

## SEPTEMBER REPORTS

The following reports were submitted in writing for the month of September:

### **Primary School – submitted by Lori Casey, Principal**

- The staff has received numerous positive comments about the “Welcoming Time” and the first week of school. It worked very well to have Early Childhood begin school two days before Kindergarten. This allowed the office and transportation to focus on those students and ensure a smooth start.
- This year, the transportation department was able to provide bus information at Proof of Residency. Last year it was at Welcome Time. This allowed more time for parents to make any bus changes and have students on the correct bus the first day of school. This made the transition to Kindergarten and the separation from parents much easier for the children. Thank you Transportation Department!
- All Kindergarten students are assessed during their Welcome Time. The Intervention Team has met and discussed all students who have scored in the first quartile in letter identification and sounds. The Kindergarten Plus teacher and Assistants are now further examining students for placement into the Kindergarten Plus program. We will be having two starting dates for Kindergarten Plus with one beginning in October and one in December.
- The First School Improvement Day was September 12. Topics included Creative Curriculum (the curriculum that Early Childhood has adopted), Core Values, Test Tracker, Primary Parent Phone Directory, and Sensory Integration
- As we are no longer doing our classroom phone trees our staff felt that parents would benefit from a school directory with student’s names and numbers in case they wanted to contact other families outside of school. A permission form was filled out at Welcome Time. Teachers input all of the names and it was distributed to all of the Primary families.
- Kindergarten teachers Peggy Goetsch and Kathy Opal have been accepted to present at the Illinois Kindergarten Conference in March. They are presenting “Amazing Alphabet Adventures.”
- This month we had our students go through a bus evacuation drill. The drill took place on September 17<sup>th</sup>, which was the date that the Regional Office of Education had declared as Bus Evacuation Drill Day. The evacuation drills were performed by our bus drivers and assisted by our teachers and teacher assistants. Each bus driver explained the safety procedures for evacuating a bus due to an emergency and students were asked to simulate an actual evacuation off of the back of the bus. A letter went home informing all parents.
- The students also participated in our first fire drill for the 2008/09 school year. The drill went as expected and was very timely.

### **Elementary – submitted by Dr. Ken Hyllberg, Principal Elementary East, and Ann Goldbach, Principal Elementary West**

- Curriculum Meetings - This year the curriculum meetings provide team discussion focusing on language arts assessments, literacy implementation, individual students and brainstorming ways to increase student achievement. Since this is a smaller setting, teachers feel more comfortable discussing what is working and problem solving areas for growth.

- MAP assessment for 2<sup>nd</sup> and 3<sup>rd</sup> grades began on September 18<sup>th</sup>. Second grade students received instruction on the format of the assessment from the technology advisors. The technology advisors used real examples of the test to familiarize students with the types of questions, scrollbars and changing difficulty level of the questions.
- Assessment - During the month of September, teachers, reading specialists and math specialists focused their time on administering assessments that will be used to drive instruction in reading and math. In reading, all first and second grade students were given the Words Their Way and benchmark book/running records assessments to highlight strengths and weaknesses in phonics, spelling, reading accuracy, fluency and to determine guided reading levels. Third grade students were given the baseline assessment that accompanies the new reading series to determine leveled reading groups. The DIBELS (Dynamic Indicator of Basic Early Literacy Skills) assessment was also administered to a limited number of 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> grade students. The criteria for administering the test: 1<sup>st</sup> grade students reading at level B or below; 2<sup>nd</sup> grade students reading at level G or below; and 3<sup>rd</sup> grade students who fell below 35<sup>th</sup> percentile on their spring MAP score.
- On the School Improvement Day, teachers in 2<sup>nd</sup> and 3<sup>rd</sup> grade were trained on “6 Traits Writing” that is incorporated in the new reading series. Two outside presenters linked goals to state standards and provided teacher friendly activities using picture books and stories from the series. First grade teachers were able to share ideas about “Start Smart” (short review unit on basic kindergarten skills and concepts) and reflect on ways to improve Unit 1. Our district autism specialist, Vicki Holland, presented a session on autism. Staff members participated in a session on autism focusing on ways to reach out to these students and create a successful learning environment.
- Summer Reading Program - Over 300 east and west students from all three grade levels participated in the “Seeds of Summer” summer reading program. A watermelon party and certificates were provided for students. Students had to fulfill the requirements for the program reading about 15 books during the summer.
- Math Intramural Program - In addition to sport related intramurals, this year at elementary west we have expanded it to include a math intramural program. Only 3<sup>rd</sup> grade students may participate in this new intramural. The math specialists have organized and are supervising this program.
- Respect Talks - The administration visited every classroom to discuss respect to school, adults, peers and self. Teachers are reinforcing these core values with students in classrooms through modeling and discussions. Core Value and Good Citizens’ programs at the elementary school help to create a common language, reduce discipline issues and build a safe learning environment.
- The Elementary West garden book, *The Generous Garden*, written by an elementary west parent, Anne Nagro, was on sale for all three nights exhibiting the garden’s generosity to the community and featured our outside classroom for students. Mrs. Nagro is donating \$5 per book to the school for improvements to the garden site.
- The math specialists provided a session for parents called “Facts About Math” giving them information about Trailblazers, our math program. During the 3<sup>rd</sup> grade curriculum night, Cindy Hughes, Jan Bjelopetrovich and Nancy Goodwin presented information about the Challenge Math class.

### **Intermediate – Submitted by Dr. Kent Ashton, Principal**

- **Band Program:** The beginning band department has had another successful recruitment season. Thirty percent of the fifth grade student population signed up for band. Families had to attend a mandatory sign-up meeting followed by a fifteen-minute instrument try-out session. The bands are in their third week of playing and can successfully play many simple folk songs. The band directors have also incorporated the building behavior matrix with the "Bronze Paw Band Behavior Board". We look forward to showcasing the accomplishments of our beginning band students at the winter concerts on December 17th and 18th.
- **September 12<sup>th</sup> School Improvement Day:** Our staff was trained on lesson plan development for language arts, courtesy of our C&I department and the Scott Foresman representative they brought in. In addition, our Staff Climate Culture School Improvement Leaders presented information from our FY08 climate survey to the staff. The afternoon concluded with staff participating in a round table discussion of relevant topics from the data that should be addressed via our school goals for FY09.
- **Behavior Assemblies:** The Intermediate students were welcomed back to school with assemblies held in conjunction with our P.E. classes. The PE Department and administrative team enthusiastically presented academic and behavior expectations for our Intermediate learning community this year. We are specifically setting student goals for each quarter, one academic in the area of reading, and one for behavior. Each quarter, we are aiming for 80% of our students to reach both of their goals. At the end of each quarter there will be a student assembly.
- **Rules of the Road:** As part of our school-wide behavior incentive, we have targeted the specific area of Hallway Behavior with the implementation of the *Rules of the Road*. This is not a brand new initiative, but rather an extension of our already existing Respectful School Approach. All students have been introduced to the *Rules of the Road*, which simply uses the common language of expectations for the hallway. For example, "speed limits" remind us to walk, while "Stay to the Right side of the Road," reminds us to make room for everyone in the hallway. We also "Merge on Stairways" and "Stop and Look Both Ways When Pulling Into Traffic". The concept includes student driver's license, various traffic violations, and driving school (lunch meeting with a social worker) for unsafe drivers. The Rules of the Road serve as our Tier 1 Intervention for all students, while the "driving school" is working on a Tier 2 Level. Traffic signs and behavior reminders have been posted throughout the hallways and common areas of the building.

### **Middle- Submitted by Scott Snyder, Principal**

- **FY08 ISAT Results –** Results of our ISAT tests from last spring have been shared with staff. It was very rewarding to the staff to see that their efforts have paid off by meeting Adequate Yearly Progress for the third year in a row. The bar keeps rising and our staff and students continue to rise to the challenge.
- **MAP Testing –** All WMS students have been involved in taking the MAP mathematics and reading tests between September 17<sup>th</sup> and 29<sup>th</sup>. Due to the joint efforts of our Technology Department, tech advisor, C.I.A Department and WMS staff and administration, testing has been going very smoothly. Staff will utilize the October 13<sup>th</sup> institute day to review their students data, formulate goals, and plan for instruction.

- PBIS Update – The implementation of PBIS continues to go quite smoothly. Our school improvement day on September 12<sup>th</sup> was spent identifying what is working well, what could be going better, and developing / sharing new ideas to be incorporated into our PBIS program. We continue to see positive results from this approach – hallways and bathrooms have been cleaner and more orderly, students more respectful, and the number of detentions and suspensions thus far has been very small.

**Curriculum and Instruction – submitted by Dr. Anne Swanson, Assistant Superintendent of Curriculum, Instruction and Accountability**

- Fall MAP testing is underway. It is a pleasure to see that in our fifth year of testing, this important assessment is now firmly a part of the fabric of our instruction. Teachers and teacher teams will work on student goal setting throughout the next days and will have a portion of the October 13<sup>th</sup> Institute Day to finalize the goals.
- Plans for the October 13<sup>th</sup> Institute Day include, but are not limited to, the following:
 

Grades 2-8:	MAP goal setting
Grades 1-5:	LA training continuum
Grades 6-8:	PBIS training
All staff:	Drop-in voluntary phone training by Sentinel
- The gifted LA numbers at Intermediate School have reached a high point. This is the result of MAP scores of students new to Woodland who were not part of the spring identification process as well as six students not in the program last spring.

**Support Services – submitted by Penny Dagley, Assistant Superintendent of Support Services**

- The special education parent group- SPEAC held its first meeting on September 16, 2008. The topic was an overview of district services presented by our own staff. The program was well received by the parents in attendance.
- The Middle School PBIS team attended additional training on strategies on the implementation of PBIS. On October 8<sup>th</sup> three team members and Scott Snyder will attend a Middle School Forum on PBIS where they will have the opportunity to interact with other middle schools implementing PBIS and share strategies.
- Early Childhood modified their curriculum night schedule to better present information to parents regarding the components of the curriculum and related services. All parents and staff met together for presentations by the related services staff (OT, PT, SLP and Social Work) and the teachers before going to their classrooms. This enhanced the information that could be shared with parents regarding related services. The change was well received by the parents.

**Human Resources – submitted by Kim Burke, Director of Human Resources**

- Flu Shots – As was offered for the past two years, through our Benefit Cooperative flu shots were offered to District #50 employees as part of the wellness feature of the health insurance benefit. This is a free benefit for all employees who are “eligible” to participate in District Health Insurance and not just to those who are enrolled.

**Operations and Facilities – submitted by Don Selzer, Director of Operations and Facilities**

- O&F leadership team met with Mr. Jerry Rudd, from Warren Township to discuss salt storage options for the upcoming snow season.

- Don Selzer participated in American School & University webinar, Finding Relief-Cost Recovery for Community use of Your Schools, September 30, 2008.
- O&F staff set up and monitored 67 after-school or non-school events for the month of September, thanks all O&F staff.
- The District's public service program realized 593 hours of work for the month of September, thanks to all District Representatives for Public service. The work accomplished consisted of grass cutting, weed trimming/pulling, planting of flowers, trash pick up and District vehicle cleaning and body repairs.

**Technology – submitted by Dann Giesey, Director of Technology**

- The implementation of our phone system was completed on Monday October 13<sup>th</sup>. During the implementation we changed phone numbers at several schools and buildings. The changes will give us two major improvements. First will be to improve our E911 compliance. The new phone system combined with these changes will be able to pinpoint a room and building right away for emergencies. Second the changes will improve communication internally and externally with staff and parents and support our strategic plan. Implementing a uniform call plan in the district will eliminate confusion and better direct parents to the schools and staff. Today calls from schools and buildings show up on caller id information to parents as coming from the Middle School.

**Transportation – submitted by Roberta Magera, Director of Transportation**

- We are currently sharing cab rides with WTHS in order to save time and expenses. Those cabbied include one student to Des Plaines and 2 students to Northbrook. We are also driving a District 56 student to Powers Center in Vernon Hills.

