

A New Partnership for Student Success



Jessica Panfil, Principal
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A successful start for a new principal depends on a transition plan that engages the students, families, teachers, staff, parent organizations, and community partners. I am excited to be a part of this vibrant school community and want to share with you my plan to ensure a seamless transition of leadership for the Claremont Immersion School community this year.

The plan outlines how I am working to assume the instructional leadership of the school, continue implementation of its outstanding immersion program, and develop relationships with students, families, teachers, school-based staff, school division staff, parent organizations and community partners. I invite all who make up the Claremont Immersion School community to share their knowledge, insights and ideas. An open, two-way dialogue is critical in this transition and to establish the relationships and gather the information needed to ensure our success.

I have three essential goals for this year's transition. The first is to sustain the successful implementation of the immersion program. The second is to learn about and support the many on-going instructional, family and community partnerships that enrich students' educational experiences. The third is to ensure that our students continue to experience a learning environment designed to promote their curiosity, love of learning, and fluency in two languages.

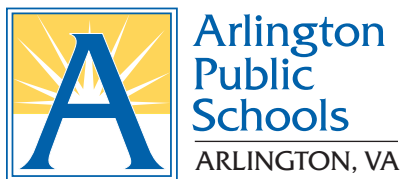
Under each goal below, I list the priorities, key activities and partners involved. While my pre-entry phase focused on my initial work in July and August, the balance of the entry plan focuses on the first part of the school year (September through December). To facilitate open communication, I am sharing the transition plan with families, staff and community partners through a variety of ways. As I gain new knowledge and engage the Claremont Immersion School community in a dialogue, my plan will continue to be adapted as needed to meet these three goals.

At the heart of my transition plan are the students of Claremont Immersion School because my highest aim is to support the ability of all to work together to "strive for the highest and work to create a better world." I look forward to working with the Claremont community to ensure success for our children.

Sincerely,

A handwritten signature in black ink that reads "Jessica Panfil". The signature is written in a cursive, flowing style.

Jessica Panfil
Principal/Directora
Claremont Immersion School/Escuela de Inmersion Claremont



Goal One: Sustain the successful implementation of the immersion instructional program.

Partners	Priorities	Key Activities	
		Pre-Entry	Entry
Students, Families, Teachers & Staff, Claremont PTA	Meet students and families to learn about their achievements, challenges, aspirations, as well as their experiences at Claremont Immersion School and their ideas for the future.	<ul style="list-style-type: none"> Introduce the new principal to the school community in multiple venues, including school and community meetings, on the website, letters sent home, e-mail. Invite students and their families to come to “open principal chats” both at the school and within the community. Participate in “Meet the Principal” appointments with all incoming Kindergarten families. Attend summer community and school events to meet students and families. 	<ul style="list-style-type: none"> Participate in open principal chats at the school and within the community. Dialogue with students and families during established and open door times at the school. Communicate regularly through school e-mails (Monday Messages), PTA listserves, newsletters (The Claremont Parrot), and information posted on the web. Provide responsive and clear communication about the school’s goals, guidelines, and ways to support students’ education. Support a school community where families’ contributions are valued, welcomed, and encouraged.
Instructional Leadership Team, Teachers & Staff, Department of Instruction	Develop strong and professional relationships with instructional staff to support the successful implementation of the immersion program.	<ul style="list-style-type: none"> Meet with the Instructional Leadership Team and teachers available during the summer. Set up open meetings for teachers and staff to attend and create open dialogue about the key elements of Claremont’s successes and identify any challenges. Review critical instructional documents including professional development plans, curriculum frameworks, and established school initiatives 	<ul style="list-style-type: none"> Sustain on-going two way dialogue with instructional staff about successes and challenges of the instructional program. Work with teachers during established times (grade level meetings, staff meetings) and on an as needed basis to successfully implement the immersion instructional program. Implement and lead sustained, targeted professional development to support best instructional practices in an immersion program Support on-going established professional development initiatives such as SIOP (Sheltered Instruction Observation Protocol) and Cultural Competence Training.
	Ensure students’ attainment of an excellent academic education, fluency in two languages, and ability to be a global citizen.	<ul style="list-style-type: none"> Study current student academic achievement and school-wide goals through review of key documents including the School Management Plan, student assessment and achievement data, and the APS Immersion Program Evaluation. Review with the Instructional Leadership Team and teachers current data protocols, student assessment data gathered, and how data is used to inform instructional practices. 	<ul style="list-style-type: none"> Meet with every lead, classroom, and resource teacher. Review and discuss student achievement data with teachers individually, at the grade level, and as a school. In collaboration with the Instructional Leadership Team and teachers, establish school, grade level, and individual instructional goals to support the academic achievement of students in two languages. Monitor student academic achievement and progress during the year.
Project SPARK Teachers & Staff, Department of Instruction, Claremont PTA, Extended Day, Others as identified	Collaborate with special instructional programs for the benefit of students.	<ul style="list-style-type: none"> Learn about the many special instructional programs offered at Claremont, including Project SPARK. Meet with the ESOL/HILT and Gifted Services teachers. Meet with key leaders of all initiatives to support working together effectively on behalf of the students. 	<ul style="list-style-type: none"> Participate in established and on-going meetings and communication to support the work of special programs and educational supports for students. Promote the work of special projects and educational supports that enrich the educational experiences of students.

Goal Two: Support the instructional, family and community partnerships that enrich the educational experiences of students.

Partners	Priorities	Key Activities	
		Pre-Entry	Entry
Claremont PTA, Adelante, African International Parent Network(AIPN), Viva Verde, Morning News Team, Pesa/Participa, Teachers & Staff, Others as identified	Partner effectively with families in support of students' education and well-being.	<ul style="list-style-type: none"> Meet with Claremont PTA leadership to establish strong relationships and sharing of information. Create open communication structures and build shared vision for success of students with all current parent organizations. Learn about parent initiatives such as the grounds beautification projects, and meet with key partners within those initiatives. 	<ul style="list-style-type: none"> Attend established meetings, such as the monthly Claremont PTA meeting. Create times for principal chats that facilitate open conversation and sharing of ideas. Attend and support established parent/community events throughout the school year, including Back To School Night, Fall Fun Fest, International Dinner & Dance, etc. Support and promote on-going parent initiatives that enhance students' educational experiences.
Claremont PTA, International Spanish Academy (ISA), Edu-Futuro, Teachers & Staff, Others as identified	Identify and meet with all community/partner organizations to facilitate a shared vision of community support of Claremont students and families.	<ul style="list-style-type: none"> Identify and meet with key school partners to sustain on-going support of the school. 	<ul style="list-style-type: none"> Build on established times and structures to support the on-going work of Claremont's educational partners. Attend community/school events as invited by school partners.
ISA, Escuela Key/Key, Department of Instruction/World Languages, Oyster Bilingual, Claremont PTA, Teachers & Staff, Others as identified	Access the resources of the larger community to support the immersion program, including existing dual language schools in the division and region.	<ul style="list-style-type: none"> Identify, meet, and learn about partner organizations, schools, and leaders that support dual language programs in the region. 	<ul style="list-style-type: none"> Cultivate on-going relationships to sustain the work of Claremont Immersion School. Learn from other models to inform our own implementation. Maintain a position of inquiry of how to best support the immersion program at Claremont.



Goal Three: Sustain an optimal learning environment and facilitate the seamless operations of the school.

Partners	Priorities	Key Activities	
		Pre-Entry	Entry
Teachers & Staff, Claremont PTA, Others as identified	Maintain a safe, positive, warm, and welcoming environment for students and families.	<ul style="list-style-type: none"> Review key documents such as Student and Parent Handbook, school schedule, arrival and dismissal procedures. Meet with all office and administrative staff, including bilingual family resource. Solicit feedback from students, families, staff and partners in initial meetings. 	<ul style="list-style-type: none"> Be present for students, families, and staff throughout the school day. Meet with all office and administrative staff and other parent liaisons on a regular basis.
Teachers & Staff, Food services/ Clinic/ Extended Day staff, Claremont PTA, Nutrition Council, Viva Verde, Others as identified	Meet the needs of the whole child, including providing healthy meals, opportunities for recreational exercise, and care when they are feeling unwell.	<ul style="list-style-type: none"> Review key procedures for the cafeteria, clinic, recess times, including morning recess. Meet with food services, clinic, and support staff. Solicit feedback from students, families, staff and partners in initial meetings. 	<ul style="list-style-type: none"> Be present for students, families, and staff throughout the day. Meet with staff providing support services on a regular basis.
Teachers & Staff, Custodial Staff, Claremont PTA, Viva Verde, Eagle Scouts, Others as identified	Cultivate an engaging indoor and outdoor learning environment.	<ul style="list-style-type: none"> Identify key partners and be available to meet and continue collaborative efforts. 	<ul style="list-style-type: none"> Cultivate relationships to continue to enhance the indoor and outdoor environment. Support a vibrant, healthy, and welcoming learning environment.



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