

George C. Marshall Elementary School

“Learning with the Spirit and Pride of a Mustang”



Principal Entry Plan

Robin Connery

Introduction

“The principle goal of education is to create [individuals] who are capable of doing new things, not simply of repeating what other generations have done – [individuals] who are creative, inventive and discoverers.”
— Jean Piaget

On behalf of Marshall Elementary School, I want to extend a warm welcome to the 2018-2019 school year! It is with great pleasure that I introduce myself, Robin Connery, as the new Principal of Marshall Elementary. I have had the pleasure of serving at Marshall as a teacher, an academic coach, and as part of the leadership team for several years. In those years, I have become familiar with the rich culture and impressive educational experience that Marshall offers the students, families, and staff. As an established member of the Marshall family, I can say with confidence that I am honored at the opportunity to lead this community.

At Marshall, we are committed to a school experience that ensures a safe, nurturing, and flexible environment in which each student can attain academic and social success through the collaboration and commitment of our students, teachers, parents, and community. A strong partnership with you will be a key component to the successes of each of our students as they move through the school year. As a principal, it is important to me that every person who comes through our doors knows that they are part of this community, and that they play an important role in the education of the students who attend Marshall. This community is essential to the positive and supportive environment that is necessary in our efforts to create the ideal learning platform for our students.

This Entry Plan reflects my systematic approach and dedication to seeking your input so that I can effectively make informed decisions towards the best interest of our shared students. This plan will extend through December as I meet with, gather insight from, and explore data with all of our stakeholders. In January, I will share out the findings from the time I have spent with you, as well as a shared set of objectives and an action plan for meeting those objectives developed by our Instructional Leadership Team with full stakeholder input.

Together, as a team, we will provide the best possible learning environment for our Marshall students. It is a pleasure to have the opportunity to work with each and every one of you to make this happen. I look forward to meeting with all of our community members over the next several weeks, and beginning our work and service together.

Thank you,

Robin Connery

Principal, George C. Marshall Elementary School

Goals and Objectives

- Establish, maintain, and nurture positive and productive relationships with the staff, students, and families of Marshall Elementary in order to better understand the norms and traditions of the school community-at-large.
- Collaboratively develop and communicate a clear vision and school mission to promote among all school stakeholders (students, staff, families, and the Monterey community).
- Establish a foundation for systematic continuous school improvement; through increased student achievement results, grounded in research-based outcomes and supported by feedback from school stakeholders in the areas of:
 - Effective first-instruction
 - School culture and student behavior through PBIS and Restorative Justice practices.
 - Parental/community involvement.

Key Values

- ✓ All decisions are made through a shared-decision making model and based on what is best for our students.
- ✓ Every student at George C. Marshall Elementary School deserves the best education possible, which includes our best every single day.
- ✓ The business of the school must be conducted with clarity, collaboration and transparency.

Timetable

- **Phase 1: Listening & Learning**
 - May 14th, 2018 – August 31, 2018
- **Phase 2: Listening, Learning, & Leading**
 - September 4, 2018 - December 31, 2018
- **Phase 3: Leading, Monitoring & Evaluating**
 - January 7, 2019 - June 7, 2019

Entry Plan

<p>Goal: Establish, maintain, and nurture positive and productive relationships with the staff, students, and families of Marshall Elementary in order to better understand the norms and traditions of the school community-at-large.</p>	
<p>Action</p>	<p>Timeline</p>
<p>Host Student Focus Group to gather student input on areas of academic rigor, relevance, instructional methods, and equity</p>	<p>May 2018</p>
<p>Finalize staffing for SY18-19</p>	<p>May/June 2018</p>
<p>Meet with Director of Communications, launch new website design</p>	<p>June 2018</p>
<p>Meet with ILT: Roles & Responsibilities, Review Instructional, VAPA, Supervisory & Duty Schedules</p>	<p>July 2018</p>
<p>Collaborate with ILT & staff to schedule Welcome Back/Orientation Event(s)</p>	<p>July 2018</p>
<p>Send a welcome back and introductory letter to all staff</p>	<p>July 2018</p>
<p>Distribute and promote Principal Entry Plan to all stakeholders (staff email, website posting)</p>	<p>August 2018</p>
<p>Send a welcome back and introductory letter to all families</p>	<p>August 2018</p>
<p>Schedule 1:1 Listening & Learning Meetings</p> <ul style="list-style-type: none"> - Teachers - Support Staff - Office Staff - Cafeteria Staff <p>Custodial Staff</p>	<p>August 2018</p>
<p>Host TK/Kinder Meet and Greet after Morning Drop off, Day 1 of School</p>	<p>August 8, 2018</p>
<p>Conduct 1:1 Parent Meetings</p> <ul style="list-style-type: none"> • PTA 	<p>August 2018</p>

<ul style="list-style-type: none"> • Returning Military • New Military • Non Military 	
Meet with Parent Teacher Association	August 2018
Collaborate with ILT to develop ILT, PD and PLC calendar	August 2018
Establish school committees, grade level leads, adjunct duties as well as members roles and responsibilities	August 2018
Present a Back to School/PBIS student assembly	August 2018
Host Back to School Night	August 21, 2018
Share progress of Entry Plan during 1 st staff meeting	September 2018
Establish School Site Council and ELAC, schedule meetings	September 2018
Host Parent Teacher Conferences	November 2018
Send weekly staff bulletins with calendar of events & PBIS focus	Ongoing
Send monthly school newsletter with calendar of future events	Ongoing
Be present to greet students/families upon arrival, dismissal, during recesses and lunch to build positive and productive relationships with staff, students and families	Ongoing

<p>Goal: Collaboratively develop and communicate a clear vision and school mission to promote among all school stakeholders (students, staff, families, and the Monterey community).</p>	
<p>Action</p>	<p>Timeline</p>
<p>Review 2 yrs. of historical performance data, identifying proficiency and growth trends:</p> <ul style="list-style-type: none"> • SBAC/CAASPP results • CA Healthy Kids Survey/Youth Truth Student & Staff Data • Staff Culture Survey 	<p>May 2018</p>
<p>Host Student Focus Group to gather student input on areas of academic rigor, relevance, instructional methods, and equity</p>	<p>May 2018</p>
<p>Meet with Director of Communications, launch new website design</p>	<p>June 2018</p>
<p>Meet with ILT: Roles & Responsibilities, Review Instructional, VAPA, Supervisory & Duty Schedules</p>	<p>July 2018</p>
<p>With ILT, refine and promote Marshall Elementary School Mission/Vision based on feedback from staff, students, and families</p>	<p>August 2018</p>
<p>Meet with Parent Teacher Association</p>	<p>August 2018</p>
<p>Share Vision/Mission at Back to School Night</p>	<p>August</p>
<p>Attend TK-5 grade level meetings to encourage alignment to school vision</p>	<p>August/September 2018 And Ongoing</p>
<p>Continue to infuse vision/mission into communications out to parents, teachers, and community members.</p>	<p>September and Ongoing</p>

Establish School Site Council and ELAC, schedule meetings	September 2018
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<p>Goal: Establish a foundation for systematic continuous school improvement; through increased student achievement results, grounded in research-based outcomes and supported by feedback from school stakeholders in the areas of:</p> <ul style="list-style-type: none"> ➤ Effective first-instruction ➤ School culture and student behavior through PBIS and Restorative Justice practices. ➤ Parental/community involvement. 	
Action	Timeline
Finalize 18-19 budget with MPUSD Business Services	May/June 2018
Assess School Site Safety Plan and schedule emergency drills for SY18-19, noting family pick-up/drop-off procedures and visitor protocols	July 2018
Collaborate with ILT to develop ILT, PD and PLC calendar	August 2018
Establish school committees, grade level leads, adjunct duties as well as members roles and responsibilities	August 2018
Establish PBIS Team and Tier I & II goals and practices, schedule monthly meetings	August 2018
Meet with PBIS Tier II Team and calendar bi-monthly meetings	August 2018
Attend TK-5 grade level meetings establishing PLC structure & expected outcomes	August/September 2018 And

	Ongoing
Develop LCAP 2018-19 (distribute and promote)	June 2018
Develop school and grade level goals (incorporate in LCAP)	September 2018
Establish instructional focus and communicate expectations for research-based practices, calendar observation & feedback cycles	September 2018
Establish coaching cycles based on observations, grade level data & action plans	September 2018
Schedule site-based grade level data & differentiation day to review Fall student data, refine goals and develop action plans	September/October 2018
Conduct routine Instructional Coaching cycles and teacher observations	Ongoing
Send weekly staff bulletins with calendar of events & PBIS focus	Ongoing
Send monthly school newsletter with calendar of future events	Ongoing
Be present to greet students/families upon arrival, dismissal, during recesses and lunch to build positive and productive relationships with staff, students and families	Ongoing