and events		IP
8. Expand Virtual Academy to support traditional and non-traditional students	N/A					N/A

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2018-2021 Aligned Actions and Measurements						
District Priorities 2018-2021 Goal 2: Budgets & Facilities Management	Key Actions: (List as many actions ad needed in each box.)	Measured by:	Owner(s):	Resources Needed:	Results of Key Actions from last year's plan: (Due September 1)	Focus Priority Status: IP = In Progress FO = Fully Operational
Focus Priorities						
1. Improve state data reporting in all areas	1. Conduct a comprehensive review of master schedules and EL and Sped records to ensure proper course coding.	Reports, records, Synergy data	Administrators, secretaries, LCPS	Records, schedules.		IP
2. Determine facility needs to maximize student safety and engagement	Meet with Lead Custodian 1-2 times a week to discuss facility needs (1 day a week with custodian team (Lead and night custodians) to walk building to discuss building/facility needs. 2. Meet with Safety and Security 1 time a week to discuss building safety and security. 3. Meet 1-2 times a month with School safety team to discuss drills,	Sign in sheets, agendas, notes	Admin, Custodians, Staff, students, parents, LCPS,	Map of school, surveys, Building Walk Throughs		IP

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District Priorities 2018-2021 Goal 3: Communication, Trust, and Human Relations	2018-2021 Aligned Actions and Measurements					Focus Priority Status:
Focus Priorities	Key Actions: (List as many actions as needed in each box.)	Measured by:	Owner(s):	Resources Needed:	Results of Key Actions from last year's plan: (Due September 1)	IP = In Progress FO = Fully Operational

<p>1. Increase communication and engagement with stakeholders</p>	<p>1. Attendance: Contact parents (by teachers) after 3 unexcused absences to check up on student and document that contact. A Student Attendance Intervention Plan (SAIP) will be developed for students after 5 unexcused absences. Letters will be sent home after 3, 5 and 7 unexcused absences. Teachers will enter tardies and absences daily in Synergy by 8:30 a.m. and by 12:30 p.m. AP, Counselor and Social Worker will conduct home visits, encourage and increase student attendance. Parents will be communicated with about the importance of attendance at PTO meetings, newsletters, on marquee, etc. 2. Administrators will send out an Item Sheet monthly to all staff with relevant information, ideas and best practices, DASH 90-Day Plan priorities, best practices, school news, policies, school-wide achievement data, staff meetings, celebrations, observations, general reminders, and special announcements, and other</p>	<p>Attendance logs, newsletters, flyers, notes, letters sent home kept</p>	<p>Administrators, Teachers, students, parents, LCPS</p>	<p>Attendance logs, paper, computer</p>		<p>IP</p>
<p>2. Implement review cycle for board policies, and communicate policy revisions with stakeholders</p>	<p>Inform staff, parents and all stakeholders on how to access policies on the LCPS website and review new policies/Sonoma procedures with all staff.</p>	<p>Staff meeting agendas, Monthly Item Sheet, parent newsletters, SAC/DAC notes, PTO</p>	<p>Administrators, teachers, parents, LCPS</p>	<p>Paper, policy, electronic communication</p>		<p>IP</p>

3. Expand International Welcome Center (IWC) to support newcomers and families	Provide information (flyers, pamphlets) to Sonoma families on International Welcome Center to support newcomers and their families.	Memos, Marquee announcements, School FB page, School website page, Remind	Administrators, Teachers, students, parents, LCPS	Paper, electronic communication		IP
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2018-2021 Aligned Actions and Measurements						
District Priorities 2018-2021 Goal 4: Quality in Human Resources	Key Actions: (List as many actions as needed in each box.)	Measured by:	Owner(s):	Resources Needed:	Results of Key Actions from last year's plan: (Due September 1)	Focus Priority Status: IP = In Progress FO = Fully Operational
Focus Priorities						
1. Hire highly-effective teachers who meet identified district needs	Interview and hire highly qualified teachers from a list of qualified candidates. An interview committee will be selected that represents representation of	NMTEACH Summative Reports, Applitrack	Administrators, teachers, staff, LCPS	Applitrack, iVisions, LCPS HR support		IP
2. Increase efficiency of turnaround time in the hiring process	Post vacancy immediately as soon as position becomes vacant. Interview and check references as soon as possible, after interviews conducted.	Hiring dates (date from interview to hire) monitored.	Administrators, LCPS	Applitrack, LCPS HR support		IP
3. Strengthen new teacher orientation process to support first-day readiness	Support new teacher orientation process by sending reminders to new employees about required meetings.	Emails, face to face conversations, schedule posted, Monthly item	Administrators, teachers, secretaries, LCPS	Mentors for new teachers, materials, resources		FO
4. Increase leadership capacity	Provide presentations and PD opportunities (Toolbox Tuesday's) by staff at staff meetings on topics/areas they scored Effective or Highly Effective in on NMTEACH	Summative Reports, National Board Certification information/prof	Administrators, teachers/staff, secretaries, LCPS	Schedule of ILT Meetings, Staff Meetings, and		IP
5. Provide support for alternative licensure teachers	Meet with teachers on alternative licensure teachers weekly to provide support with behavior management, core content, resources, materials, etc.	Schedule of meetings.	Administrators, teachers, secretaries, LCPS	Materials, CCSS Reference, Resources for Instruction		FO
6. Increase substitute teacher pool	Advertise on marquee and FB pages and recruit substitutes who can sub at our school. Create a school-based list of consistent subs for teacher absences.	Contact list of substitutes. Sub. jobs filled.	Administrators, teachers, secretaries, LCPS	List of qualified substitutes from LCPS.		FO