

Memo

To: Patty O'Neil
From: Adam Law
cc: Dr. Kent Mutchler
Date: January 21, 2014
Re: School Improvement Plan

The purpose of this memo is to summarize the work completed this year on the creation of the Heartland Elementary school improvement plan through the use of the Rising Star E-Plan process. Attached to this memo are the documents produced through the Rising Star system that detail our school goals and the tasks related to each goal.

Heartland's Rising Star Committee evaluated the performance of our school based on indicators designated by Rising Star to be key indicators of successful schools. Of the 104 Rising Star indicators, our committee members have evaluated the first two groups of indicators known as the Smart Start indicators (11) and the Smart Plan indicators (14). The other indicators will be evaluated as we continue this process. Based on the evaluation of these initial 25 indicators, the Rising Star Committee isolated three areas to be the focus of Heartland's school improvement plan. The committee then developed a task list and timeline to help accomplish these goals. We will begin implementation of this plan upon approval by the Board of Education.

The following is a list of our school improvement goals based on this process:

- The school environment will be safe, welcoming, and conducive to learning.
- Communication with parents about the school's expectations of them and the importance of the curriculum of the home will occur regularly and clearly.
- The school's Compact will outline the responsibilities and expectations of teachers, parents, and students. The Compact will be distributed annually to teachers, school personnel, parents and students.

Attached are the supporting documents related to the school improvement plan as well as the document which requires the signature of the President of the Board of Education and that of the Superintendent. Please submit this information to the Board of Education for review at their regular meeting on January 27, 2014. I will be in attendance to present an overview of this plan and answer questions as needed. Thank you.

Heartland Elementary School

School Continuous Improvement Plan

Section: Conditions for Learning

Indicator: CL7 – The environment of the school is safe, welcoming, and conducive to learning.

Goal Statement: The school environment will be safe, welcoming, and conducive to learning.

How the objective will look when fully implemented:

<i>Task Assigned to Objective</i>	<i>Assigned To</i>	<i>Target Completion Date</i>
Create Power Point Presentation for discipline talks for unstructured areas.	Adam Law	April 2014
Develop consistent classroom management system.	Kelly Torrence Chrissy Walker	April 2014
Install crosswalk in front parking lot.	Adam Law	May 2014
Install security cameras in the back of building.	Adam Law	July 2014
Educate lunch supervisors on expectations for student behavior during unstructured times.	Adam Law	May 2014

Section: Community and Family Engagement

Indicator: IVD03 – School regularly and clearly communicates with parents about its expectations of them and the importance of the curriculum of the home.

Goal Statement: Communication with parents about the school’s expectations of them and the importance of the curriculum of the home will occur regularly and clearly.

How the objective will look when fully implemented:

<i>Task Assigned to Objective</i>	<i>Assigned To</i>	<i>Target Completion Date</i>
Compile articles on the “curriculum of the home.”	Ann Ramsey Laura Ross	March 2014
Send parents links to articles and websites on the curriculum of the home.	Adam Law	March 2014

Section: Community and Family Engagement

Indicator: IVA03 – The school’s Compact outlines the responsibilities/expectations of teachers, parents, and students.

Indicator: IVDO1 – The school’s Compact is annually distributed to teachers, school personnel, parents, and students.

Goal Statement: The school’s Compact will outline the responsibilities and expectations of teachers, parents, and students. The Compact will be distributed annually to teachers, school personnel, parents and students.

How the objective will look when fully implemented:

<i>Task Assigned to Objective</i>	<i>Assigned To</i>	<i>Target Completion Date</i>
Create a school Compact <ol style="list-style-type: none">1. Guidelines for reading, study habits, and respectful/responsible behavior.2. List of expectations of parents/families, students, and teachers.3. Guidelines for homework and home study habits.4. Guidelines for parent-child reading and teachers’ reading assignments.5. Guidelines for encouraging respectful, responsible behavior.6. Guidelines for communication within the school community.7. Parent participation in school activities.	Ann Ramsey Kelly Torrence Laura Ross Chrissy Walker Pat Fordonski Adam Law Adam Law	May 2014
Plan celebratory roll-out	Pat Fordonski Adam Law	August 2014
Education on the Compact for parents, students, and staff.	Adam Law	September 2014

Local Board Action Report

A. ASSURANCES

1. Strategies and activities have been founded in scientifically based research as required by NCLB, Section 1116(b)(3)(A)(i) and as defined in NCLB, Section 9101(37).
2. Technical assistance provided by the district serving its school is founded on scientifically based research [NCLB, Section 1116(b)(4)(C)] as defined in NCLB, Section 9101(37).
3. The plan includes strategies and activities that support the implementation of the New Illinois Learning Standards Incorporating the Common Core and ensures alignment of curriculum, instruction, and assessment with the New Illinois Learning Standards Incorporating the Common Core.
4. The district will spend at least 10 percent of the funds made available under Title I, Part A, Subpart 2 of NCLB, for the purpose of providing high-quality professional development. (Title I districts only.)

B. SUPERINTENDENT'S CERTIFICATION

By submitting the plan on behalf of the district/school, the district superintendent certifies to ISBE that all the assurances and information provided in the plan are true and correct and that the improvement plan has been duly approved by the local school board. By submitting this form of plan completion and local board approval, this plan shall be deemed to be executed by the superintendent on behalf of the district.

Principal Signature (school only):	Date:
Superintendent Signature:	Date:
Board President Signature:	Date: