



Santaquin Elementary

Parent Information

Handbook

2017-2018

School Year

Nebo School District

Mission statement

Our mission is to provide each student with quality instruction, learning opportunities and educational environments which inspire classroom success, personal excellence, and responsible citizenship.

Santaquin Elementary's Mission

All Students will learn at high levels

Vision & Values

Everyone Caring

When we care about everyone:

All students are our students

We show interest in them and their successes

Everyone Improving

When everyone is improving:

We focus on "Us" and "We" instead of "I" and "Me"

We have open minds and open communication

Everyone Involved

When everyone is involved:

We work effectively together

We share in the joy of all successes

Celebrate Success

As a school who celebrates success:

We communicate student achievements

We teach students to recognize, honor and celebrate their own successes

Goals

The percent of students in grades 1-3 performing on grade level or making typical progress will improve from 69% to 71% as measured by the DIBELS assessment.

The percent of students in grades 4-6 performing on grade level or making typical progress will improve from 64% to 66%.



Santaquin Elementary

25 S 400 W Santaquin, UT 84655: 801-754-3611: Fax 801-754-3612

Chad Argyle, Principal
Susan Hunter, Secretary
Adrian Villar, Custodian

Mission: All students will learn at high levels.

Vision: Everyone Caring, Everyone Improving, Everyone Involved, Celebrate Success

August 1, 2017

Dear Parents,

On behalf of the faculty and staff I would like to welcome you to Santaquin Elementary School. Santaquin is truly a great place to be. There exists here a sense of community and caring which enriches the educational experience for everyone involved. We will have several staff members new to Santaquin Elementary who are excited to be part of and enhance the great things happening at the school. New staff members are Lauren Casutt, Susan Hunter, Cassie Johnson, Stephanie Ostler, Kayli Weeks, Jennifer Prince, Adrian Villar, Laurel Burrp, Monica Valerio, and Meighan Stevens. These teachers are remarkable and we are excited to welcome them to Santaquin Elementary.

The entire staff is anxious to meet you and your children and to set educational goals in preparation for a successful year. Class work for students **first through sixth** grades will begin Tuesday, August 22, 2017. Our starting and ending times will be the same as last year, 9:00 a.m. to begin and 3:15 p.m. to end every day **except for Monday**. On Mondays we will dismiss school at **2:30 p.m.**

Our Kindergarten classes will start on Tuesday, August 29, 2017. This later start time for Kindergarten students is due to the state's testing program which occurs at the beginning of each year. This year Kindergarten testing will run from Tuesday the 22nd through Monday the 28th. Your child's teacher will contact you with the time for their assessment.

I encourage you to be involved as a volunteer this year. We value your capability as a parent and knowledge in your field of expertise. We have a very active PTA, School Community Council, and Volunteer program. The time you spend in the school may be as little as thirty minutes a week up to the time your schedule allows. Many students simply need the repetition and practice of reading with someone or reviewing basic math facts in order to better understand more difficult concepts.

Besides involvement at the school it is very important for each of us to assist our children with their academic efforts at home. Reading with your child continues to be one of the most powerful ways to help them improve in their reading. We will continue to recognize students who regularly read at home during our "It Pays to Read Assembly".

The PTA is a valued partner at Santaquin Elementary School. Our PTA president this year will be Jamie Weight. I encourage you to support this program through your assistance in any one of the many activities we experience throughout the year.

Sincerely,

Chad Argyle
Principal

School Hours

Kindergarten	A.M.	Tues., Wed., Thurs., Friday	9:00-11:35
		<u>Monday</u>	<u>9:00-11:15</u>
	P.M.	Tues., Wed., Thurs., Friday	12:40-3:15
		<u>Monday</u>	<u>12:00-2:30</u>
Grades 1-6		Tues., Wed., Thurs., Friday	9:00a.m.-3:15p.m.
		<u>Monday</u>	<u>9:00a.m.-2:30p.m.</u>

Bell Schedule

8:55 a.m.	First Bell:	Students are in seats ready to work
9:00 a.m.	Tardy Bell:	Morning Announcements

Lunch schedule

11:10 a.m.-11:45 a.m.....	All Day Kindergarten and1 st grade lunch
11:15 a.m.-11:45 a.m.....	2 nd grade lunch
11:35 a.m. - 12:10 p.m.....	3 rd grade lunch
11:40 a.m. -12:10 p.m.....	4 th grade lunch
11:55 a.m. - 12:30 p.m.....	5 th grade lunch
12:00 a.m. - 12:30 p.m.....	6 th grade lunch

3:15 p.m.School Dismissed

2:30 p.m. Dismissal Time on Monday Early-out Day

Students who arrive at school before 8:30 are to remain outside or in the front office area until the 8:30 bell rings.

Expected School Behavior

- Follow directions the first time given
- Keep your hands, feet, mouth, and objects to yourself
- Always be in the proper place
- Use all materials and equipment properly

Students who comply with expectations help us reach our mission.

Students who chose not to comply may be asked to practice appropriate behavior, report to the office where parents will be called and made aware of the situation, or be part of our School's Skill Building Program. Students referred to this program will have the opportunity to learn strategies for making better choices and practice these strategies before returning to class.

School Lunch

Cost of School Lunch

Student Meals.....	\$2.00
Reduced Student Meals.....	\$0.40
Adult Meals.....	\$4.00
Extra Milk	\$0.50

Cost of Breakfast

Student Breakfast	\$1.50
Reduced Student Breakfast	\$0.30
Adult Breakfast	\$2.00

Lunch Options: School lunch is available the first day of school and is served every day of school. If you prefer, your child may bring a lunch from home. Please put the student name on the lunch container. All meals offer milk, fruits and vegetables and an occasional dessert. The monthly **Lunch Menu** can be found on the districts website at www.nebo.edu (click on Parents, Parent home page, lunch menu)

Breakfast Policy: Breakfast is available the first day of school and is served every school day. Students eating breakfast should begin eating no later than **8:40 a.m.** to ensure they will begin class on time.

Paying for Lunch: Please make payments for school lunch to Santaquin Lunch Department. Our lunch clerk is Barbara Doggins. Her phone number at school is 801-754-5224. If you send money or a check to school to pay for lunch, please place it in an envelope with the student's name. You now have the quick and easy option of paying on line through **PayPams**. To pay on line simply select www.nebo.edu

- Parents
- paypams
- follow the steps you are given
- use a credit card to make payments

PayPams works with the Nebo school district lunch system so all of your children's information will appear once you register one child. You will be able to check account balances and history for all of your children entered.

Lunch Charges: Nebo School District has a "no charge" lunch policy. Please do not ask to charge. When students have a low balance they will receive a stamp to remind parents. If your student comes home with a stamp send money the following day.

Free/Reduced Meals: Online Forms can be found on the districts website at www.nebo.edu (click on parent tab and select the online application form) Confidentiality is strictly maintained. Please note that a new application must be completed each year to remain qualified and **qualifying may help us qualify for Title 1 status which brings significant funding** directly to the school.

Santaquin Elementary Calendar 2017-2018

Open House.....	August 21
School Begins.....	August 22
Kindergarten Begins.....	August 29
*Labor Day-No School	September 4
School Pictures.....	September 6
Staff Development Day- Early Out 12:00 Noon	September 18
*Fall Break.....	October 19-20
SEP Parent Conferences	October 26
Make-up School Pictures	October 18
Term 1 Ends.....	October 27
Term 2 Begins.....	October 30
*Thanksgiving Break- No School.....	November 22-24
*Christmas Break Begins.....	December 22
School Resumes	January 2
SEP Parent Conferences.....	January 11
Term 2 Ends.....	January 11
*District Development Day/No School.....	January 12
*Human Rights Day-No School	January 15
Term 3 Begins.....	January 16
*Presidents Day-No School	February 19
Staff Development Day- Early Out 12:00 Noon	March 5
Spring Pictures	March 7
SEP Parent Conferences.....	March 15
Term 3 Ends.....	March 15
*P/C Comp Day/No School.....	March 16
Term 4 Begins.....	March 19
*Spring Break-No School	April 2-6
Kindergarten Ends.....	May 18
Last Day of School- Early Out 12:00 Noon	May 25

Santaquin Elementary Policies and Procedures

Absences and Tardies

Few factors have greater influence on school success than regular attendance. Regular attendance means that students are in school, on time, every day unless it is absolutely necessary to be absent. When your child will not be in attendance, please notify the school (801-754-3611) by 9:15 a.m. This helps us confirm that each child is accounted for and allows us to prepare make-up work when needed. If we notice an undesirable pattern of attendance or tardiness, we will call to check on the problem. Families of students with excessive absences/tardies will be referred to the Nebo School District's Attendance Officer. Our intent is to solve attendance and tardy problems so students can succeed.

Accidents and Illness

Whenever an accident/illness of a serious nature occurs, we make every effort to contact parents. If we are unsuccessful, we will notify your emergency numbers. Under extreme emergencies, when we are unable to contact these people, we will take appropriate steps to insure the necessary medical treatment is provided.

Santaquin Website

For up to date information, including the monthly Newsletters, lunch menu, fun and educational internet links, and calendar items, please check our website at <http://santaquin.nebo.edu/>.

Bicycles and Scooters

All bicycles and Scooters are to be placed in the bike and scooter racks on arrival at school. Bikes, scooters, and skates (shoe skates/roller blades) are not to be used during school hours. Students should walk bikes and scooters while on school grounds and crosswalks. We strongly encourage children to lock their bikes to the bike rack and scooters to the scooter racks.

Birthday Treats

Utah State Department of Health regulations (R392-100-2 Food Care) prohibit the serving of homemade treats to children at school. If treats are brought to school for activities such as birthdays, class parties, special rewards, etc. they should be commercially prepared items. It is certainly not required or expected that you send treats to school. An alternative to birthday treats may be giving a book to the school's library or classroom.

Checking Students In and Out

If parents need to pick up their children during school hours, **they must come into the office and sign the check-out log.** This may seem like an inconvenience, but it is necessary so we know at all times, where our students are. Students will remain in the office area until an authorized adult signs them out.

Dress Code

Clothing should be modest, neat, and clean. Modesty includes covering shoulders, midriff and back. Short shorts or skirts, or inappropriate messages on clothing do not meet the district dress code standards. Hair may not be colored an unnatural hair color or manifest an extreme cut (mohawks, cutting symbols or designs in the hair, etc.).

Emergency Contact Numbers

Many times during the school year it becomes necessary to contact parents during the school day. Please update your contact information regularly on line at www.nebo.edu, parents, SIS grade/attendance, login to SIS, update student information, or with the secretaries in the office. All numbers are kept confidential and are for school use only.

Emergency Evacuation

Santaquin Elementary School has an emergency plan in place for natural and manmade disasters, such as, earthquakes, fires, dangerous intruders, etc. We regularly practice implementing these plans throughout the school year. In the event of a major disaster affecting the entire community, students will be held at school. Teachers and staff members will also remain at school to care for the students. We will release students only to authorized responsible adults or family members. **Our first option for a meeting area if the school grounds are not safe is the church building located at 500 West 30 South. Our second option is the City Office Building located at 300 West Main.** KSL Radio AM 1160 is our Emergency Broadcast System. It will announce if the school is closed due to inclement weather, safety concerns, etc.

Monthly Incentive Activities

Each month Santaquin Elementary will hold an incentive activity for selected students that have made positive choices, regularly read and turned in their completed reading calendars, and showed improvement in memorizing their basic math facts during the month.

Financial Contributions to our School

Your help is welcomed in offering educational programs and materials for our students. Planning for the year will be based on the donations we receive at the beginning of each school year. The suggested contribution amount for Santaquin School is \$20.00 per student. Your contribution is confidential, tax deductible and very important. All students will take part in every activity planned, regardless of donations. Additional ways you can contribute include box tops, and registering your card for free with Smiths Earn and Learn. We appreciate your help.

Immunizations

In compliance with state law, all students enrolled in a public school must have a completed immunization form on file before admission to school. If you have any questions concerning this regulation, please contact Utah County Health Department at 801-370-8725.

Items Brought to School by Students

Students are not to bring items to school that will distract from learning. Items that could cause injury are also prohibited. Pets are only allowed to come to school for Show and Tell if special arrangements are made with the teacher.

Lost but not Found

To help return lost articles of clothing etc., please **put your child's name on everything he/she brings to school.** Valuable and tiny articles are turned into the office. Larger items are placed in the hallway next to the lunchroom. Lost articles that are not claimed by the last school day before the Christmas break and the last day of school in May will be donated to a charitable organization.

Medication

School personnel cannot give children medication unless a Medication Administration Release Form has been completed and signed by a parent and physician. These forms are available in the office and must be updated each year. In the circumstances where medication will be administered at school it must be sent and kept in its pharmacy container. All medication must be stored in the front office. Medication cannot be kept in backpacks, desks, classrooms, etc.

Recess and Proper Dress

Children need fresh air and exercise. Children should arrive at school dressed for the weather of the day. All children are expected to go outside for recess except in extreme conditions. If your child cannot participate for health reasons, please send a note.

School Community Council

Santaquin Elementary School Community Council (SCC) consists of parents and teachers. The SCC meets six to eight times a year to discuss needs related to the school and coordinate efforts to meet those needs. This includes writing the Trust Land Plan, School Improvement Plan, and Title 1 Plan. The SCC also compiles an annual performance report of the school to be sent to the Nebo School Board. If you are interested in serving on the SCC please pick up an application in the school's office.

Science Fair

Santaquin Elementary students have the opportunity to participate in a science fair. Students will begin their projects in January and be presented in the school science fair early in February. Awards will be presented at the school level and several projects will be selected to enter the district fair.

Student Use of Phone

School phones are for school business. Students will be allowed to use the phone when ill, in case of an emergency, etc. Students will need a phone pass from their teacher to use the phone. Students will be denied the use of the phone to arrange after school plans. Please let your walking students know in advance if you would like them to walk or wait for a ride on rainy, snowy, and/or cold days. I strongly discourage students from bringing cell phones to the school. The use of cell phones can be disruptive to the educational process and are items that are frequently stolen or lost.

Going to and from School (please see the drop-off and pick-up and walking routes maps)

1. Parents with walking students will teach their children the safest and most direct route to take to and from Santaquin School. Children should be taught to walk with a sibling or friend, walk on sidewalks where available, look before crossing streets, cross at corners or marked crosswalks, and refuse all offers from strangers.
2. Parents who drive their children to and from school will use the drop-off and pick-up zone along the west side (front) of the school. Vehicles enter at the North end of the drop off zone and exit at the South end. Please drive slowly, watch out for pedestrians, and have children exit the car from the side nearest the school.
3. Students who ride the bus will be dropped off and picked up on the south side of the school in the Bus Loading Zone. Students are expected to go directly to their bus line when they are dismissed from class, and follow the directions of the loading supervisor. Nebo School District Transportation policy will be followed for bus safety.
4. This plan minimizes the interference and safety hazards of the past by having the parent vehicle traffic separated from the bus traffic.
5. Supervisors will be stationed at the cross walks on 400 West, and at the bus loading zone at high traffic times after school.

Santaquin Teaching and Staff Assignments 2017-2018

Secretaries Susan Hunter Tracy Hamilton

K Keeley Holt Ashley Love Patty Garcia Cassie Johnson Donace Vasquez

1st Becca Dooley Willetta Hogan Kellie Brandley Phil Ekker Dru Tucker Lauren Casutt

2nd Megan Camper Stephanie Ostler Jane Wright Daphnie Black Courtney Miller

3rd Aubrey Hillam Marlayne Harward Thomas DeGraffenried Sydney Smith

4th Mariajose Zaugg Kayli Weeks Krystal Taylor Laura Snelgrove

5th Taryn Brown Hannah Camit Melanie Miller Taylor Snow

6th Judy Rawle Annalyn Greer Andrew Mecham Brian Griffith

Special ED Custodians Angie Craig Jennifer Prince Lynette Bowman Lisa Facer
Adrian Villar Mindi Tyler David Packard Holy Gardiner
Mike Montague Tassie Bettis

Lunch Ladies Barbara Doggins Pam Waters
Speech Lynn Hansen Shea Urie Laurel Burrup

Intervention Specialist Ameer Mandelin Kim Hoschouer Liberty Mortensen

Skill Building Jen Teemant
Psychologist Meighan Stevens
Computers Carla Carter
PE Celesta Nielson
Nurse Laurie Kay
Title 1 Coor. Dayna Vernon
Curriculum Coach Monica Valerio
PTA President Jamie Weight

Counselor Vicki Lyons
Art Kim Laursen
Library Valerie Mecham
Principal Chad Argyle
St. Supervision Michelle Zamora
ESL Amy Stubbs

Santaquin Elementary Trust Lands Plan 2017-2018

The Santaquin Elementary School's School Community Council also develops a Trust Land Plan each year. This plan is used to help the school address the needs of all children at their point of need. A complete copy of the School Improvement Plan and the Trustlands Plan are available in the school office upon request. There are five basic components of the program. They are as follows:

1. Leveled reading books are purchased and used in small group instruction with every level of reader. A variety of genres and styles of books are provided to adapt to the interest of the students. All students will receive balanced literacy instruction from qualified teachers.
2. Many math concepts are taught with manipulatives allowing students hands on experience to make concrete connections to the math curriculum content. These materials are purchased with Trust Land Funds. Grade-level teams will collaboratively use team-made common formative assessments to identify areas where students have not yet achieved mastery.
3. Science materials are purchased to enhance science lessons with hands on experiments directly related to the core science concepts required.
4. Technology will be purchased to enhance teaching and increase learning. Mounted Projection systems with audio enhancement and document cameras will enrich the learning experience for all students in all subject areas.
5. Funds will continually support the continuation of the Professional Learning Community of Santaquin. Professional Learning Communities are collaborative groups generally formed by grade level. They can also include other members of the staff as needed. These PLC's meet each week to collaborate and discuss the progress of students of that specific grade level in both reading and mathematics. The group utilizes the strengths and talents of its members to address the specific needs of the students. The major function of the PLC is to improve teaching, re-teaching, and modify the program to help all students learn at high levels.

School Improvement Plan

Goal #1

This Plan also meets legislative requirements for the Elementary Reading Achievement Plan, Professional Development Plan, and Trustlands Plan.

School Name: Santaquin Elementary

School Year: 2017-2018

Goal: At least 85% of Santaquin Elementary students will read on or above grade level by May 2018 as measured by the Fountas & Pinnell Reading Benchmark System.

District Board Goal: Language Arts

Action Plan(s):

1. Full-day kindergarten will be provided for the lowest entering kindergarten students.
2. Attendance and punctuality will be monitored.
3. Anecdotal notes and running records will guide individual and small group instruction.
4. One-on-one reading tutoring and parent volunteers will be provided to students reading below level using the University of Utah Program using intervention specialists. Grade levels may incorporate reading instruction during LIA (Latinos in Action), Reteach and Enrich and/or Inclusion.
5. Computer software and hardware will be purchased to help identified readers: Success Maker for grades 3-6; Imagine Learning, Waterford software for the lower grade language learners as well; as a tool for ESL students grades K-6, and Raz-kids for grades K-6.
6. Leveled books will be provided to all K-2 students and selected 3-6 students on a daily basis from the take-home library.
7. Reading time outside school will be encouraged and monitored using the Ken Garff Reading Incentive Program.
8. The number of books in the leveled library and take-home library will be increased to include adequate numbers of titles in fiction and non-fiction, as well as varied genres.
9. All students will receive balanced literacy instruction by highly qualified teachers.
11. Teachers will collaborate on best practice for the improvement of reading instruction for individual struggling students.
12. The school library will provide summer hours for students to read and check out books.
13. Reading will continue to be encouraged through Literacy nights, Book Store, PTA Book Fairs, Parents and Pastries, Scholastic Book orders and incentives.
14. Celebrate Dr. Seuss Week in March with literacy activities.
15. Recognize student work in the area of writing on a regular basis and incorporate writing activities or contests. Work will be displayed throughout the school.

Measurements of Success:

1. The Fountas & Pinnell Reading Benchmark System will be used to measure individual student reading progress in grades K-6 three times each year with ongoing running records.
2. The Reading Recovery Observation Survey will be used to identify students for Reading Recovery and measure progress of identified students.
3. The year-end criterion referenced tests will be used to measure proficiency for language arts state standards for grades 2-6.
4. The Nebo District Kindergarten Assessment will be used for pre-assessment to guide instruction and for post-assessment to measure progress. The Nebo District First Grade Assessment will be used to measure growth for first grade students.
5. The school data chart will provide visual tracking of school-wide reading movement.
6. Attendance and punctuality will be monitored through Aspire.

Supporting Professional Development Activities (if applicable):

1. The curriculum coach will train teachers in administering and interpreting the Fountas & Pinnell Reading Benchmark System.
2. The curriculum coach will train teachers in using anecdotal notes and running records to guide instruction.
3. The principal will train teachers in professional learning communities to improve teaching and increase learning.
4. Teachers will participate in literacy book study to improve instruction.
5. The school curriculum coach will provide staff development and individual coaching for all teachers in reading.
6. Focused observations will be provided for teachers in guided and shared reading.
7. Teachers will be encouraged to participate in conferences, workshops, and other literacy training to strengthen their literacy practices.

School Improvement Plan

Goal #2

This Plan also meets legislative requirements for the Elementary Reading Achievement Plan, Professional Development Plan, and Trustlands Plan.

School Name: Santaquin Elementary

School Year: 2017-2018

Goal: At least 50% of Santaquin Elementary students will be proficient (a score of 3 or 4) in mathematics as measured by the state criterion-referenced year-end SAGE test by May 2018.

District Board Goal: Math

Action Plan(s):

1. In grades 3-6, students will use a computer based assessment programs in preparation for end of year testing.
2. Grade-level teams of teachers will map the core curriculum and correlate the core with the mathematics textbook.
3. Grade-level teams will collaboratively use team-made common formative assessments to identify areas where students have not yet achieved mastery.
4. Grade-level teams will provide more time and support for students who have not yet achieved mastery of mathematics core standards, as reteach and enrich and/or peer tutoring.
5. Mathematics materials will be purchased for hands-on learning and additional practice.
6. Each grade-level will recognize students for math-fact mastery.
7. Parents will be informed regularly of student progress.

Measurements of Success:

1. The SAGE tests will be used to measure proficiency for mathematics state standards for grades 3-6.

Supporting Professional Development Activities (if applicable):

1. Teachers participating in focused observations will share best practice with one another.
2. Teachers will participate in Professional Learning Community staff development.

School Improvement Plan

Goal #3

This Plan also meets legislative requirements for the Elementary Reading Achievement Plan, Professional Development Plan, and Trustlands Plan.

School Name: Santaquin Elementary

School Year: 2017-2018

Goal: At least 50% of Santaquin Elementary students in grades 4-6 will be proficient (a score of 3 or 4) in science as measured by the state SAGE test by May 2018.

District Board Goal: College & Career Ready

Action Plan(s):

1. Science materials for K-6 will be purchased to conduct experiments and for classroom instruction.
2. Grade-level teams of teachers will map the core curriculum and correlate the core with the district recommended resource materials.
3. Grade-level teams will collaboratively use team-made common formative assessments to identify areas where students have not yet achieved Mastery. Extra time and support will be provided as needed.
4. A Science Fair will be held for all 4-6 grade students to participate in.

Measurements of Success:

The SAGE summative tests will be used to measure proficiency for science state standards for grades 4-6.

Supporting Professional Development Activities (if applicable):

1. Teachers will be trained in curriculum mapping and common assessments.
2. Teachers will be trained in professional learning communities to improve teaching and increase learning.

School Improvement Plan

Goal #4

This Plan also meets legislative requirements for the Elementary Reading Achievement Plan, Professional Development Plan, and Trustlands Plan.

School Name: Santaquin Elementary

School Year: 2017-2018

Goal: Santaquin Elementary teachers will integrate arts lessons with other core subject areas.

District Board Goal: Arts

Action Plan(s):

1. Students will receive core instruction in visual arts, music, drama, and dance. Visual art will be presented within the building.
2. Teachers will help students prepare and perform a class or grade level performance for peers or parents tied to the core curriculum.
3. Teachers may provide arts opportunities off campus.
4. Students will be encouraged to enter the Reflections contest.

Measurements of Success:

1. Grade-level or class performances or presentations will be held at least one time a year.

Supporting Professional Development Activities (if applicable):

1. District training in each of the Fine Arts areas will take place throughout the school years for all grades 1-6.

School Improvement Plan

Goal #5

This Plan also meets legislative requirements for the Elementary Reading Achievement Plan, Professional Development Plan, and Trustlands Plan.

School Name: Santaquin Elementary

School Year: 2017-2018

Goal: Technology will be used to enhance teaching and increase learning.

District Board Goal: Technology

Action Plan(s):

1. Computer programs will be used to supplement classroom instruction for increased student learning: ALEKS, SAGE, Planet Turtle, and Utah Compose for upper grades. Imagine Learning for all English language learners; mathematics software; Waterford, used for primary grades; and RAZ Kids for K-5.
2. Teachers will use computers, multi-media, Power Point, LCD projectors, chrome books, and document cameras in their instruction. Teachers will instruct students on how to use this same technology.

Measurements of Success:

1. Computer generated reports for each software system will document usage with printouts to teachers.
2. Teachers and students will produce technology products using Power Point, Word Processing, and Prezi.

Supporting Professional Development Activities (if applicable):

Staff development will be provided for specialists in each software system.

School Improvement Plan

Goal #6

This Plan also meets legislative requirements for the Elementary Reading Achievement Plan, Professional Development Plan, and Trustlands Plan.

School Name: Santaquin Elementary

School Year: 2017-2018

Goal: Teachers at Santaquin Elementary will continually learn and use research-based instructional practices to help students become proficient in Utah State Core standards.

District Board Goal: Collaboration

Action Plan(s):

1. Each teacher will participate in vertical and grade level teaming, developing common assessments, curriculum maps, and essential learning outcomes.
2. All teachers will collaborate weekly for the purpose of improving teaching and increasing student achievement.
3. New teachers will participate in the district new teacher induction program.
4. New teachers will be formally mentored and will participate in monthly school-based mentor meetings.
5. The instructional coach will model and train teachers in best practice. Teachers will then be observed implementing best practices and will receive feedback.
6. Teachers will participate in focused observations and formal lesson studies within the school.
7. Teachers will create an annual Professional Growth Plan to support student learning.
8. All teachers will be encouraged to participate in professional development opportunities.

Measurements of Success:

Classroom instructional practices will mirror those modeled practices in language arts, mathematics, and science as determined through formal teacher observations.

Supporting Professional Development Activities (if applicable):

1. The curriculum coach will train teachers in explicit instructional practices.
2. Mentors will train new teachers in mentor meetings and in individual coaching.
3. Professional development will be provided in best instructional practices and collaboration.

School Improvement Plan

Goal #7

This Plan also meets legislative requirements for the Elementary Reading Achievement Plan, Professional Development Plan, and Trustlands Plan.

School Name: Santaquin Elementary

School Year: 2017-2018

Goal: Training will be provided for parents to help them become more effective educational partners.

District Board Goal: Communications & Community Relations

Action Plan(s):

1. Parents will be recruited by the PTA and teachers as classroom volunteers (ie. room moms).
2. Parents will be trained annually, by grade level, during literacy nights in instructional strategies to help their students.
3. Parents of preschool age children will be recruited to participate in a Kindergarten readiness class.
4. Parent information meetings and SEP's will provide parents the opportunity to visit with the teacher and to help encourage communication.
5. Parents will receive regular communication concerning their child's academic progress.

Measurements of Success:

1. Attendance to the above action items will be monitored.

Supporting Professional Development Activities (if applicable): NA

School Improvement Plan

Goal #8

This Plan also meets legislative requirements for the Elementary Reading Achievement Plan, Professional Development Plan, and Trustlands Plan.

School Name: Santaquin Elementary

School Year: 2017-2018

Goal: Santaquin students will have a safe school environment.

District Board Goal: Student Support Services

Action Plan(s):

1. Santaquin students will be provided with a safe walking route to and from school.
2. The Positive Behavior Support program will be used to teach and reinforce explicit social skills and school rules. This will be addressed at an assembly during the first week of school.
3. Mentors will be provided for at-risk students through a mentor program. This is currently the Legacy Mentor Program for 2nd through 6th grades.
4. Attendance and punctuality will be monitored. Rewards for 100% attendance will be issued each term. Parents will be notified to make them aware of attendance issues.
5. Recognize and display exceptional student work.
6. Emergency drills will be held on a regular basis.

Measurements of Success:

1. Office referral data will be used to assess the effectiveness of behavior interventions.
2. Attendance and punctuality will be tracked for improvement.

Supporting Professional Development Activities (if applicable):

School staff will be trained in the Positive Behavior Support program.

Santaquin School Student Pickup Map and Procedures

For student pickup after school, parents may park and wait in areas marked with cars. If you need to access Main Street after picking up your child, please drive along 100 South to 200 West or further east for access. Please do not park in the bus zone or crosswalks. Students should cross the street only at designated crosswalks.



