

## **CONCORD PUBLIC SCHOOLS**

CONCORD-CARLISLE REGIONAL SCHOOL DISTRICT

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120 MERIAM ROAD CONCORD, MA 01742 PHONE: 978.318.1500 FAX:  
978.318.1537 [www.concordps.org](http://www.concordps.org)

June 28, 2016

TO: Joint School Committee  
FROM: Diana F. Rigby, Superintendent  
RE: FY16 CCRSD Goals Progress Report

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### **A. PROFESSIONAL PRACTICE GOAL**

**GOAL: By June 2016, administration will provide multiple opportunities for teacher voice, leadership, and collaboration in addressing teacher concerns and making critical school/district decisions, and will initiate a strategic planning process for progressive and innovative program improvements.**

#### **Key Actions and Progress:**

- 1. Promote a professional culture of collaboration and continuous learning by increasing opportunities for teacher voice in faculty meetings, department meetings, CCHS Technology Committee, Homework Committee, Time and Learning Committee, Department Chairs Group, Joint Supervision and Evaluation Committee, School Advisory Council, K12 Science Committee, K12 STEM Committee, K12 Professional Learning Council, K12 Technology Committee, K12 Mental Health Committee, Building Committee and K12 Calendar Committee.**
  - Collected faculty feedback during monthly faculty meetings on school improvements in faculty meeting planning and agendas, developing school wide professional development, and researching best practices for homework.
  - Teachers regularly presented and shared new curriculum units and projects at faculty meetings.
  - CCHS Homework committee researched, discussed, and recommended improved school wide practices for homework.
  - Departments met regularly to analyze student achievement and adjust practices to improve student learning. Courses were improved to include interdisciplinary projects and project-based assessments. New courses were added: Algebrige to support students enrolling in high level math classes, AP Physics, and AP Environmental Science.

- Department Chairs met weekly to monitor student progress, discuss program improvements, and plan professional development in differentiated homework practices and Google Classroom.
- NEASC Self- Study was led by teacher leaders.
- Teachers in the Rivers and Revolutions program presented at the NEASC Model Schools Conference in Fall 2015.
- Joint Supervision and Evaluation Committee met to review and discuss the implementation of DDMs and contract language.
- Teachers participated on the School Advisory Council to review the school improvement actions and progress.
- CCHS faculty and staff participated in the hiring process of their new principal.
- The K12 Science Committee met monthly to review the Next Generation Science Standards and discuss curriculum changes within a three-year plan.
- The K12 STEM Committee worked with Dr. Mia Dubosarsky, WPI to develop and implement a strategic plan for STEM/STEAM education K12.
- The K12 Professional Council met monthly to develop a teacher professional learning academy, Concord Fellows Program" to provide 50 hours of professional learning over two years for newly hired teachers as well as mentoring opportunities for skillful veteran CPS and CCRSD teachers to share their expertise.
- K12 Mental Health and CCHS Wellness Committee met regularly to discuss and plan activities to reduce student stress through mindfulness workshops, Health week, teen dating violence prevention, peer mentoring, and initiated a grant for "Challenge Success".
- K12 Technology Committee and CCHS Technology Committee met regularly to discuss the transition to Google platform, new website, Google Classroom, new CCHS domain name, new Digital Literacy Administrator position, and professional learning for teachers.
- K12 Calendar Committee met to discuss 2016-17 calendar and make recommendations to the School Committee.
- CCHS Building Committee met monthly to discuss project completion and the Dedication Ceremony in December 2015.

**2. Meet regularly with the administrative team to reflect on and improve leadership practices to promote professional collaboration and student success.**

- The administrative team met 2x month to discuss student progress, improved curriculum and instructional practices, differentiated instruction, formative/summative assessments, project-based learning, student mental health issues, high needs students, staffing, program improvement efforts, integrated technology, innovative practices, and supervision and evaluation.

- The administrative team worked with a consultant to improve teacher feedback and evaluation practices.
- The administrative team participated in job-embedded professional learning and conferences to improve leadership practices.

**3. Meet monthly with the CCTA leadership to engage in collaborative problem solving and building consensus regarding critical school/district decisions.**

- During the monthly CCTA/Admin. meetings the following items were discussed: IT transition from First Class to Google platform, NEASC, Calendar Committee, copy machines, security, access to the building, DESE survey, strategic planning, domain name change, SC site visit, compensation for Concord Fellows.
- The administration and CCTA continue to meet regularly to monitor the progress of the implementation of the new educator evaluation system. The department chairs and teachers provide feedback and the joint evaluation committee discusses the feedback and collaboratively makes adjustments in real time.

**4. Initiate a strategic planning process with all stakeholders to build consensus for progressive and innovative program improvements.**

- Worked with School Committee to develop a RFP for a strategic planning consultant and distributed the RFP.
- Received four responses to RFP, however it is recommended that we replace the strategic planning process with the hiring process of a new principal based on the recent announcement of the CCHS principal's departure in June 2016.
- Facilitated an inclusive hiring process for the new CCHS principal.

**5. Continue to improve communication and outreach using a variety of tools including social and print media, updated school/district webpages, newsletters, and formal/informal meetings.**

- Implemented a new district and CCHS website with current news and calendar.
- Conducted Principal and SC coffees during the year to share information and solicit community input.
- Met with PA President on a monthly basis.
- Met regularly with committees, concerned parents, and interested citizens to discuss educational issues and resolve concerns.
- Visited CCHS classrooms on a monthly basis.

- Attended weekly CCHS events to support students/teachers and interact with parents and community members.
- Published and posted monthly Superintendent reports and updates.
- Published regular School and Building Committee updates in Concord Journal and Mosquito and on the website.
- Published and distributed CCHS Budget Book and 2016 Performance Report.
- Responded to community input on “Your Voice Matters”.
- Daily tweets to more than 600 Twitter followers.

## **B. STUDENT LEARNING GOAL**

**GOAL: Increase achievement for all students and narrow the achievement gaps for identified student groups.**

### **Key Actions and Progress:**

- 1. Implement common assessments to analyze student work for instructional adjustments and/or targeted intervention.**
  - Principal reports 90% CCHS students are on track for earning 2.5 GPA or higher, and 100% of the graduating class will achieve Competency Determination.
  - Teachers and Department Chairs monitored student progress by analyzing assessment data and the “D & F” list to adjust instructional practices.
  - Teachers discussed differentiated instructional strategies during PD day to increase student learning.
  - Teachers developed more project-based assessments.
- 2. Improved support in the resource centers by staffing with content teachers, assigning students, and providing targeted instruction.**
- 3. Provided summer math program, “Algebridge” to support incoming freshmen.**
- 4. Aligned English and Math courses with Common Core State Standards by adding new writing pieces for non-fiction in English and increasing rigor in CP II and Algebra I.**
- 5. Evaluated the Science curriculum with the Next Generation Science Standards and made recommendations for a three-year implementation plan for alignment.**
- 6. Added new courses for 2017: AP Physics, AP Environmental Science.**

## **C. DISTRICT IMPROVEMENT GOALS**

**GOAL: Provide students with a rigorous, coherent, and aligned curriculum that includes a variety of authentic learning experiences, high student engagement, innovation, interdisciplinary units, differentiation, and increased use of digital tools.**

### **Key Actions and Progress:**

#### **1. Implement 1:1 laptop learning environment.**

- Teachers integrated Google Docs and Google Applications for Education to increase opportunities for student collaboration and formative assessments.
- CCHS students used a variety of Google Apps and software to access online course work, email, contribute to online forum discussions, and work in Google Classroom.

#### **2. Create opportunities for interdisciplinary units, differentiated instruction, and project-based learning.**

- More than 50 students participated in the #7 cohort of Rivers and Revolutions interdisciplinary program.
- Students participated in the new BioStatistics, Digital Filmmaking, and AP Capstone Research courses.
- In the English Department, the Justice project challenged students to research, collaborate, and discuss world/community issues.
- Homework Committee reviewed and discussed differentiated homework practices.

#### **3. Engaged in action-research on best practices for homework.**

#### **4. Teachers identified areas for professional growth and participated in professional learning opportunities through RETELL course, EDCO, and Teachers as Scholars.**

**GOAL: Foster a respectful and inclusive school culture that promotes growth and well-being for all.**

### **Key Actions and Progress:**

#### **1. Student leaders and educators create a diversity program for school-wide implementation.**

- Student leaders were trained in the ADL "World of Difference program to implement in Sophomore Advisory.
- Student Senate planned a diversity week with activities and curriculum.

2. Increased student participation in Advisory, Homework Committee, School Advisory Council, School Committee, Student Senate, and Wellness Committee.
3. Studied Homework practices for school-wide improvements.
4. Wellness Committee implemented Health Week to include mindfulness, wellness programs, and stress reduction.
5. The 2016 YRBS will be administered during March 2016.

**GOAL: Effectively implement the new Educator Evaluation system with a focus on continuous improvement in teaching and learning.**

**Key Actions and Progress:**

1. Teachers collected student growth data for DDMs.
2. CCTA Joint Supervision/Evaluation Committee met regularly to review five steps and made recommendations for revision.
3. District Administration participated in professional learning to improve teacher feedback during the evaluation process.
  - One teacher has been rated "Needs Improvement " and will receive specific supports and professional development to improve in targeted areas to "Proficient".

**GOAL: Develop FY17 budget to support educational excellence and enrollment growth while maintaining fiscal sustainability.**

**Key Actions and Progress:**

1. Worked with School Administration, School Committee, and both Concord and Carlisle Finance Committees to develop FY2017 operating budget for \$26,608,381, or 3.12% higher than this year's operating budget.
2. FY17 Budget was adopted by SC in December and met both Concord and Carlisle Fin Com guidelines.
3. The FY17 Budget Book was published and the adopted budget was presented at the Public Hearing in February.
4. Both Concord and Carlisle Town Meetings approved the FY17 CCRSD operating budget for \$26,608,381.

**GOAL: Manage CCHS building project to completion in December 2015.**

**Key Actions and Progress:**

- 1. Met weekly with Project Team and monthly with Building Committee to manage the project scope, budget, and timeline.**
- 2. The Dedication Ceremony was held December 2015 to celebrate the completion of the building project.**

**GOAL: Build support, consensus, and community engagement around the district mission, core values, challenges, critical decisions, and accomplishments using multiple communication strategies.**

**Key Actions and Progress:**

- 1. Improved the District and CCHS website for increased easy access to information, current news, and calendar.**
- 2. Conducted Principal and SC coffees during the Fall semester to share information and solicit input.**
- 3. Met monthly with parent leaders, committees, and concerned parents and interested citizens to discuss CCHS issues and concerns.**
- 4. Attended weekly CCHS events to support students/teachers and interact with parents and community members.**