

Bright Beginnings Center Action Plan
2018-2019

Strategic Objective #1: Enhance and align quality educational curricula, instructional resources, rigorous assessments, and social/emotional supports to improve academic performance.

Strategic Initiative	Action Steps	How will the Action Steps be Accomplished	Who will work to accomplish the Action Steps	What are the necessary time, resources, materials	How will progress be monitored	Timeline/Expected Date of Completion
<p><i>Emphasize Social Emotional Learning as a Coordinated Framework for student Learning and Support</i></p>	<p>-We will conduct an audit of our current SEL programs and resources to develop a schoolwide framework for SEL instruction.</p>	<p>Led by directors, teachers will examine available resources to create consistency across the classrooms. This will be done at monthly teacher meetings.</p>	<p>BBC Teachers and Directors</p>	<p>- SEL programs and resources: Feeling Buddies, Second Step, We Thinkers, Skill Streaming - Massachusetts Curriculum Frameworks for SEL in Preschool and Kindergarten</p>	<p>Completion of a schoolwide plan for teaching of SEL curriculum</p>	<p>To be completed by the end of the school year, put into place for the 2019-2020 school year.</p>
<p><i>Increase formal and informal Diagnostic Capacity</i></p>	<p>-Teachers will begin the process of looking at changes for the preschool and pre-k progress report forms.</p>	<p>Using professional development half days, teachers will discuss the current progress report forms and make changes in line with the Massachusetts Curriculum Frameworks for Pre K and the Massachusetts</p>	<p>Teachers and directors</p>	<p>- Current progress report forms - Massachusetts Curriculum Frameworks - Preschool assessments</p>	<p>Creation of updated progress report forms</p>	<p>Teachers will meet regarding progress reports on PD days in February and March. New progress report forms will be developed and put into use for the 2019-2020 school year.</p>

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		Guidelines for Preschool Experiences.				
<i>Improve student achievement in the areas of Mathematics</i>	-We will implement the Eureka Math program.	Using monthly teacher meetings time and a portion of PD days in October and March, teachers will explore materials, plan instruction, and collaborate. Teachers have also been invited to join in on monthly math meetings at Memorial School.	BBC teachers and directors	Eureka Math Program	Progress will be monitored through teachers implementing the program throughout the year.	Ongoing throughout the school year
<i>Improve student Achievement in the areas of English Language Arts</i>	-In conjunction with our work on progress report updates, we will be looking closely at the Foundations program used in pre k and how we can begin to introduce Foundations to our preschool students.	Preschool and pre k teachers will collaborate in looking at Foundations and choosing which parts can begin to be introduced in preschool. We will look at how to incorporate Foundations skills with Handwriting Without Tears	BBC teachers and directors	Foundations, Handwriting Without Tears, and Telian Lively Letters	Teachers will align instruction between preschool and pre k.	Ongoing throughout the school year

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		and Telian Lively Letters.				
<i>Integrate STEM into curriculum planning, instruction, and assessment</i>	-Purchase new smart boards for preschool classrooms -Implement FOSS Science Kits	- Friends of Bright Beginnings is working towards fundraising for the purchase of a fourth smart board for BBC. This will leave one classroom without a smart board. -As a professional team, teachers will begin using materials from FOSS Science Kits.	BBC teachers and directors Friends of Bright Beginners	- Friends of Bright Beginnings will provide funding for the fourth Smart Board through fundraising. - FOSS Science Kits	Progress will be monitored through the acquisition of a fourth smart board and implementation of the FOSS Science Program.	Ongoing throughout the school year

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Strategic Objective #2: Ensure staff development and professional learning is ongoing, relevant, accessible, and inclusive of all staff members to support opportunity for continuous growth.

Strategic Initiative	Action Steps	How will the Action Steps be Accomplished	Who will work to accomplish the Action Steps	What are the necessary time, resources, materials	How will progress be monitored	Timeline/Expected Date of Completion
<i>Maintain Focus on Established Professional Development</i>	-Maintain monthly preschool meetings and scheduled professional development days with focus on progress report review, Eureka math implementation, and growth mindset/SEL.	Teachers will collaborate and work as a professional team on designated meeting and professional development days.	BBC Teachers and Directors	-current progress report forms -Curriculum Frameworks -Eureka Math -Growth Mindset and SEL resources	Goals being met focusing on our professional development plan	Ongoing throughout the school year
<i>Initiate year-long professional development plan that incorporates focused, strategic initiatives to increase student performance</i>	<p>October 5- Growth Mindset (AM), new programs (PM) including Eureka Math and FOSS Science November 2- PreK-12 Vertical Discussions January 2- Motivating Students to Choose Success February 15- Progress Report Review March 15- Continued Progress Report Review/Eureka Math April 12- ALICE Training May 10- Building Based Action Steps</p> <p>In addition, the building directors will attend train the trainers sessions for SEL and provide Growth Mindset and SEL work for staff during monthly whole staff meetings and monthly teacher meetings.</p>	Staff will participate in ongoing professional development opportunities throughout the year	BBC staff	Curriculum materials and other resources relevant to PD topics	Goals being met focusing on our professional development plan	Ongoing throughout the school year
<i>Ensure that Professional Development Activities focus</i>	-Monthly staff meetings will be used to disseminate pertinent early childhood education topics surrounding interdisciplinary areas such as Social Emotional Learning, Speech and Language, Occupational Therapy,	Weekly staff email blast memos will be used to update staff on	BBC staff	Curriculum materials and other resources	Teachers will be able to implement resources,	Ongoing throughout the school year

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<p><i>on Instructional Strategies that Meet the Needs of All Learners</i></p>	<p>and Behavioral.</p>	<p>housekeeping type issues. More time of monthly staff meetings will then be able to be focused on having our related service providers (Speech/Language Pathologist, Occupational Therapist and BCBA) present mini informational sessions.</p>		<p>relevant to PD topics</p>	<p>ideas, and strategies discussed at these meetings.</p>	
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Strategic Objective #3: Improve and develop programming to ensure all students have access to high quality appropriate education and opportunity.

Strategic Initiative	Action Steps	How will the Action Steps be Accomplished	Who will work to accomplish the Action Steps	What are the necessary time, resources, materials	How will progress be monitored	Timeline/Expected Date of Completion
<i>Assess and review BBC school year and summer programming</i>	<ul style="list-style-type: none"> -Continually review programmatic changes to accommodate increased enrollment and increased hours for students and staffing -Continually review before and after school programming and summer daycare program -Implement new integrated multi-age model of learning by adding a small, multi-age integrated classroom that will be co-taught with the full-day pre-k classroom. -Implement new integrated multi-age model of learning by adding a small, multi-age integrated classroom that will be co-taught with the full-day pre-k classroom. 	<ul style="list-style-type: none"> -BBC staff continues to work on implemented program changes to increase enrollment. - Directors will continue to meet with the before and after school director to review the extended day programs at BBC. -Teachers will meet regularly to plan for co-teaching classrooms. 	BBC Teachers and Directors	Enrollment data	Progress will be monitored through continued growth of programs and enrollment at BBC.	Ongoing throughout the school year
<i>Develop a continuum of support and service for students with intensive disabilities from preschool through high school</i>	-Continue to review IEP services for integrated and nonintegrated classrooms through the development of criteria rubric.	The Special Education staff will continue to develop the special education criteria rubric which will allow for the successful placement of	BBC Special Education staff	Special Education criteria rubric	The completion of a Special Education criteria rubric	End of the school year

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		students into classrooms, along with providing appropriate related services.				
<i>Design and Implement Supports for Accelerated Learners</i>	-Individualize all instruction to meet the needs of all students -Begin exploring renting BBC facilities to offer after school enrichment opportunities for preschool aged children	-A spanish enrichment program will be offered at BBC on afternoons in the fall.	Enrichment partners and BBC directors	Program information for parents	-If our initial partnership for offering enrichment activities is successful we hope to add additional opportunities in the future.	Ongoing throughout the school year
<i>Increase Capacity to Assist Students with Behavioral Needs</i>	-Implementation of monthly meetings between classroom teachers and paraprofessionals	-Teachers will meet and share plans and resources with their classroom staff once a week.	BBC staff	Lesson plans and classroom materials	-Classroom teams will be expected to use monthly meetings to collaborate and best work as a cohesive unit and meet student needs.	Ongoing throughout the school year

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Strategic Objective #4: Build relationships with the community so that parents and community members are more involved and engaged in the schools.

Strategic Initiative	Action Steps	How will the Action Steps be Accomplished	Who will work to accomplish the Action Steps	What are the necessary time, resources, materials	How will progress be monitored	Timeline/Expected Date of Completion
<i>Improve Content and Format of Parent Communication</i>	<ul style="list-style-type: none"> -Begin a monthly parent communication from BBC Directors -Continue the use of social media to communicate school events to parents and provide information to prospective families. 	<ul style="list-style-type: none"> -The BBC Directors will send out monthly newsletters to all BBC families. Newsletters will contain information regarding pertinent early childhood topics, the school curriculum, and school events/activities. -Social media accounts will be used for promotion of the preschool program. 	BBC Directors	<ul style="list-style-type: none"> - SEL programs and resources: Feeling Buddies, Second Step, We Thinkers, Skill Streaming -Massachusetts Curriculum Frameworks for SEL in Preschool and Kindergarten 	Completion of a schoolwide plan for teaching of SEL curriculum	To be completed by the end of the school year, put into place for the 2019-2020 school year.
<i>Build Community and Parent Relationships</i>	<ul style="list-style-type: none"> -Deliver the Positive Solutions for Families workshops to families. -Continue to look at the possibility of improving the school playground in conjunction with parent groups. 	-The Directors will lead teachers in putting together video workshop	-BBC teachers and directors -BBC School Council	-Positive Solutions for Families powerpoint	-Teachers will be asked to keep in contact with	-Six Positive Solutions for Families videos will be created

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<p><i>within our Schools</i></p>		<p>sessions based on the modules of Positive Solutions for Families. -As part of the BBC School Council meetings, we will continue to look at cost-effective ways to improve the BBC playground. This initiative will be ongoing into the next few years.</p>		<p>presentations and videos, as they are created. -Playground materials gathered from area playground companies</p>	<p>parents regarding Positive Solutions for Families. Parents are encouraged to send feedback and have thus far. -A plan for moving forward with the playground will be put into place early this school year in conjunction with School Council.</p>	<p>and shared with parents throughout the school year. -Phase one of our playground project will begin in the late spring/summer of 2019.</p>
<p><i>Align work within the schools with the Opioid Task Force</i></p>	<p>-Publicize to parents and families any activities the opioid task force is providing</p>	<p>-Communication will be provided to parents on these activities.</p>	<p>BBC nurse and directors</p>	<p>Any necessary documents for parents</p>	<p>Progress will be monitored throughout the year.</p>	<p>Ongoing throughout the school year</p>