

RSU #16 School Board  
Administrative Report  
Shawn Vincent  
Principal, Bruce M. Whittier Middle School  
April 2, 2018

**Staffing**

- We have posted an English, an English/Social Studies and a Special Education teaching position for next school year.

**Curriculum, Instruction and Assessment**

- In March, we used Wednesday release time to do a workshop on teacher communication with parents. We worked on the reasons we should be in touch with families and the appropriate ways to communicate effectively. We also reviewed school safety procedures and areas of need for our building. Teachers met in teams to review student data and set goals and plans for students.
- On the March 16 workshop day, staff participated in a curriculum language activity with the goal of ensuring we are all using the same language and have the same understanding of key terms. Learning area teachers met to continue work to develop and fine tune common assessments. Academic teams met to review recent NWEA data and track student progress in meeting growth goals. Teachers also received required training for the upcoming state testing.
- Students completed the state testing during the last two weeks of March. We are now working to finish makeup testing. During testing, attendance was high and students did a nice job of meeting expectations for behavior and focus. We celebrated the end of testing with pancakes and hot chocolate.

**Events**

- Approximately twenty students will represent Whittier Middle School at Maine's National History Day competition on Saturday, April 7 at the University of Maine Orono. Top winners will qualify for the National History Day competition in Washington, DC in June.
- The snow day prior to student-led conferences meant that some conferences were postponed or cancelled, but teachers did a nice job reaching out to families and working to reschedule. About 90% of Whittier students have completed their spring student-led conferences.
- Grade 7 students are preparing for their trip to Camp Kieve: The Leadership School in Nobleboro, Maine. This year's trip will take place April 25-27. As the transition to eighth grade rapidly approaches, Kieve provides opportunity for students to practice and learn about good decision-making, positive risk-taking, and the formation and maintenance of healthy relationships. We held a well-attended parent information night on March 27.

**Facilities:**

- On March 27, the Poland Fire and Rescue and Androscoggin Sherriff's Department joined us for a safety walk-through of Whittier Middle School and Poland Regional High School. We requested the walk-through to receive feedback about additional measures we can take to secure the building. The feedback was positive. Prior to the walk-through, the maintenance team took some additional steps to secure the gates on the fences that enclose the space between the portable building and the main building.