**Keefe Regional Technical School**

**School Improvement Plan**

**Major Goals** **2022-2023**



**South Middlesex Regional Vocational Technical School District**

**Admissions/Career and Technical**

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| **SMART Goal 1**: During the 2022-2023 school year the staff of the career and technical education programs will implement social-emotional learning supports for all of the students assigned to their classes as part of a larger school-wide initiative.   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Present Status** | **Key Actions** | **Benchmarks** | **Responsible Party** | **Evidence of Success** | | The last two school years have been especially challenging for all members of the educational community. As students have transitioned back into full-time in-person schooling numerous supports have been put in place. Moving forward it is important to continue to support all students as we work to return to a sense of normalcy.  Our career and technical education staff have traditionally had a different relationship with the students assigned to their programs as these students remain with the same instructors over the course of their high school career. This is in addition to the fact that these teachers spend six hours a day, every other week with these students, and this has resulted in creating a bond between career and technical education staff and the students assigned to their programs. | CTE staff will participate in and complete the Project Wayfinder planned for the end of the 2021-2022 school year and the beginning of the 2022-2023 school year.  CTE staff will implement one Project Wayfinder activity with their students each term during the 2022-2023 school year.    CTE staff will be provided opportunities to implement additional student support as identified during the school year. | Prior to the end of the 2021-2022 school year staff will be introduced to the Project Wayfinder program materials.  Additional professional development will be provided to begin the 2022-2023 school year.  Peer coaches will be identified and trained to support the goal of having all staff members implement one Project Wayfinder activity during each term of the 2022-2023 school year.  During the spring of 2023, a review of student support and behavior patterns will be completed and shared to identify potential next steps in supporting social-emotional learning in the career and technical programs. | Director of Career and Technical Education |  | |

**Guidance/Special Education**

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| **SMART Goal 2:** During the 2022-23 school year, we will increase support for our clinical and counseling staff through a partnership with McLean Hospital’s School Consultation Services. |

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| **Present Status** | **Key Actions** | **Benchmarks** | **Responsible Party** | **Evidence of Success** |
| Currently we have monthly meetings with our Student Resource Team where our counseling and clinical staff have the opportunity to collaborate with each other.  We also have Student Intervention Team meetings in place as a time when staff can review individual student cases.  With the pandemic there has been an increase in students seeking out counseling services.  Our clinical team (school psychologists, school adjustment counselor, school psychology intern) has started meeting weekly informally as a time to connect about more difficult student issues and collaborate on effective interventions.  At this time we do not have any additional formalized consulting and clinical support for our counseling team other than the work we are doing together in house. | Share information with stakeholders about the partnership with McLean Hospital;  Send out survey about goals for the partnership with McLean Hospital;  Initial meeting surrounding goals for the team with partners from McLean Hospital;  Set up monthly meeting times for consultation;  Develop and execute a plan prior to each consultation meeting about the agenda and goals for each meeting;  Participate in mid-year administrative review meeting with partners from McLean Hospital;  Review effectiveness of the partnership with McLean to determine steps for the next school year. | Prior the 22-23 school year we will share information about the school consultation services with McLean Hospital;  Prior the end of September 2023, stakeholders will participate in survey about the partnership to help drive the conversations and goals of consultation services;  Prior to the end of September 2023, we will have an initial meeting with our assigned clinical psychologist from McLean Hospital;  Prior to the end of September 2023, we will set up monthly meeting times with our assigned clinical psychologist;  Throughout the 2022-2023 school year, we will meet with our consulting psychologist from McLean and develop a system prior to the meeting to set an agenda;  Prior to April 2023, we will set up and participate in a mid-year review meeting about the effectiveness of the consultation services;  Prior to the end of the 2022-2023 school year, we will meet to review the effectiveness of our partnership with McLean Hospital and determine steps for the next school year. | Director of Guidance/Admissions, Director of Special Education, Clinical Team |  |

**School Climate**

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| **SMART Goal 3:** During the 2022-23 school year, we will implement a peer mentoring program to support the transition of our incoming grade 9 class. | | | | |
| **Present Status** | **Key Actions** | **Benchmarks** | **Responsible Party** | **Evidence of Success** |
| Currently, we host a variety of transition programs for our incoming students, including; Parent Information Night, Welcome Orientation Dinner, Accepted Students Day and Grade 9 Step-Up Day.  Many of our students help out at these events, mainly through our Student Ambassadors, as well as by representing individual athletic teams and clubs.  We have explored different peer mentor opportunities in the past, but have not moved forward with running a complete program that would pair upperclass students with small groups or grade 9 students in a mentor/mentee partnership. | Reach out to faculty about nominations for peer mentors;  Invite nominated students to participate in an assembly about program and encourage them to apply;  Review applications and determine group of students moving forward into the mentoring program;  Peer mentors participate in kick-off training;  Assign grade 9 students to peer mentors;  Develop a schedule for mentor training and meeting with mentees for the 2022-23 school year;  Peer mentors attend 6 training sessions between the months of September 2022 and February 2023;  Peer mentors meet with mentees for 6 different experiences/lessons between the months of September 2022 and February 2023;  Review the program and send a survey to grade 9 students and mentors to determine a plan for the next school year. | Prior to the end of the 2021-2022 school year, we will reach out to faculty about nominations for peer mentors;  Prior to the end of the 2021-2022 school year, we will invite nominated students to participate in an assembly about program and encourage them to apply;  Prior to the end of the 2021-2022 school year, we will review applications and determine group of students moving forward into the mentoring program;  Prior to the end of the 2021-2022 school year, peer mentors participate in kick-off training;  Prior to the beginning of the 2022-23 school year, we will assign grade 9 students to peer mentors;  Prior to the beginning of the 2022-23 school year, we will develop a schedule for mentor training and meeting with mentees for the 2022-23 school year;  Throughout the 2022-23 school year, peer mentors attend 6 training sessions between the months of September 2022 and February 2023;  Throughout the 2022-23 school year, peer mentors meet with mentees for 6 different experiences/lessons between the months of September 2022 and February 2023;  Prior to the end of the 2022-23 school year, we will review the program and send a survey to grade 9 students and mentors to determine a plan for the next school year. | Assistant Principal, Director of Guidance/Admissions, Principal | . |

**Academics**

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| **SMART Goal 4:** During the 2022-2023 school year, the district will implement a comprehensive social-emotional learning (SEL) curriculum for all students, in concert with the recommended standards from Collaborative for Academic, Social, and Emotional Learning (CASEL). |

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| **Present Status** | **Key Actions** | **Benchmarks** | **Responsible Party** | **Evidence of Success** |
| Based on the spring 2022 MetroWest Health Survey, nearly 40% of KT students reported experiencing symptoms of depression within the last 12 months.  Resultant of this information, combined with the hardships of the pandemic, the district is committed to implementing an additional support mechanism for students. | Using ESSR funding, vet and purchase a comprehensive SEL curriculum for the high school level.  Procure Project Wayfinder  (SEL curriculum was developed out of the K12 Institute at Stanford University. The curriculum is high school-specific, “purpose” focused, and ties in with career readiness)  In concert with the KT administration and key stakeholders, develop an action plan/needs assessment for PD training and rollout.  Secure supplies and materials for implementation.  Develop curriculum (inclusive of scope and sequence, lesson plans, assessment tracking) and overall best practices to be housed in the Keefe District Curriculum Folder on the shared Google Drive.  Conduct regular meetings (both internal/external) to review student data reports, and evaluate the program, including progress and needs. | May 2022  May 4th All Staff PD (45 min)  Action items: Teacher Names/Google Emails sent to Project Wayfinder  August 2022  Teacher Toolkits to be delivered to KT  September 2022  September 14th All Staff PD (90 min)  Action items: Student Google Emails sent to Project Wayfinder  Friday, Sept 23rd  \*Core Staff PD 8:30-10:30 AM  October  October 19th (KT PD Day)- Breakout Groups/TBD  following Sept session  December 2022  Friday, Dec 9th  \*Core Staff PD 8:30-10:30 AM  March 2023  Friday, March 10th  \*Core Staff PD 8:30-10:30 AM | KT Academic Assistant Principal, KT Admin Team, Director of School Counseling, Teaching Staff, and KT Faculty |  |