

Keefe Regional Technical School School Improvement Plan

Major Goals 2017 - 2018



Admissions

<p>SMART Goal #1: During the 2017-2018 school year we will increase our online communication and presence with prospective students and families.</p>				
Present Status	Key Actions	Benchmarks	Responsible Party	Evidence of Success
<p>Currently we have a school website maintained by one of our Design and Visual teachers. We also have a school Facebook page that a few stakeholders have access to updating.</p> <p>We frequently do press releases with local media surrounding student activities, achievements and general school-wide events.</p> <p>We implemented an online application for prospective students during the 2016-2017 school year. This created an additional avenue for families to access our high school program. Through the online application we are able to do a number of direct email communication blasts to students and families. This includes having access to potential students who</p>	<p>Review our current website and social media presence;</p> <p>Work with new outside consultants to develop a strategic marketing plan surrounding our online presence;</p> <p>Create new copy and specific communication that goes out through the school website and our social media;</p> <p>Explore new avenues to increase the frequency and effectiveness of getting our press releases in local media;</p> <p>Review recommendations from consultants to determine short videos and other specific ideas that would be effective marketing tools.</p>	<p>By the end of September 2017, we will review our current website and Facebook account to determine a plan for the current school year and decide on any additional forms of social media we want to implement;</p> <p>By the end of September 2017, we will begin implementation of the recommendations from our work with consultants from the summer of 2017;</p> <p>Throughout the 2017-2018 school year, we will create new copy that drives all of our online communication about our school and with prospective students and their families;</p> <p>During the fall of 2017, we will increase the number of press releases and determine</p>	<p>Director of Guidance/Admissions, Principal and Superintendent-Director.</p>	

<p>started an application, but did not officially apply. We can reach out to answer questions and determine their level of interest in moving forward with their application.</p> <p>We would like to prioritize increasing our online presence with frequent and up-to-date information about our school and student achievement in order to communicate the great opportunities we offer at Keefe Tech.</p>		<p>the best avenue for more frequent publication;</p> <p>Throughout the 2017-2018 school year, we will meet frequently to review specific ideas and strategies to increase our online presence, including exploration of short videos highlighting our programs and school.</p>		
---	--	---	--	--

Guidance/School Climate

SMART Goal #2 Throughout the 2017-2018 school year we will develop and implement strategic ways to celebrate student achievement, success, positive decision-making, and unity.

Present Status	Key Actions	Benchmarks	Responsible Party	Evidence of Success
<p>Student success, achievement, positive decision-making and unity are all areas of focus for our faculty and administration throughout the school year. There are currently a variety of school wide programs we have in place that highlight positive things happening with our student body, including: Vocational Student of the Term, Athlete of the Month, Honor Roll, High Honor Roll, Top Shop, Senior Awards Night and Underclass Award Ceremonies. There are also many classroom activities that take place in an effort to promote a positive school climate.</p> <p>As adolescents in today's society our students are faced with many challenging situations. Our goal is to be</p>	<p>Plan beginning of the year class assemblies;</p> <p>Review all programming surrounding celebrating student success, achievement, positive decision-making and unity;</p> <p>Create a schedule of class meetings for the school year;</p> <p>Create a shared document of ideas and strategies surrounding celebrating student success and achievement and share with stakeholders;</p> <p>Review current programming surrounding positive decision-making and develop and implement new focus groups that highlight specific topics that students need support with;</p>	<p>Prior to the start of the 2017-2018 school year we will plan welcoming class assemblies for all grade levels;</p> <p>By the end of September 2017 we will create a shared document that includes all current programming in place for students that celebrate their success, achievement and cohesiveness as a student body;</p> <p>By the end of September 2017, we will create a schedule for class meeting times with ideas for topics to cover;</p> <p>During the fall of 2017, the Guidance Department, Building Administration, School Resource Officer and support staff in the Assistant Principal's office will</p>	<p>Assistant Principal, Director of Guidance/ Admissions, School Counselors and School Resource Officer.</p>	

<p>more proactive in our response to student needs and increase the number of students consistently making good choices both in and outside of school.</p> <p>Unity between our students and creating a positive school climate is a constant area of focus during our welcoming assemblies with students and faculty and in the work we do everyday as educators. It is our intention to make this a continued area of focus during the 2017-2018 school year.</p>	<p>Set a schedule with topics for Multicultural Student Council;</p> <p>Develop and implement specific strategies to highlight and celebrate student achievement with a focus on future plans.</p>	<p>brainstorm a variety of ideas to increase the number of positive activities in the building and create a working list of ideas and strategies;</p> <p>During the fall of 2017 the Guidance Department, School Resource Officer and Assistant Principal will meet to develop programming to support an increase in positive decision-making with students in all grade levels;</p> <p>Throughout the 2017-2018 school year, the Multicultural Student Council will meet to discuss school unity and other important topics, bringing ideas to the Building Administration Team;</p> <p>Throughout the 2017-2018 school year, the Guidance Department will dedicate meeting time to develop and implement ideas to highlight student achievement through visuals in the building and department, as well as through the school website and social media.</p>		
---	--	---	--	--

Academics/Instruction

SMART Goal #3: During the 2017-18 school year, academic departments will review and revise written curricula.				
Present Status	Key Actions	Benchmarks	Responsible Party	Evidence of Success
<p>Curriculum maps/ documents and pacing guides are in place for most courses across all academic programs, with the exception of Spanish, which has no written curriculum except for the Spanish Literature course.</p> <p>Most curricula were last reviewed and revised in 2012, with the exception of the Math department, which revised the Algebra 1 in '15-'16 and is revising Algebra II this year.</p> <p>Each department has taken part in the program review of the NEASC self-study, which has led to thoughtful reflection on the strengths and areas needing</p>	<p>Build on self-study reflection to complete a thorough review of the state of the curricula, includes prioritized areas for improvement.</p> <p>Review MA Frameworks and other relevant resources (e.g., NCSS, P21) to assess alignment.</p> <p>Agree upon a consistent format for curriculum unit writing.</p> <p>Set department-specific goals and benchmarks for curriculum revision.</p> <p>Update NEASC program review documents to reflect current progress and goals.</p>	<p>By September 2017, prioritize courses and/or units for 2017-18 revision – for approval by the administration.</p> <p>By October 2017, adopt a unit plan template; set specific goals and action plan for 2017-18 curriculum revisions.</p> <p>By November 2017, update NEASC program review documents to reflect current progress and goals.</p> <p>By December 2017, complete draft of first step of action plan for revisions, for review/feedback from lead teachers and administration.</p>	<p>Principal, Director of Curriculum & Instruction, Lead Teachers.</p>	

<p>improvement within the curriculum.</p> <p>MA released new science & Technology/Engineering Frameworks in 2016 and revised Math and ELA Frameworks in 2017.</p>	<p>Devote time for departmental teams to collaborate.</p> <p>Complete relevant research and professional development as needed.</p> <p>Explore potential cross-disciplinary curricular alignment opportunities, including with CTE programs.</p>	<p>Throughout the year, monitor progress.</p> <p>By April 2018, complete all steps and final draft of curricular revisions for approval by the administration.</p> <p>By June 2018, draft goals for 2018-19 curricular revisions.</p>		
---	--	---	--	--

Career and Technical Education

SMART Goal #4 – During the course of the 2017-18 school year, the CTE instructors will improve math scores through a 5% increase of student proficiency as measured by Pre and Post-tests specific to their CTE programs. This will take place with sophomore/juniors and senior students.

Present Status	Key Actions	Benchmarks	Responsible Party	Evidence of Success
<p>Students in CTE areas struggling with Math in many facets from measuring and fractions in construction trades to higher order math in programs using trigonometry and calculus.</p> <p>MCAS math scores although improving show the need of support for foundation math concepts.</p>	<p>At least twice weekly CTE instructors will implement math concepts relevant to their program area as a support for their math program at Keefe. The teacher will explain to students the chosen math concept. The students will apply the knowledge to a guided practice activity prepared for them by the teacher. The students will synthesize knowledge gained through instruction and practice in order to complete independent assignments on chosen math concepts.</p>	<p>At the beginning of the year, students will take a Math Pre Test.</p> <p>Formative assessments will be ongoing in review of the math concepts to determine student knowledge gained.</p> <p>Summative testing through worksheets, quizzes and tests will be ongoing throughout the year.</p> <p>Remediate as needed with supports of one on one instruction, verbal testing and differentiation based on student individualized plans.</p> <p>At the end of the year, students will take a Math Post Test.</p>	<p>Principal, Director of Career and Technical Education, Director of Guidance/Admissions</p>	

Special Education

SMART Goal #5: During the 2017-2018 school year, the District Curriculum Accommodation Plan (DCAP) will be updated. Massachusetts General Laws, Chapter 71, Section 38Q1/2. A school district shall adopt and implement a curriculum accommodations plan to assist principals in ensuring that all efforts have been made to meet the students' needs in regular education. The plan shall be designed to assist the regular classroom teacher in analyzing and accommodating diverse learning styles of all children in the regular classroom and in providing appropriate services and support within the regular education programming, including, but not limited to, direct and systematic instruction in reading and provision of services to address the needs of children whose behavior may interfere with learning, or who do not qualify for special education services under Chapter 71B. The curriculum accommodation plan shall include provisions encouraging teacher mentoring and collaboration and parental involvement.

Present Status	Key Actions	Benchmarks	Responsible Party	Evidence of Success
<p>A DCAP developed and approved in 2010 is currently in place.</p> <p>Current DCAP outlines strategies and available support systems in place.</p> <p>Teachers continuously monitor student progress and are seeking opportunities to accommodate to facilitate learning and to nurture understanding.</p>	<p>Keefe Technical School will make updates to the current DCAP to address the needs of students participating in the general education curriculum;</p> <p>DCAP will contain updated resources and instructional support practices aimed at assisting all learners to achieve the learning standards contained in the Massachusetts Curriculum Frameworks;</p> <p>Comprehensive review of the way in which the capacity of general education can be maximized to ensure that the students receive the</p>	<p>During the 2017-2018 school year, the DCAP will be updated to assist general education teachers in analyzing, assessing and accommodating diverse learners;</p> <p>There will be ongoing classroom observations to monitor implementation of effective practices;</p> <p>To increase, through the DCAP, support services and instructional delivery options available within general education settings;</p> <p>Regular communication with service providers, including special educators and</p>	<p>Principal, Director of Special Education</p>	

	<p>appropriate supports;</p> <p>Interviews will have a team base approach to include structured after-school program, in-class support and/or remediation.</p>	<p>support staff for updated student progress and effectiveness of implemented strategies;</p> <p>A regular review of recommended instructional interventions for struggling learners.</p>		
--	--	--	--	--