



# Lincoln Public Schools

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To: School Committee  
From: Mary Sterling  
Re: Report on Summer Curriculum and Professional Development  
Date: September 8, 2010

From the moment school let out in June until late August just before students returned, Lincoln Public Schools faculty and administrators were actively involved in professional development and curriculum work. About 200 summer contracts were awarded for participation in eighteen projects ranging from summer learning about Prek- 8 writing instruction to the orientation of new middle school math teachers to *Impact Mathematics*. Funding for these projects came from federal grants, the LPS FY10 budget (projects before July 1<sup>st</sup>) and the LPS FY11 budget. In addition, the Lincoln School Foundation funded some projects aimed at developing curriculum and building teacher expertise. Finally, the curriculum office was busy this summer implementing revisions and preparing new Lincoln Learning Expectations for our website.

As has been true in the past, the district-funded summer work projects were organized to address district goals and serve two purposes: to continue building on initiatives already begun in the district and to start work on new initiatives slated for the coming school year. The chart at the end of this document lists all district projects by number, title, purpose, and faculty participation. Highlights of some significant projects are described below.

- ◆ **Pre-K-8 Writing Initiative** (#1, 2, 3, 8, & 10) Five projects supported this major new initiative for the district. In late June, 58 K-5 teachers and literacy specialists attended summer writing institutes, led by our ELA content specialist, Judy Merra. The focus was the use of Writers Workshop, a model for differentiating writing instruction. Teachers were also involved in preparing the Common Assessments in writing which are aligned with the Lincoln Learning Expectations in composition. Several middle school teachers attended sessions on writing at the Wayland Literacy Institute. The preschool teachers revised and completed their work on learning expectations in literacy which include early writing skills. Finally, Judy Merra met with a literacy specialist from each campus to begin the work of developing a district writing guide for teachers. This guide will be a resource for teachers and will help ensure common instructional and assessment practices across the district.
- ◆ **Foreign Language in Elementary School (FLES)** (#12) This project was an opportunity for our content specialist in Foreign Language, Karena Hansen, to involve both the returning and new FLES teachers in the redesign of Spanish instruction to include grade 3 next year. The three teachers developed plans for grade 3, re-calibrated grade 4 and 5 instruction and student outcomes, and anticipated the possibilities for program development in middle school as students move up through the grades with greater proficiency.
- ◆ **Teacher Web Page Design** (#13) Instructional Technology Specialists Mark McDonough and Monica Albuixech led sessions on each campus for teachers to learn the basics of creating a webpage on our school website. The initiative to use our new school website as a location for teacher web pages began last year and will continue in the coming year. Teachers who have completed basic training will have opportunities next year to increase their skills in building and using web pages. It is our goal to have all of the teachers and administrators to have a presence on the website in order to support communications.

- ◆ **Developmental Design in Middle School (#14)** Principal Sharon Hobbs, teams of teachers from grades 5 and 6, and additional middle school faculty from grades 7 and 8, specialist subjects, and special education participated in a week-long regional training in Developmental Design in Hudson, MA. This was the beginning of a new initiative to strengthen school culture and provide continuity for social and emotional development which begins through the Responsive Classroom in elementary grades. This group of teachers will use what they learned with fifth and sixth grade students and share progress with other teachers to lay a foundation for moving the program into the upper grades.
- ◆ **Leading the Data Process (#16)** All four principals, the assistant superintendent, and almost every teacher leader in the district participated in an intensive one-day session on the collaborative use of data to inform instruction and improve learning. The goals of the day were to increase the teacher leaders' capacity to lead high-functioning teams in working with data and to add to the teacher leaders' understanding of assessment terms, concepts, and strategies. The summer session built on the data process that was used last year with Common Assessments and prepared leaders to continue the work with their teams in the year ahead.

The Lincoln School Foundation funded five projects which involved 18 teachers in curriculum and professional development over the summer. Two projects enhanced the elementary science curriculum at grades K and 4; one project addressed non-fiction reading at the third grade level, and one project focused on facilitating second graders' understanding of death and grief. A final project involved 10 teachers in learning about Web 2.0 tools from our Instructional Technology Specialist, Cindy Matthes. Teachers were universally enthusiastic about the opportunity provided by the Foundation for ongoing learning and curriculum development during the summer.

Finally, another aspect of work accomplished during the summer deserves mention. During the spring, many teachers worked on the existing Lincoln Learning Expectations to refine the Key Outcomes and to align them with Common Assessments. Also, new Expectations were written for Drama, Preschool, Science Enrichment, 6-8 Mathematics, and K-5 Social Studies. Over the summer, assistant superintendent, Mary Sterling, reviewed all documents for final editing and administrative assistant, Suzette Brydie, reformatted the Lincoln Learning Expectations and incorporated all edits. By early September, webmaster Mark McDonough re-posted all the Lincoln Learning Expectations that had been revised over the summer. Through the school website, the core of our curriculum is now easily accessible to faculty, administrators, parents, and the wider community.

## Summer Work Projects 2010

Each year, the Lincoln Public School district supports curriculum development and professional development for teachers by funding projects, training, and courses for teachers during the summer. This summer, we supported key initiatives that were part of the 2009-10 district goals so that continued implementation of those initiatives would be well supported in 2010-11.

#	Time	Event	Purpose	Participants
<b>June</b>				
1	6/24 & 6/25	Gr. K-2 Summer Writing Institute	Focus on Writer's Workshop as a differentiated model, developing mini-lessons based on criteria for successful primary grade writing	28 Lincoln and Hanscom classroom and special education teachers
2	6/28 & 6/29	Gr. 3-6 Summer Writing Institute	Focus on Writer's Workshop as a differentiated model, developing mini-lessons based on criteria for successful intermediate grade writing	30 Lincoln and Hanscom classroom and special education teachers, gr. 3-6
3	6/29 & 6/30	Wayland Literacy Institute (Wayland, MA)	Reading, Writing, and Revising in middle school	3 Lincoln and Hanscom classroom and special ed. teachers, grades 7-8
4	6/30	Standards-Based Reporting System	Steering Committee meeting to continue planning for K-5 reporting system	2 ELA and Math Content Specialists; 3 administrators
5	6/24	6-8 Science Curriculum	Develop and refine science units of instruction and common assessments	4 Lincoln and Hanscom Science teachers gr. 6-8; 1 consultant
6	6/24	Wellness: middle school health	Develop and refine unit on Reproduction and Sexuality; map out Wellness curriculum for grades 6-8	3 Lincoln and Hanscom Wellness teachers gr. 6-8
7	6/30 & 8/26	Kindergarten Math	Complete development of extension and assessment projects for Kindergarten math	5 Lincoln and Hanscom K teachers and math specialists
8	6/24 & 6/25	Preschool Literacy	Develop Preschool Literacy Learning Expectations and curriculum	9 Preschool teachers; 1 administrator
9	6/30	NAEYC – Lincoln	Prepare materials; plan assessments	3 Lincoln Kindergarten teachers

#	Time	Event	Purpose	Participants
<b>July &amp; Aug</b>				
10	8/11 & 8/12	Writing: district program guide	Develop K-5 writing program guide for use by teachers	3 Lincoln and Hanscom literacy specialists; ELA content specialist
11	7/19-23	Responsive Classroom	Five fundamental practices of Responsive Classroom	18 Lincoln and Hanscom elementary teachers; 1 consultant
12	7/1	Foreign Language in Elementary School (FLES)	Development of grade 3 curriculum and revision of program at grades 4 & 5	3 Lincoln and Hanscom FLES teachers
13	7/9 & 8/26	Teacher web pages	Basic training in how to create a teacher web page	26 Lincoln and Hanscom teachers
14	8/2-6	Developmental Design in Middle School (Hudson, MA)	Integration of social with academic curriculum at middle school level	12 Lincoln middle school teachers; 1 administrator
15	8/26	Middle School Math training	Introduction to <i>Impact Mathematics</i>	3 Hanscom math teachers and math specialist; 1 consultant
16	8/23	Leading the Data Process	Build on data work of past year to plan data and team work for 2010-2011	29 K-8 Lincoln and Hanscom curriculum and team leaders; 5 administrators
17	1 day	New curriculum development	One day opportunities for teachers to develop aspects of curriculum and Learning Expectations that will be new in 2010-11	9 Hanscom and Lincoln teachers in Social Studies, ELA, Science Enrichment, Engineering, Math