

Audubon School
A Commitment to Learning
 Local School Council Principal's Report
 November 17th, 2008

<p style="text-align: center;">Standard 1: School Leadership</p>	<ul style="list-style-type: none"> ➤ Middle school teachers, working with Excel spreadsheets of student performance data from the 2008 ISAT, analyzed results and patterns of performance, and developed action plans to improve student performance in specific areas of the test. ➤ Every classroom has developed an attendance incentive policy. So far, Audubon's attendance rate is 1.0% higher than the same period last school year. Our goal is to increase by 1.4% overall. We have not had a single week of attendance under 95% so far this school year. Last year, November and December were extremely difficult months for attendance. ➤ Eric Fay met with the parent attendance committee and developed ideas for several different community letters, the first of which went out with report cards last week. ➤ I have now observed 15 faculty members. In each post-observation conference, I set goals for improvement with the teacher. ➤ Eric Fay and I have completed one formal observation together, sharing observations of the teacher's performance. The purpose was to coordinate our work and ensure that our expectations are well aligned. Eric will observe each non-tenured teacher by the middle of February, 2009. ➤ On Friday, November 7th, the administrative team met to review the school's progress through the end of the first quarter, review key instructional initiatives, and discuss areas of need schoolwide. The discussion led to agreement upon several actions for each team member to undertake immediately. ➤ I have had several meetings this month with parents interested and concerned about the issue of challenging high performing students. I have synthesized these concerns, and my responses, into a presentation that will be delivered this evening.
<p style="text-align: center;">Standard 2:</p>	<ul style="list-style-type: none"> ➤ 15 faculty members have been observed through the formal observation process that Audubon is

<p>Instructional Leadership</p>	<p>piloting this school year.</p> <ul style="list-style-type: none"> ➤ Prior to the finalization of report cards, I reviewed each teacher’s grade book and made recommendations for improvement, if necessary. For the first quarter report card pick-up, teachers implemented the new policy of providing parents more feedback than before with regards to reading grades. Teachers marked/graded three specific sub-areas of reading instruction to communicate with parents regarding students’ strengths and weaknesses. ➤ In team meetings and professional development workshops I have worked closely with teachers to improve and develop grading policies and practices at the school. Grading students on differentiated work is extremely challenging. While we have made progress in developing systems that are effective and efficient, we will continue to work on this aspect of differentiation. ➤ I met with the PPLC on the 5th of November. The meeting was devoted to the development of the process for faculty input and participation in the extended day discussion that the LSC discussed briefly last month. The faculty did hold a meeting on November the 10th to discuss the concept of extending the school day and elected three teacher representatives. ➤ Roxanne Bowens and Phyllis O’Hara are participating in a three day workshop that will allow them to implement a program in partnership with Adobe. As a part of this program, students in 6th grade will produce short films using Adobe software products. ➤ The Presidential Election Committee (Jennifer Chan, Laura Ferdinandt, Diane Kamil and Margaux Tuck) planned a schoolwide election exercise. Every student in the school cast a ballot for president. Class room votes were then tallied, and Electoral College votes assigned to each class based upon their votes and an assumed state identity. The event culminated in a schoolwide assembly where Audubon’s students elected Barack Obama President. ➤ All teachers turned in a sample of student writing to me at the end of October. Teachers reflected upon each of three different student samples that they selected to share with me, focusing on what the students already know, and what students need to learn next.
<p>Standard 3: Student-Centered Learning Climate</p>	<ul style="list-style-type: none"> ➤ The parent Inclusion Committee has focused their efforts on Inclusion Week, which will be the first week of December. Specifically, the committee has chosen to support the schoolwide focus on violence and aggression. In a letter sent home with report cards, parents were informed about the

	<p>school's efforts in this area and asked to watch a 30 minute segment of TV and note incidents of teasing and physical violence.</p> <ul style="list-style-type: none"> ➤ All students in grades 6-8 participated in a day of team building exercises at NEIU in early November. Students worked in teams of 10 to complete challenges and solve problems. Students and staff felt that the day was a fantastic opportunity. ➤ I have asked parent Judy Sickle to develop posters that will go up throughout the school providing the schoolwide definition of violence and aggression. These posters will help to build a common vocabulary and understanding among all members of the Audubon community, and are symbolic of the staff's unity in confronting the issue of teasing, bullying, and aggression. ➤ Eric Fay has started a "100%" program to encourage student attendance. Each day that a classroom has 100% attendance, teachers are asked to post a small poster in their window to announce this fact. ➤ Parent volunteer Renato Medina has volunteered to coach the boys' basketball teams. Audubon will field two teams, a fifth and sixth grade team and a seventh and eighth grade team. Games start in January. I will also work with the team during the season.
<p>Standard 4: Professional Development and Human Resources Management</p>	<ul style="list-style-type: none"> ➤ Teachers in grades 2-5 participated in an in-service workshop led by Erikson Institute staff to improve Audubon's implementation of the Being a Writer curriculum for writing instruction. ➤ All mentors and mentees participated in a lunch meeting focused on preparing new teachers for parent conferences. Experienced teachers shared ideas and tips for new teachers to help them conduct conferences in a helpful and informative manner. ➤ On November 7th teachers participated in a workshop focused on the Excellence in Teaching pilot program to improve teaching through new observation and evaluation protocols. ➤ On November 10th teachers participated in small group workshops which varied by grade level. Topics included differentiation for high performing students in mathematics, science unit implementation, ISAT reading extended response preparation, use of lap tops and projectors in classroom instruction, and grading practices and policies. ➤ On November 10th, teachers participated in the third meeting of professional book clubs that all staff are participating in this school year.

	<ul style="list-style-type: none"> ➤ Linda Bendixen, a 4th grade teacher's assistant, resigned effective November 14th. I have interviewed and hired a replacement that will begin as soon as her background check is completed by the Board.
<p style="text-align: center;">Standard 5: Parent Involvement and Community Partnerships</p>	<ul style="list-style-type: none"> ➤ IBM has followed their donation of two lap top computers with the donation of 12 new desktop computers to the school. These computers will be imaged and placed into classrooms as soon as possible. ➤ Redmoon artists and cooperating teachers will present a mid-year artistic installation in the first floor hallway that will represent each classroom's progress towards the end-of-year spectacle. The installation will be complete on November 21st. ➤ I continue to be active on the Inclusion Committee. Mr. Fay has initiated meetings with a parent committee focused on attendance issues. ➤ I have written two separate letters home to parents since the last LSC meeting. The practice of sending home monthly calendars continues. ➤ The school literacy committee presented the fall literacy night for parents. The committee consisted of Megan Whitney, Bridgit Nicholson, Laura Ferdinandt, Kerry Duffy, Tonya Harbottle, and Penny Lehman. Teachers' presentations covered the spectrum of literacy instructional strategies for parents and a puppet show for the children. The program was well-attended and very well received. ➤ Audubon hosted four Principals for a Day on October the 30th. PFADs represented local business, elected officials, and business leaders representing Chicago and suburban based businesses. The Principals visited classrooms, read stories to preschoolers, and met with the administrative team to discuss school initiatives.
<p style="text-align: center;">Standard 6: School Management and Daily Operations</p>	<ul style="list-style-type: none"> ➤ The first round of emergency preparedness drills was completed. Students participated in a tornado drill, two lockdown drills, one in the classroom and one in the lunchroom, and a bus evacuation drill. Audubon has also had two fire drills so far this school year. ➤ Eric Fay will present a monthly discipline summary for the LSC. ➤ Working with the PPLC, the administrative team, and the School Climate Committee, Eric Fay has

developed a schoolwide rubric for dealing with misbehavior and assigning consequences. The first draft of this document has been completed and a second draft will be prepared and presented to the LSC at our December meeting.

- I have reached a leasing agreement with TechEXCL for 15 PC laptop computers and 25 PC desktop computers. The laptops will go to teachers and the 25 desktops will all go to the computer lab. Computers from the lab that are in satisfactory condition will then be passed out to the classrooms. All classrooms will receive a media cart, projector, and speakers for use with the laptop computers.