

San Francisco Unified School District

Cabrillo Elementary School

**School Site Plan for 1998-99
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**Analysis of Current Conditions
for
Cabrillo Elementary School**

District Goals & Superintendent's Priorities	Level of Need	Source
1.0 To improve teaching and learning to enhance the academic achievement of all students.	<input type="radio"/> Hi <input type="radio"/> Low <input type="radio"/> Med <input type="radio"/> n/a	CTBS, portfolios. parent and teacher input
1.1 The achievement level of African American, Latino and ELL students will be raised to the 50th NCE by spring of 1999, and for Special Education students not exempted from testing through the IEP and all youngsters of poverty by spring of 2000.	<input type="radio"/> Hi <input type="radio"/> Low <input type="radio"/> Med <input type="radio"/> n/a	CTBS, Brigance, Integrated Writing Assessment
1.2 SFUSD has achieved a bottom quartile that is very near normal now. Emphasis will be on the next higher quartiles and we will begin to move the achievement/performance of quartiles two and three.	<input type="radio"/> Hi <input type="radio"/> Low <input type="radio"/> Med <input type="radio"/> n/a	CTBS, Brigance, Intergrated Writing Assessment
1.3 Raise the performance and enhance experiences in the Gifted and Talented (GATE) program.	<input type="radio"/> Hi <input type="radio"/> Low <input type="radio"/> Med <input type="radio"/> n/a	CTBS, Integrated Writing Assessment
1.4 Continue to improve educational technology.	<input type="radio"/> Hi <input type="radio"/> Low <input type="radio"/> Med <input type="radio"/> n/a	
1.5 The Language Academy will begin demonstration programs at several sites throughout the city.	<input type="radio"/> Hi <input type="radio"/> Low <input type="radio"/> Med <input type="radio"/> n/a	Inservices, shared instruction, teacher input
2.0 To improve staff, parent and community participation in the educational process.	<input type="radio"/> Hi <input type="radio"/> Low <input type="radio"/> Med <input type="radio"/> n/a	school priority
3.0 To maintain school environments that are safe, secure and attractive.	<input type="radio"/> Hi <input type="radio"/> Low <input type="radio"/> Med <input type="radio"/> n/a	see SAARc, school priority
3.1 The Building and Grounds and Facilities Planning departments will integrate and enhance the District's efforts to build, rebuild and maintain adequate facilities throughout the District.	<input type="radio"/> Hi <input type="radio"/> Low <input type="radio"/> Med <input type="radio"/> n/a	school priority. parent surveys
4.0 To build a school environment that is fully integrated in all its programs and activities and provides equal opportunity for all students.	<input type="radio"/> Hi <input type="radio"/> Low <input type="radio"/> Med <input type="radio"/> n/a	school priority, technology grant
5.0 To improve and expand the Early Childhood Education Program and integrate it into the K-12 Program.	<input type="radio"/> Hi <input type="radio"/> Low <input type="radio"/> Med <input type="radio"/> n/a	teacher inservices, teacher input
5.1 The Early Childhood Education program will improve instruction that develops readiness for learning in the child's crucial years.	<input type="radio"/> Hi <input type="radio"/> Low <input type="radio"/> Med <input type="radio"/> n/a	teacher inservices, teacher input, parent surveys
6.0 To increase and expand inter-agency collaboration to better serve our students.	<input type="radio"/> Hi <input type="radio"/> Low <input type="radio"/> Med <input type="radio"/> n/a	teacher input, IEP
6.1 Youth Development and Coordinated Services will align and provide services that support youth in Beacon or "one-stop" schools.	<input type="radio"/> Hi <input type="radio"/> Low <input type="radio"/> Med <input type="radio"/> n/a	

Analysis of Current Conditions
for
Cabrillo Elementary School

District Goals & Superintendent's Priorities	Level of Need	Source
6.2 Expand our school-to-career components, both within the SFUSD and with our external partners, so that school-to-career is fully integrated into each high school student's experience.	<input type="radio"/> Hi <input type="radio"/> Low <input type="radio"/> Med <input type="radio"/> n/a	

Cabrillo Elementary School

Modified on 06/04/97-07:28

1. All children at Cabrillo School shall develop the necessary skills in the basic academic areas to insure future success. They should be able to apply these skills according to their abilities in a variety of life situations. In addition, they should have the skills, understanding and appreciation in the areas of art, music and physical education that will enable them to extend and enrich their life experience.

2. All children at Cabrillo School should respect themselves and others as unique people, as well as respecting their environment. Students have a personal responsibility along with the total school community for keeping our environment safe, clean and attractive. Our students should be capable of independent thinking and of making decisions that will wisely affect themselves and their environment.

3. Parents shall be valued as partners in their children's education and will be informed of school activities for maximum participation. They should be highly visible and supportive of the school's programs.

**Priorities for
Cabrillo Elementary School**

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Priority # **A** *Date Modified* 3/20/99

Priority ***Implement and adapt new Language Arts/Reading Program to improve the academic achievement of all students.***

Objectives

Improve basic reading skills of all children in order to raise the level of comprehension to the fortieth percentile by the spring 99. Integrate and emphasize language literacy in core subjects.

Measures

portfolios, parents/teachers/students survey, CTBS, STAR, lesson plans, writing rubrics, writing samples

Priority # **B** *Date Modified* 3/20/99

Priority ***Continue to improve parent communication and involvement in all areas of the school program.***

Objectives

to increase parent involvement by 10% in all areas of the educational process, as volunteers, committee members, etc.,

Measures

conference surveys, sign-in sheets, calendar of school activities

Priority # **C** *Date Modified* 3/20/99

Priority ***Implement Safe School Plan.***

Objectives

Improve the health and safety of students and staff. Improve interior and exterior school environment.

Measures

Parent/student/teacher surveys. lesson plans, agendas, inservices, student assignments, staff observations

Cabrillo Elementary School

All Students

(Estimated Dollars for these Activities)

Priority A Implement and adapt new Language Arts/Reading Program to improve the academic achievement of all students.

Activity No.		Goal/ Supt's Priority
A 1	1. Faculty and other support personnel (Paraprofessional, student advisor, Computer resource aide) will participate in at least three site-based "student release" professional development days (in addition to district wide release days) for inservices in Reading/Language Arts . (\$D, SBCP, Title I)	1.0
A 2	2. Teachers and administrators will commit time for discussion and planning for language art and related core curriculum, which includes sharing of professional development activities. Materials will be purchased (books, computer software) (\$ D, SBCP, Title I)	1.0, 4.0
A 3	3. Gate clusters are involved in a challenging curriculum: decision making math, critical thinking skills, open-ended projects, problem solving techniques and strategies, independent and/or cooperative research study, peer tutoring, and perform leadership roles in class and school. (\$D, GATE, SBCP, Title I)	1.0, 4.0
A 4	4.Students will produce writing samples for portfolio evaluations, based on a rubric and which will be used at parent conferences. (\$D, SCCP, Title I)	1.0, 4.0
A 5	5. All Gate, Bilingual, at-risk, Special Ed/., students will be provided with equal access to the core curriculum through additional assistance, i.e., computer Language Arts lab, oral and written language development by the Computer Resource aide, volunteer tutors, paraprofessionals, student advisor and special programs such as CA Poets in the School. (\$D, SBCP, Title I)	1.0, 4.0
A 6	6. Students (at risk, Special Ed., Bilingual, Gate) work in coherent units lasting one to six weeks and are multi-day lessons with multiple instructional objectives. Core subjects ideas are interconnected, multi- operational, open-ended and viewed in different contexts, and require students to be responsible for thinking and developing oral and written language related to the content areas. Use of computers will be encouraged. Materials, including capital equipment will be purchased to support this activity. (\$D, SBCP. Title I)	1.0, 4.0
A 7	All students will study dance, drama, music and visual arts in a multi- cultural setting to aid and increase comprehension and to better develop multi-cultural literacy. Materials including capitol equipment will be purchased. (\$D, SBCP, Title I)	1.0, 4.0
A 8	8. Teachers will attend subject matter workshops and professional development conferences in order to maintain an awareness of curriculum resources supporting the language arts framework. Funds will be allocated for workshops, substitute teachers and for the purchase of instructional materials. (\$D, SBCP, Title I)	1.0
A 9	9.Community and parent resources will be used to implement the language arts and core curriculum programs. (\$D, SBCP, Title I)	1.0, 2.0, 4.0, 6.0

Cabrillo Elementary School

All Students

(Estimated Dollars for these Activities)

A 10	10. Teachers and administrators will commit time for discussion and planning for language arts which includes sharing of professional development activities. Materials will be purchased as needed. Release time will be provided.(\$D, SBCP, Title I)	1.0
A 11	10. All students will participate in field trips utilizing community resources in order to increase knowledge of other cultures and provide an integrated curriculum. These activities will be used as a springboard to stimulate reading and writing. (\$D, SBCP, Title I)	1.0, 6.0
A 12	11. Students will learn Language Arts utilizing a thematic approach with learning expectations, outcomes, scope and sequence. Language arts will be intergrated with the core curriculum for more effective learning. Materials will be purchased as needed. (\$D, SBCP, Title I)	1.0
A 13	12. Students will be taught higher order thinking skills using different strategies for different learning styles: i.e., cooperative learning, small group, independent, research, etc. Materials will be purchased as needed. (\$D, SBCP, Title I)	1.0, 4.0
A 14	14. Students will benefit from the school's participation in GALEF which focuses on multiple intellegences & integrates the arts with all other curriculum areas, especially the new Language Arts program. Inservices are planned. (\$D, SBCP, Title I)	1.0, 4.0
A 15	Students and parents will be involved in a Spring Art/Language Arts Fair to demonstrate activities reflective of the school program, to intergrate visual and performing arts with Language Arts experiences, to extend Language Arts learning at home and to support and assist the Language Arts program with parent involvement. Materials will be purchased(\$D, SBCP, Title 1)	1.0, 2.0, 4.0

Cabrillo Elementary School

All Students

(Estimated Dollars for these Activities)

Priority B Continue to improve parent communication and involvement in all areas of the school program.

Activity No.		Goal/ Supt's Priority
B 1	1. Increase parent interest and involvement with class and monthly newsletters. Promote a clear two-way communication between school and family regarding the school programs and childrens' progress. (\$D, SBCP, Title I)	2.0
B 2	2. Students will participate in individual, school and/or community service projects, utilizing parent and community resources when possible. (\$D, SBCP, Title I)	2.0, 6.0
B 3	3. The parent group and principal will survey parents to determine workshop needs, interests and areas of involvement. Translations will be provided.	2.0, 4.0
B 4	4. A parent handbook and discipline handbook will be available to parents with expectations that will insure a safe, secure and attractive environment. (\$D)	2.0, 3.0
B 5	5. Schedule performances, demonstrations, presentations to encourage parent attendance: class performances of song, dance, drama, school curriculum fair and culminating unit activities. (\$D, SBCP, Title I) Materials including capital equipment will be purchased .	1.0, 2.0, 4.0
B 6	6. Parents will be encouraged to volunteer on site as tutors, class parents, computer assistants, library volunteers and to attend field trips with the class.	1.0, 2.0
B 7	7. Professional parent materials, pamphlets, booklets will be purchased and distributed on subjects such as: parenting tips, homework, school conferences, television(Title 1)	2.0
B 8	8. Workshops will be conducted for parents to familiarize them regarding multiple intelligences- DWOK program and "Literacy Place".	1.0,1.1,1.2,1.3, 2.0,4.0

Cabrillo Elementary School

All Students

(Estimated Dollars for these Activities)

Priority C Implement Safe School Plan.

Activity No.		Goal/ Supt's Priority
C 1	1. Work with student council to develop student anti-litter and graffiti campaign schoolwide. Students will help maintain upgraded and replanted gardens, participate in recycling and litter patrol. (\$D)	3.0
C 2	2. Implement Emergency plan. Staff will work on Emergency and Crisis Response teams, develop understanding of responsibilities and emergency procedures. Conduct a schoolwide drills on our emergency response, evacuation etc. Materials will be purchased to support this activity. (\$D,SBCP)	3.0
C 3	3. Implement Health in Action curriculum, through staff development orientation, planning meetings and employing community resources. Utilize Visual and Performing Arts to develop student art and assemblies emphasizing safety.(\$D,SBCP,Title1)	3.0
C 4	4. Collaborate with neighborhood improvement groups to help keep grounds safe and attractive, including weekend watches for vandalism, graffiti, dogs etc.	3.0,6.0
C 5	5. Cabrillo staff will review classroom, yard and safety rules with students. Emphasis will be placed on cleanliness and school pride. Assembly programs will emphasize safety, school pride, multicultural activities and other related activities. (\$D,SBCP,Title1)	3.0

Cabrillo Elementary School

All Students

(Estimated Dollars for these Activities)

C 6	6. Conduct workshops for staff to develop knowledge and adapt skills from conflict resolution curriculum to meet our student and school needs. Materials and consultant time will be purchased. (\$D, SBCP, TITLE I)	3.0,6.0
C 7	7. Students in all grades will receive monthly recognition for academic and behavioral improvement with a "Student of the Month" program.(\$D,SBCP,Title1)	3.0
C 8	8. Principal, staff will monitor Building and Grounds to improve physical plant and grounds.	3.0
C 9	9. Parents of students with discipline problems will work closely with teachers, student advisor and the principal to find solutions.	1.0, 2.0, 3.0
C 10	10. Cabrillo staff will make referrals to Community agencies to obtain counseling for families of students who require it. The Community Aide will assist the staff, children and parents. (\$SBCP, Title I, Consent Decree)	1.0, 2.0, 4.0, 6.0
C 11	11. Students with behavior problems will be referred to the Student Study Team to discuss/develop intervention strategies. Community aide will co-ordinate meetings and make appropriate referrals and identify community agencies. (\$SBCP, TITLE 1, Consent Decree)	1.0,3.0,6.0

Cabrillo Elementary School

All Students

(Estimated Dollars for these Activities)

Priority O

Activity No.		Goal/ Supt's Priority
O 1	1. NEP/LEP students will receive additional aid from the Computer resource aide, and/or paraprofessionals and volunteers in English and their Primary Language when possible. (\$SBCP, Title I, District)	1.0, 4.0
O 2	2. All students' comprehension and critical thinking skills will be improved through use of supplementary workbooks and individual science journals. (\$D,SBCP, Title I)	1.0
O 3	3. Students will write on a regular basis and their work will be edited as needed. (\$D,SBCP, Title I)	1.0, 4.0
O 4	4. Gate children will have the opportunity to use problem solving, decision-making and critical thinking skills in their classrooms. (\$D and GATE)	1.0, 4.0
O 5	5. In order to participate successfully in school and community, and have access to the core curriculum, the skills of LEP students will be improved by having the ELD teachers work with the paraprofessionals to develop activities in English, (using District adopted and approved ESL materials), Sheltered English and primary language. Materials will be purchased.(\$D SBCP, Title I and D)	1.0, 4.0
O 6	6. Refer identified students to Student Study Team for review and recommendations of teaching strategies.(\$D)	1.0, 2.0, 4.0
O 7	7. The students in the Bilingual, RSP, ELD, GATE AND regular classes will benefit from teachers working together (grade level and other meetings) to improve student skills.(\$D AND SBCP, Title I)	1.0, 4.0
O 8	8. In science all students will have the opportunity (through implementation of science kits and learning units), to develop concepts and skills using varied instructional methodology.(\$D)	1.0, 4.0
O 9	9.All staff, (k-5), including ELD, Bilingual, ESL and GATE, will meet and collaboratively plan for a coordinated and articulated instructional program,and to share effective teaching strategies and proven discipline practices for all students, particularly in the areas of academic gain, personal growth and career awareness.(\$D, SBCP, Title I)	1.0, 4.0
O 10	10. SAC, BAC and SSC will have input in improving, planning, implementing and evaluating the planned SBCP and Title I program. Modifications to the program will be made as necessary.	2.0
O 11	11.The school staff will work with the Educational Placement Office to establish classes that adhere to the desegregation guidelines of the district.	4.0
O 12	12. A school wide Student Council composed of representatives from grades 1-5 will be established. (\$D)	3.0, 4.0

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O 13	13. All classes will be involved in a music and art program, paid for by district arts grant and/ or other grants and the PTA., to be used as a means of integrating visual and performing arts into language arts, science, social studies and math curriculum.(\$D, SBCP, Title I)	1.0, 4.0
O 14	14. Copies of the Consent Decree Philosophical Tenets will be distributed to the staff and discussed at a faculty meeting. Strategies will be identified that operationalize these tenets at this site.	4.0
O 15	15. The principal and staff will work cooperatively to ensure that these tenets are appropriately implemented. A survey will be made to determine the extent to which these tenets are followed.	4.0
O 16	16. The staff will identify strategies that operationalize these tenets at the site. The principal and staff will work together to assure that these tenets are appropriately implemented.	4.0
O 17	16. A survey of the staff will be made to determine the extent to which the tenets are followed. The plan will be reviewed by all and modified as necessary.	4.0
O 18	17. Parents/Guardians of absent students will be called on a daily basis. Students who are going on trips with parents will be placed on an Independent Studies Program. At Back to School nights, the importance of regular attendance and punctuality will be stressed.	2.0
O 19	18. The non-English speaking parents will be contacted (as much as possible) in their native language to inform them of the school's concerns.	1.0, 4.0
O 20	19. Parents of at-risk Special Education students will be contacted by the student advisor and the principal. The RSP will work directly with these children in the classroom. (\$D)	1.0, 2.0
O 21	20. Cabrillo staff will initiate special projects to raise student consciousness regarding protection of the environment (i.e., Earth Day, Clean-Up Week, Litter Patrol,etc). Students in Grade 4 will participate in a "Broom Brigade" several times a year. Most classes are recycling all used papers.	2.0, 3.0
O 22	21. All students will participate in cross-cultural activities, (literature, art, social studies, field trips, visitors) designed to increase the awareness and respect for individual differences. (District, SBCP, Title I)	1.0, 4.0
O 23	22. All LEP, EDY and Special Education students will participate fully in all school activities, such as assemblies, field trips and special programs.(\$ D, SBCP, Title I)	1.0, 4.0
O 24	23. A GATE parent will be solicited to serve as school representative on GATE parent council and will attend regular meetings in order to liaison with other site parents. In addition, GATE parents will be included in the assessment process for the program.	1.0

Cabrillo Elementary School

All Students

(Estimated Dollars for these Activities)

O 25	25. EDY students will receive additional help in small group settings in language arts and math by Computer Resource aide, elementary advisor and/or paraprofessional. (\$SBCP, Title I, D)	1.0, 4.0
O 26	25. All identified LEP students will be provided with an ESL curriculum which will allow students to acquire English at a pace appropriate to their age and developmental level and which includes listening, speaking, reading and writing. Supplementary materials will be purchased for these activities in addition to District adopted and approved ESL materials.(\$D, SBCP, Title I)	1.0
O 27	26. All GATE, Bilingual, EDY, Special ED, and at-risk students will be provided equal access to the core curriculum through additional assistance.(i.e., computer math lab, oral and written language development, tutoring by volunteers, paraprofessionals, student advisors and special programs. (\$D,SBCP, Title I)	1.0
O 28	27. Students will participate in a career awareness program using guest speakers (parents, SF Bar Association, police department, etc.,) during the school year. (\$D)	1.0, 2.0, 6.0
O 29	29. Students, (including NEP/LEP, EDY, at-risk, GATE, Special Ed.) will benefit from an oral and written language program using computers and supplementary materials planned and implemented by the Computer Resource aide.(\$SBCP, Title I)	1.0
O 30	30. A contract for Savin copier, a phone line and a leased Xerox copier will be paid for from Special Funds. (\$SBCP, Title I)	1.0, 2.0
O 31	30. Teachers/aides will attend inservices and workshops on a variety of subject matter as recommended by the SFUSD. (\$D, SBCP, Title I)	1.0
O 32	31. On going evaluation of all students will be based on classroom performances, student attendance and portfolios. These evaluations will be shared at parent/teacher/student conferences. Yearly evaluations will be based on gains in CTBS scores (\$D)	1.0, 2.0, 4.0
O 33	32.Development of performance based assessment w/ rubric using curriculum standards. Use of journals, social studies portfolios, oral reports, essays, student interviews, teacher observations. (\$D, SBCP. Title I)	1.0
O 34	33. Students will participate in the process of creating and applying standards for quality work. (\$D, SBCP. Title I)	1.0
O 35	34. Inservice on student led parent conferences, and continue active participation in authentic assessment workshops. Share information with staff at meetings. (\$D. SBCP. Title I)	1.0
O 36	35. In order to involve the parents in the assessment process, staff will develop a parent observation guide in one subject area to be used in conjunction with a portfolio. (\$D, SBCP, Title I)	1.0

Cabrillo Elementary School

All Students

(Estimated Dollars for these Activities)

O 37	37. Clerical support will be provided to assist with administrative tasks such as record keeping, parent communication, purchasing, processing k-resolutions, conference forms, substitute requests and field trips. (TITLE 1, \$SBCP)	1.0,2.0,3.0,4.0, 6.0
O 38	o.38 All school plans are to be co-ordinated: i.e., GATE plan, District Health Plan, Emergency Operation Plan and procedures for crisis response. Teachers have been inserviced on these plans and on how to co-ordinate the plans within the total school plan. (\$D, SBCP, Title I)	