

# Interlake School Division

## School Planning Report 2022/2023

### Grade K – 8

(Due to Superintendents Department: September 2022)

<b>Name of School:</b>	Balmoral Elementary School	<b>Name of Principal:</b>	Mark Lawson	<b>Date (yyyy/mm/dd):</b>	2022/09/29
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<b>Planning Process:</b>
<p>List or describe factors that influenced your focus area(s):</p> <ul style="list-style-type: none"> <li>• Divisional CIP Goals</li> <li>• Report Card data</li> <li>• MCSI Checklists</li> <li>• Discussion's with other schools about literacy, numeracy and well-being initiatives across the division</li> <li>• Numeracy and Literacy lead teacher support</li> </ul>
<p>Who was involved in the planning process:</p> <ul style="list-style-type: none"> <li>• Teachers</li> <li>• School Support Staff</li> <li>• Principal</li> <li>• Parent Advisory Council</li> </ul>
<p>How often did your planning team meet:</p> <ul style="list-style-type: none"> <li>• Staff Meeting discussions throughout the previous school year 2021-2022.</li> <li>• PAC school plan highlights at each meeting</li> <li>• School Planning day in June 2022</li> </ul>
<p>What data was used in the planning process: Data from school-based, Divisional and Provincial assessment tools were used to track and analyze areas of growth as needed.</p>
<p>Other important information about the planning process: Many of our current school goals are continuations from work initiated in the previous year.</p>

<b>School Focus Area(s):</b>
Focus Area #1: Literacy
Focus Area #2: Numeracy
Focus Area #3: Well-being

## LITERACY

**What LITERACY is:** The ability, confidence and willingness to engage with language in order to acquire, construct and communicate meaning in all aspects of daily living.

**Why LITERACY matters:** Literate citizens are active participants in their communities and understand that each community has particular ways of acquiring, constructing and communicating meaning. Literate citizens are able to understand, think, apply, and communicate effectively in a variety of ways for a variety of purposes.

**Where we are currently with LITERACY:**

- Large reading focus at Balmoral.
- Early years staff with previous training in reading recovery.
- Balmoral had a strong home leveled reading program. Decodable texts purchased to transition to a structured literacy home reading program.

**What we need for:**

**Students:**

- For students to gain a LOVE for reading. Reading for enjoyment as well as requirements!
- For students to be learning and using reading skills including letter/sound relationships (phonemic awareness) in order to decode text, develop fluency, and spelling/writing skills.
- A writing focus for Balmoral School.

**Staff:**

- A structured approach to literacy instruction
- Using letter/sound relationship tools and methods to teach phonemic awareness and provide literacy intervention where needed.
- A writing focus for Balmoral School
- High quality literacy materials and books.
- Professional development on structured literacy

**Community:**

- Information on changes to instructional practices as we move to a structured literacy approach
- Communication of literacy information and changes to the home reading program between the school and home.
- Knowledge of how to support young readers at home.

What we will do for:	Who will do it:	When will it be done:	How will we know:
<p><b>Students:</b></p> <ul style="list-style-type: none"> <li>• Provide a structured literacy approach that focuses on: <ul style="list-style-type: none"> <li>• Phonemic awareness / letter-sound relationships / word features</li> <li>• Vocabulary and comprehension development through oral experiences and discussions</li> </ul> </li> <li>• I Love to Read Month Activities</li> <li>• Celebrations of literacy achievements.</li> <li>• Create opportunities to share writing with peers, other classrooms and the community.</li> <li>• Support for struggling students through literacy co-teaching time in K-4 classrooms.</li> </ul>	<ul style="list-style-type: none"> <li>• Teachers</li> <li>• Support Staff</li> <li>• SST Team</li> <li>• Principal</li> </ul>	<ul style="list-style-type: none"> <li>• Small group structured literacy / OG interventions K-5 starting September 2022. Additional 5/6 groupings starting in Nov 2022.</li> <li>• Structured Literacy Lessons in K-3 Classrooms starting by October 2022.</li> <li>• February – I Love To Read Month</li> <li>• Co-teaching with Learning Support Teacher scheduled into 2022-2023 timetables.</li> </ul>	<p>We will gather and analyze:</p> <ul style="list-style-type: none"> <li>• Initial Assessment Data</li> <li>• Classroom data on the achievement of decoding skills in early years classrooms.</li> <li>• Report Card Data</li> <li>• Student Feedback on Learning Experiences</li> <li>• Teacher Feedback on Professional Learning Experiences</li> </ul>
<p><b>Staff:</b></p> <ul style="list-style-type: none"> <li>• Provide professional learning and collaborative opportunities that support the implementation of structured literacy. <ul style="list-style-type: none"> <li>○ Co-teaching time for literacy in K-4 classrooms</li> <li>○ The Science of Reading Course (4 staff enrolled)</li> <li>○ Divisional learning networks</li> <li>○ Wilson Foundations online training</li> <li>○ The Literacy Lead teacher will have a literacy residency with the K/1 classroom.</li> </ul> </li> <li>• Create an ordering wish list and purchasing plan for high quality literacy materials (example: decodable texts)</li> <li>• Meeting with ISD's literacy support teacher to help set classroom literacy goals and to go over intervention strategies.</li> </ul>	<ul style="list-style-type: none"> <li>• Divisional Learning Network Participation: K-3 teachers, Learning Support and Admin</li> <li>• K-3 teachers</li> <li>• SST Team</li> <li>• Principal</li> </ul>	<ul style="list-style-type: none"> <li>• Divisional Learning Network Participation: Oct 7, Nov 14, Early Dismissals, Mar 6, April 10, May 15</li> <li>• Literacy Residency Dates: Sept 27, Oct 12, Nov 22, Dec 16, Jan 24, Mar 8</li> <li>• Structured Literacy Ordering: <ul style="list-style-type: none"> <li>○ Tara West Program, Wilson Program, FlyLeaf decodable books ordered September 2022.</li> </ul> </li> </ul>	

<ul style="list-style-type: none"> <li>• Create literacy rich teaching moments by planning classroom events, hosting guests, and welcoming local resources.</li> </ul>		<ul style="list-style-type: none"> <li>○ Syllasense decodable books ordered November 2022.</li> </ul>	
<p><b>Community:</b></p> <ul style="list-style-type: none"> <li>• Communicate information between the school and home (E.g. emails, newsletter highlights, website updates, twitter feed updates)</li> <li>• PAC information on structured literacy</li> <li>• Parent information to be sent home with home reading about phonemic awareness and decoding strategies.</li> </ul>	<ul style="list-style-type: none"> <li>• Teachers</li> <li>• Literacy Lead Teacher</li> <li>• SST Team</li> <li>• Principal</li> </ul>	<ul style="list-style-type: none"> <li>• PAC Meeting Introduction – September 2022</li> <li>• Classroom Letters – Oct 2022</li> <li>• Newsletter Information on Structured Literacy – Oct 2022</li> <li>• Structured literacy updates – Regularly with home reading</li> </ul>	

## NUMERACY

**What NUMERACY is:** Numeracy is the ability, confidence, and willingness to engage with quantitative or spatial information to make reasoned decisions in all aspects of daily living.

**Why NUMERACY matters:** Numerate citizens are active participants in their communities and think critically about the challenges facing each community. Numerate citizens successfully apply mathematical concepts and strategies with thoughtful perseverance to address issues in society and the natural world.

**Where we are currently with NUMERACY:**

- Continued "Math Talks" and number sense routines
- Math manipulatives previously purchased for classrooms
- Provide math instruction using multiple approaches. E.g. Guided math, using manipulatives, and allowing opportunities for discovery learning.
- Collaboration with ISD Numeracy Support Teacher

**What we need for:**

**Students:**

- An environment rich in hands-on activities, collaborative problem solving, and authentic learning experiences.
- A culture of respect for peers so students are not afraid to take risks, and so that they learn from each other.
- A school community that encourages, supports and is positively engaged in numeracy learning.
- Teacher supported small math groups and guided math groups
- Use of manipulatives for math with students.
- Continued use of the continuation of problem solving and rich tasks.
- Continued use of math talks.

**Staff:**

- Professional development opportunities
- Support in creating math groups

<ul style="list-style-type: none"> <li>• Develop knowledge and confidence when using manipulatives.</li> <li>• Sharing possible numeracy games that can be used across different grades (ex. grid multiplication, fraction bump).</li> <li>• Connect staff with the numeracy lead teacher.</li> </ul>			
<p><b>Community:</b></p> <ul style="list-style-type: none"> <li>• Communication from teachers regarding student progress</li> </ul>			
What we will do for:	Who will do it:	When will it be done:	How will we know:
<p><b>Students:</b></p> <ul style="list-style-type: none"> <li>• Provide hands-on materials</li> <li>• Provide open-ended rich tasks</li> <li>• Fact fluency activities</li> <li>• November Numbers events to be planned</li> <li>• Continued Number Talks (e.g. Where is the Math, WODB, Estimation) and number sense routines</li> <li>• Teacher(s) supported small group instruction</li> <li>• Teach students how to use manipulatives effectively to help them develop a deeper understanding of math concepts.</li> </ul>	<ul style="list-style-type: none"> <li>• Teachers</li> <li>• EAs</li> <li>• SST Team</li> <li>• Administrator</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Math Talks 3x per cycle in each grade level</b></li> <li>• Guided Math Instruction K-6 implemented by November 2022.</li> <li>• November 15 Numeracy Lead Teacher Meeting on Student Planning / CMP Plans</li> <li>• November Numbers</li> </ul>	<p>We will gather and analyze:</p> <ul style="list-style-type: none"> <li>• Initial Assessment Data</li> <li>• Report Card Data</li> <li>• Student Feedback on Learning Experiences</li> <li>• Teacher Feedback on Professional Learning Experiences</li> <li>• MCSI Checklists</li> <li>• Anecdotal data from Staff/Students/Community</li> </ul>
<p><b>Staff:</b></p> <ul style="list-style-type: none"> <li>• Numeracy lead teacher residency for 3+ teachers at Balmoral School</li> <li>• Participation in Divisional Learning Networks based on Thinking Classrooms</li> </ul>	<ul style="list-style-type: none"> <li>• ISD Staff</li> <li>• Administrator</li> <li>• Teachers</li> </ul>	<ul style="list-style-type: none"> <li>• Numeracy Residency to occur starting on Oct 13, Oct 19, Oct 20, Dec 5 and Dec 6 <ul style="list-style-type: none"> <li>○ Review of MCSI initial Assessments during residency meetings.</li> </ul> </li> <li>• Divisional Learning Network Participation: Oct 7, Nov 14, Early</li> </ul>	

		Dismissals, Mar 6, April 10, May 15 <ul style="list-style-type: none"> <li>Review K-4 MSCI checklists each reporting period</li> </ul>	
<b>Community:</b> <ul style="list-style-type: none"> <li>Invite parents to participate in progress conversations</li> <li>Numeracy games/activities to be shared with school community</li> <li>Numeracy promotion on our website, in newsletters, emails and twitter.</li> </ul>	<ul style="list-style-type: none"> <li>Teachers</li> <li>Administrator</li> <li>SST team</li> </ul>	<ul style="list-style-type: none"> <li>Monthly Newsletter Communication</li> <li>Fall/Winter – Progress Conversation</li> </ul>	



## WELL-BEING

**What WELL-BEING is:** Well-Being is the conscious, self-directed and evolving process of achieving health, happiness, resilience, and satisfaction.

**Why WELL-BEING matters:** Healthy citizens are able to achieve their goals and realize their potential. Healthy citizens possess a range of skills and strategies to live happy and resilient lives and thereby make positive contributions to their communities. In order to live well, our students must learn well.

**Where we are (currently):**

- Work being done on growth mindset
- Guidance classes
- Zones of Regulation evidence up in the school
- Frequent consultation with ISD clinicians
- Access to school counsellor when needed
- A variety of clubs/groups to help students with social skills

**What we need for:**

**Students:**

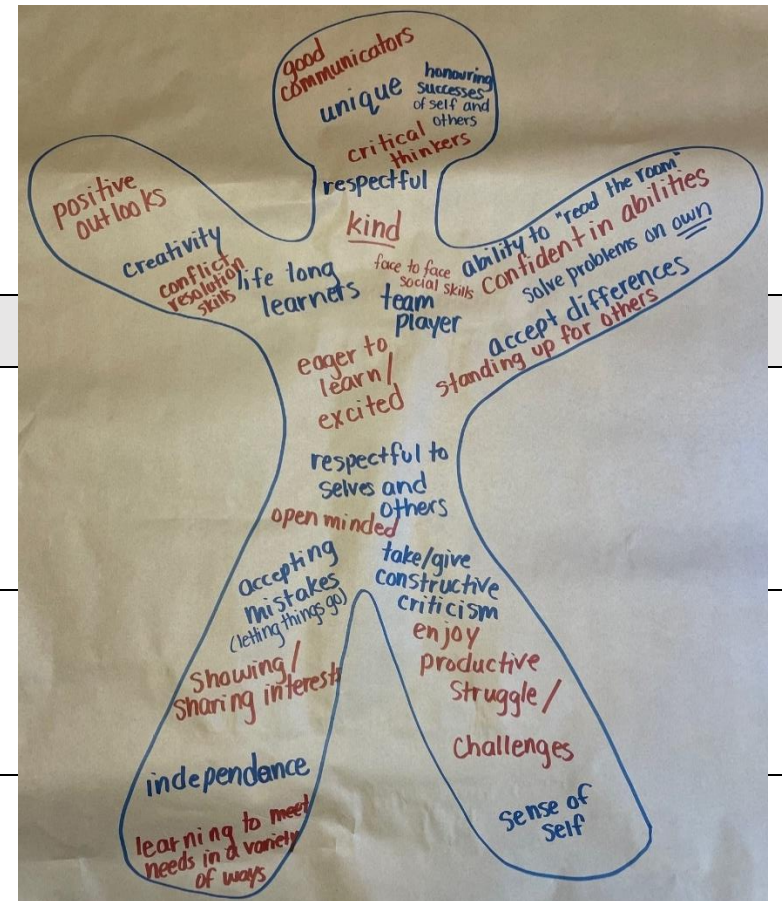
- Increased personal well-being strategies
- Psychosocial and wellbeing education in all classrooms
- Classroom and school community building
- For students to feel pride when they leave our school after grade 8 graduation.

**Staff:**

- Staff wellness
- Staff collaboration
- Positive community connection

**Community:**

- Positive home communication.
- Links to community supports and divisional supports
- Community engagement within the school
- Active PAC



What we will do for:	Who will do it:	When will it be done:	How will we know:
<p><b>Students:</b></p> <ul style="list-style-type: none"> <li>• Psychosocial and wellbeing education in all classrooms. Guidance &amp; classroom education. (Psychosocial education, Kids in the Know, Zones of Regulation, Mind Up, Conflict resolution strategies)</li> <li>• Project 11 lesson plans to be incorporated into ELA classrooms</li> <li>• Thrival Kits through the CMHA and Manitoba Advocate for grades 4-6</li> <li>• Classroom community building with classroom meetings</li> <li>• School community building through family groups</li> <li>• One-on-one or small group support for social skills development.</li> <li>• Well-Being Week</li> <li>• Creation of calming spaces throughout the school for students needing assistance with regulation</li> </ul>	<ul style="list-style-type: none"> <li>• Teachers</li> <li>• KP will be the school lead for Thrival Kits</li> <li>• EAs</li> <li>• SST</li> <li>• Administrator</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom lessons during ELA/Health</li> <li>• Guidance education during 6 day cycle</li> <li>• Well-Being Week in March 2023</li> </ul>	<p>We will gather and analyze:</p> <ul style="list-style-type: none"> <li>• Pre and post assessments for individual class programs (e.g. Project 11 and Thrival Kits)</li> <li>• Anecdotal Teacher/Staff Comments</li> <li>• Teacher, student and parent reflections</li> <li>• Attendance and feedback data</li> <li>• Feedback from Parent Communication</li> <li>• Classroom Profile Data</li> <li>• Student Support Plan Data</li> <li>• Clinician Data</li> </ul>
<p><b>Staff:</b></p> <ul style="list-style-type: none"> <li>• Reflect on the skills and attribute we want to build in our students (see attached image)</li> <li>• Discuss staff wellness and coordinate staff social activities</li> <li>• Provide resources on staff and student wellness</li> </ul>	<ul style="list-style-type: none"> <li>• Teachers</li> <li>• EAs</li> <li>• SST</li> <li>• Administrator</li> </ul>	<ul style="list-style-type: none"> <li>• Monthly Staff Meetings</li> <li>• Staff social committee to organize social events</li> </ul>	
<p><b>Community:</b></p> <ul style="list-style-type: none"> <li>• Positive home communication</li> <li>• Share knowledge of community supports and divisional supports</li> <li>• Parent event(s) with the PAC about hot topics (e.g. wellbeing, anxiety, depression, mental health, emotional health, positive parenting, online safety etc.)</li> </ul>	<ul style="list-style-type: none"> <li>• Teachers</li> <li>• SST</li> <li>• Administrator</li> <li>• Clinician involvement for community presentations</li> </ul>	<ul style="list-style-type: none"> <li>• ISD Clinician Information added to monthly newsletters</li> <li>• Parent Events to be discussed at Nov 16 PAC Meeting.</li> <li>• Self-Regulation Community Presentation to be planned by March 2023.</li> </ul>	