

**Strategic Plan**  
**2023-2029**

**Strategic Planning**  
**Final Report**

## EXECUTIVE SUMMARY

Strategic planning for the future of Eastern Center for Arts and Technology has spanned over the past two school years and is based on the philosophy of continuous improvement and student success. This process permeates throughout the entire plan. EASTERN has engaged staff, students, parents, local business and industry, community members, school administration and participating district personnel to engage in a process to create a Strategic Plan that incorporates the shared view of all.

The development of the “Current Reality” was the initial step. Stakeholders from every aspect of EASTERN’s community held meetings or participated in surveys to discuss EASTERN’s strengths, weaknesses, opportunities and threats. The following goals emerged as a foundation for the strategic plan:

### **Goal 1: Climate and Culture**

*Create and maintain a positive school climate where students and staff feel safe, respected, heard, and valued.*

### **Goal 2: Educational Programming**

*Continuously improve current programming and expand based on labor market need and student interest.*

### **Goal 3: Student Achievement**

*Foster student achievement and outcomes in completing the program and transitioning to post-graduation career plans.*

Using the feedback provided by the stakeholder groups, the administrative team spent the summer developing draft initiatives and action steps aligned to the goals. In the fall of 2022, the stakeholder groups met again to provide feedback on the initiatives and action steps. The administrative team made revisions based on the feedback provided in the fall. Finally, in November 2022, participants selected to represent the wide variety of EASTERN’s community met to review, discuss, and finalize the goals and actions steps aligning from the “Current Reality” discussions.

The strategic planning document includes the strategic plan, induction plan, professional development plan, and the Comprehensive Plan document required by the Pennsylvania Department of Education. This document will be posted on our website for public review and comment from January 9<sup>th</sup> through February 7<sup>th</sup> of 2023.

# EASTERN CENTER FOR ARTS AND TECHNOLOGY

## Strategic Plan Final Report Contents

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EASTERN CENTER FOR ARTS AND TECHNOLOGY

EASTERN'S CURRENT REALITY

**Eastern Center for Arts and Technology**  
**Strategic Plan**  
**Current Reality**

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In the context of strategic planning for Eastern Center for Arts and Technology, this report is to answer the question: “Where is EASTERN at this moment in time?” and will become a common foundation for the broader discussion among key stakeholders as they work together to form goals and initiatives for school improvement through 2029.

The Current Reality Report represents work from various EASTERN stakeholder groups that examined internal strengths and weaknesses or identified perceived external opportunities and threats (SWOT). Input from parents and students were collected via survey, with almost 100 parent voices and approximately 580 student voices contributing to the future of EASTERN.

**EASTERN Stakeholder Groups**

- Administrative Advisory (Superintendents)
- Joint Operating Committee Members
- Principals Advisory
- Executive Advisory Committee
- Occupational Advisory Committee Chairpersons
- Perkins Stakeholders Committee
- EASTERN Staff
- EASTERN Parents
- EASTERN Students

**Initial feedback from the stakeholder groups, as collected in the Spring of 2022:**

**Strengths of EASTERN**

- Program review process helps to ensure program relevance-updates and renovations to programs
- Teachers and staff believe in the mission of the school and care about the students
- Teachers have adequate resources
- EASTERN provides a climate and culture with staff that work together, are friendly, and feel a part of something.

- Building strong professional relationships and connect to the community, OAC and EAC Committees
- Diverse student body
- Positive and engaged students
- Marketing and Recruitment including Expo, campus tours, SkillsUSA, social media
- Leadership of the school focuses on students and teachers and looks forward
- Ability to work with districts-flexibility and responsiveness
- A wide variety of Dual enrollment and articulation agreements
- Multiple pathways provided by programming that accommodates all students
- Individualization of program-IEP meetings, Students recognized and certification's
- Engaged communications between EASTERN, participating districts and public
- Student leadership opportunities-SkillsUSA
- Accessibility of students
- Fluidity of offerings-new and innovative programs
- Strength in EASTERN processes
- Occupational Advisory Committee involvement and administration listens to industry
- Structured Meetings
- Focus is on Equity at EASTERN

#### Weaknesses of EASTERN

- Additional support for students with social-emotional issues
- Induction needs to be strengthened. It was more effective pre-pandemic when in-person staff and teacher meetings and other staff events helped bring mentor and mentee together
- Limited time for collaboration of teachers and sharing of best practices
- There is a disconnect in the process of supporting students with IEPs. There is no formal mechanism for how SSCs, teachers, and aides work together to ensure student success
- Attendance policy issues– what is the new, post-pandemic standard?
- Expanded Learning Opportunities limited by the pandemic and unsure of post-pandemic policies and openness.
- Half day brings ineffectiveness in time and time lost in transportation from schools
- Over enrolled programming-limited access for some juniors and seniors
- Diversity of the staff does not reflect the diversity of the student body

- Instructional feedback from administration- teachers want more frequent observations
- Work closely with students and pathway timelines
- Further develop communication and streamline communications to staff
- Aging Physical Plant and limited space
- Rapid growth requires equipment and materials expansion
- Getting more companies and employees engaged and fill open OAC titles.
- Quantity and quality of employer partnerships
- Limited Adult evening classes
- Show what career opportunities are available on a bigger scale

### Opportunities for EASTERN

- To enhance post graduate connections and focus on outcomes-based analysis for marketing
- EASTERN programming utilizing online platforms to expand courses
- In-person meetings
- Industry shortage of skilled labor
- Educate employers that a student is a strategic investment and that EASTERN is the pathway
- Expand access to 10<sup>th</sup> grade students or full-day programs with academic offerings
- Explore opportunities such as Diversified Occupations
- Rental of offsite space for programming or partner with participating districts for satellite programs

### Threats (Challenges) for EASTERN

- Limited space
- Limited financial support-district budgetary concerns
- Dispelling the myth that technical education is not for all
- Variety of programs and necessity of space to implement programming

### **Changing Reality:**

While the pandemic was a catalyst for innovation, paving the way for beneficial changes to EASTERN like the use of Microsoft Teams to extend learning beyond our school walls and the use of Zoom to make scheduling and attending meetings more convenient, the pandemic also forced our school, staff, and students to become more isolated and



less collaborative. Concerns over student learning loss during the pandemic were quickly replaced with worries over students' social-emotional well-being. Nationally, we have experienced heightened unrest and increased awareness of social and cultural injustices. Staff members report feeling emotionally drained, disconnected from their peers, and separated from the school community. Amid these challenges, EASTERN has implemented more change than the staff has historically experienced. Student and staff climate and culture survey results further substantiate the feedback provided by our stakeholder groups to have Climate and Culture a focus of the strategic plan.

The past four school years have seen increased enrollment at EASTERN, with an increase in enrollment of 26% from 2017-2018 (481 students) to 2021-2022 (607 students). Our districts and parents have been frustrated by students not being able to access programs because the programs are full and have wait lists. Four to five programs, especially in our welding and construction-related programs, have a history of being overenrolled but are programs that are challenging to expand because of the industrial nature of the programming and limits in physical space. This has raised questions about how EASTERN can expand programming to serve all students.

In 2020, a few months before the pandemic forced schools to shut down, EASTERN hired a School-to-Career Coordinator to be better equipped to help students transition from EASTERN into their career pathway after high school. The end of the 2021-2022 school year, which also coincided with the pandemic moving into an endemic status, represented a precipice for change and an opportunity to use the strategic planning process to systematically launch our school-to-career initiative to improve outcomes for students. Historic data shows that fewer than 10% of our students graduate with a work-based learning experience and parent feedback through the strategic planning survey support the need to make this a priority.

The feedback provided by the initial process in the spring can be synthesized into three themes: Climate and Culture, Educational Programming, and Student Achievement. During Fall 2022 EASTERN's leadership team will meet with the individual stakeholder groups again to identify specific initiatives and action steps to support the three goals before assembling a focused Strategic Planning Committee to review the final plan. EASTERN's process includes a diverse group of stakeholder input and will result in a well-constructed, highly relevant, and realistic plan of action for ongoing improvement at Eastern Center for Arts and Technology.

EASTERN CENTER FOR ARTS AND TECHNOLOGY  
STRATEGIC PLAN GOALS

EASTERN CENTER FOR ARTS AND TECHNOLOGY  
STRATEGIC PLAN GOALS

**Goal 1: Climate and Culture**

*Create and maintain a positive school climate where students and staff feel safe, respected, heard, and valued.*

**Goal 2: Educational Programming**

*Continuously improve current programming and expand based on labor market need and student interest.*

**Goal 3: Student Achievement**

*Foster student achievement and outcomes in completing the program and transitioning to post-graduation career plans.*

EASTERN CENTER FOR ARTS AND TECHNOLOGY  
ACTION PLANS

**Strategic Plan Final Report Outline**  
**ACTION PLANS**

**Goal 1: Climate and Culture**

*Create and maintain a positive school climate where students and staff feel safe, respected, heard, and valued.*

<b>Initiative</b>	<b>Action Steps</b>	<b>Person (s) Responsible</b>	<b>Timeline</b>
1.a. Promote and Nurture Diversity, Equity, Inclusion and Belonging at EASTERN.	Collaborate with the Diversity, Equity, Inclusion, and Belonging Committee (DEIB) to implement the annual action plan develop a revised plan for the next consecutive year based on data, staff needs, and student surveys.	Executive Director	2023-2029
	Develop platforms and opportunities for student and community voice within the DEIB Committee at EASTERN	Executive Director	2023-2024
1.b. Provide training and job imbedded support on Social Emotional Learning and Trauma informed instruction	Train staff on supporting social emotional learning and trauma informed instruction. Follow up training with job-embedded coaching support for new teachers and teachers who need assistance.	Supervisor of CTE	2023-2024
1.c. Maintain continuous improvements in occupational safety and school security	Develop a yearly Safety Improvement Plan in collaboration with the Safety Committee	Supervisor of CTE	2023-2024
	Partner with safety professionals to advise on safety improvements.	Supervisor of CTE	2023-2029

	Develop a system for improving occupational safety by using data to implement preventive measures and additional training.	Supervisor of CTE	2023-2029
1.d. Enhance internal and external communications	Revise the EASTERN E-board to make the language more current, inclusive, and aligned to our values.	Executive Director	2023-2024
	Set up the Communications platform to serve a variety of stakeholders including district staff, parents, students, alumni, employer partners, etc.	Executive Director	2023-2024 2024-2025
	Improve and streamline communications to new students throughout the enrollment process.	Executive Director	2024-2025
1.e. Strengthen and support new and existing staff with their educational journey.	Implement a revised Induction Plan for all new employees.	Assistant Director	2023-2024
	In conjunction with a professional development committee, DEIB and safety committees analyze school data and trends to recommend professional development opportunities to improve instruction.	Assistant Director	2023-2029
	Develop an updated induction and onboarding process for support staff.	Director of Human Resources Assistant Director Supervisor of CTE	2024-2025

<b>Goal 2: Educational Programming</b> <i>Continuously improve current programming and expand based on labor market need and student interest.</i>			
<b>Initiative</b>	<b>Action Steps</b>	<b>Person (s) Responsible</b>	<b>Timeline</b>
2.a. Evaluate current programming offerings on a regular basis and expand or reduce as appropriate.	Beginning in 2023 and every three years thereafter, the Executive Advisory Committee shall conduct a regional workforce analysis and provide suggestions to the Joint Operating Committee on new and current programming	Executive Director Assistant Director	2023-2024 2027-2028
	Continue the Program Review process to ensure that each program conducts an analysis once every five years to include: data-based program performance, industry projections and emerging trends.	Assistant Director	2023-2029
	Explore a Diversified Occupations Program for all participating districts.	Executive Director	2025-2026
	Conduct a cost-benefit analysis for expanding secondary programming that includes examining the following options: 1. Secure a new location for Practical Nursing and renovate space for secondary programming.	Executive Director	2024-2026



	<ul style="list-style-type: none"> <li>2. Secure industrial/commercial space to host an annex space for secondary programming of historically oversubscribed programs.</li> <li>3. Evaluate district spaces to determine availability of space for programming.</li> <li>4. Explore opportunities to collaborate as a consortium.</li> </ul>		
2.b. Strategically use capital reserve funds to upgrade programming and maintain the physical plant.	Beginning in 2023 and every two years thereafter, EASTERN will review, revise, and update the capital plan to ensure that facilities are maintained, and programming is improved.	Business Manager	2023-2024 2025-2026
<p style="text-align: center;"><b>Goal 3: Student Achievement</b>  <i>Foster student achievement and outcomes in completing the program and transitioning to post-graduation career plans.</i></p>			
Initiative	Action Steps	Person (s) Responsible	Timeline
3.a. Refine the system and process for the School to Career Coordinator to work in partnership with teachers, Student Success Coordinators, Industry, and educational partners to assist	Create a regional employer's lunch and learn to connect high priority occupation employers to EASTERN.	School to Career Coordinator	2024-2025

in transition of EASTERN students to their career plans post-graduation.			
	Design a process that connects students, teachers and local business to explore careers and assist in the development of student career plans to include internships, apprenticeships, and job shadowing	School to Career Coordinator Student Success Coordinators	2025-2027
	Create a job posting center	School to Career Coordinator Information Technology Coordinator	2025-2026
	Initiate or join community events such as manufacturing day, Signing day, Industry based organizations etc.	School to Career Coordinator	2024-2025
3.b. Examine and improve the process for how Student Success Coordinators, Aides and teachers work together to support student achievement.	Conduct a review of the current processes and procedures. Results will be used to inform recommendations for the future that help to improve these processes and procedures.	Supervisor of CTE	2023-2029
	Schedule Expanded Learning Opportunities including workplace site visits to assist students in post-secondary decisions.	Assistant Director School to Career Coordinator Instructional Staff	2024-2029

	School to Career Coordinator to conduct job fairs or career days.	School to Career Coordinator	2024-2029
3.c. Enhance post graduate connections and focus on an outcome-based analysis	Conduct Fall and Spring surveys on student placement on a one-year, five-year cycle and analyze results.	Assistant Director Information Technology Staff	2024-2029

PENNSYLVANIA DEPARTMENT OF EDUCATION COMPREHENSIVE  
PLAN

## Comprehensive Plan | 2023 - 2026

**Mission Statement** The Mission of the Eastern Center for Arts and Technology is to equip all students with the dynamic skills, knowledge, and mindsets to succeed in a career pathway.

Vision Statements Student success is the ultimate purpose of everything that happens in this school. Meaningful improvement in every aspect of the school is always identifiable and achievable. Every member of the school community sets high expectations in every endeavor, individual or collective. Effective decision-making must actively involve all the school's constituencies and depends on access to and use of enough of the right kinds of data.

## **EDUCATIONAL VALUE STATEMENTS**

### **STUDENTS**

We insure that students enroll for the right reasons and in programs that are right for them We provide students with a warranty to assure employers that the students have successfully acquired the knowledge and skills needed for specific jobs and occupations

### **STAFF**

We value the staff of the school both as members of the school's learning community and as participants in the school's decision-making processes

### **ADMINISTRATION**

We charge our leaders with learning, leading, transmitting and building the organization's culture We work with leaders of the participating school districts to develop a sense of common ownership of the school and a common sense of the school's value

### **PARENTS**

We include parents in committees that address the day to day learning of students. We value input for continuous improvement from parents.

### **COMMUNITY**

We offer programs that address the needs of life-long learning We actively seek, listen to, and act on the views of the business community We conduct a systematic, strategic review of each program in the school, through the occupational advisory committees, not less than once every five years

### **OTHER (OPTIONAL)**

## STEERING COMMITTEE

Name	Position	Building/Group
David Lademan	Parent	Eastern Center for Arts and Technology
Michele Klaski	Parent	Eastern Center for Arts and Technology
Loucrecie Garlanger	Parent	Eastern Center for Arts and Technology
Mary Praeger	Parent	Eastern Center for Arts and Technology
Steve Parke	Staff Member	Eastern Center for Arts and Technology
Wendy Leyden	Staff Member	Eastern Center for Arts and Technology
Michael Refsnider	Staff Member	Eastern Center for Arts and Technology
Cathleen Plesnarski	Administrator	Eastern Center for Arts and Technology
Joseph Greb	Administrator	Eastern Center for Arts and Technology
Charles Rittenhouse	Administrator	Springfield School District
Dennis Williams	Administrator	Hatboro-Horsham School District
Kayla Boyle	Student	Eastern Center for Arts and Technology
Marcos Garcia	Student	Eastern Center for Arts and Technology

<b>Name</b>	<b>Position</b>	<b>Building/Group</b>
Joe Tagliaferro	Staff Member	Abington School District
Chrissy Kafkalas	Staff Member	Jenkintown School District
Neil Goldberg	Community Member	USDA
Jeff Orkin	Community Member	Orkin Electric
Michele Thomas	Community Member	Veterinary Science Occupational Advisory Committee
Trish-Simmler Totaro	Other	Instructional Assistant
Ferne Andre	Other	Special Education Counselor
Jennifer Decker	Community Member	Public Accountant
Doug Wilson	Other	Instructional Assistant
Marie Hartlein	Administrator	Montgomery County Community College
Terese Fusco	Other	Support Staff
Karon Crickmore	Other	Montgomery Community College Instructor
Nekicia Black	Staff Member	Upper Dublin School District
Cathleen Candalore	Other	Work Force Investment Board
Allison Latzo	Other	Montgomery Community College Instructor



<b>Name</b>	<b>Position</b>	<b>Building/Group</b>
James Bretz	Administrator	Montgomery County Community College
Amy Shields	Staff Member	Eastern Center for Arts and Technology
Jennifer Butler	Other	Work Force Investment Board
Dan Chominski	Community Member	Out of School Youth Representative
Kyle Longacre	Community Member	At-Risk Youth Representative
Robert Schultz	Administrator	Upper Dublin High School Principal
Bill Miles	Administrator	Lower Moreland High School Principal
Thomas Roller	Administrator	Jenkinton High School Principal
Gary Bissig	Community Member	LABRepCo
Angelo Berrios	Administrator	Abington High School Principal
Carolyn Riley	Board Member	Jenkintown School District
Earl Freese	Community Member	Bucks County Fire Academy
Joseph Daino	Community Member	Chartwells
Linda Millevoi	Community Member	Abington Jefferson Health
John DiBenedetto	Community Member	John DiBenedetto Associates, Architects

<b>Name</b>	<b>Position</b>	<b>Building/Group</b>
Ken Piccari	Community Member	North Penn VW Mazda
Fred Poffarl	Community Member	Poffarl Builders
Matt Conard	Community Member	Conicelli Honda
Dr. Jeffrey Fecher	Administrator	Abington SD, Superintendent
Beth Brodovsky	Community Member	Iris Creative
Dr. Scott Davidheiser	Administrator	Lower Moreland SD, Superintendent
Dr. Jill Takacs	Administrator	Jenkintown SD, Superintendent
Dr. MaryJo Yannacone	Administrator	Springfield Township SD, Superintendent
Dr. Scott Eveslage	Administrator	Hatboro Horsham SD, Superintendent
Dr. Brian Scriven	Administrator	Cheltenham SD, Superintendent
Dr. Steven Yanni	Administrator	Upper Dublin SD, Superintendent
Daniel Kaye	Board Member	Abington School District
Dr. Susan Elliot	Administrator	Upper Moreland SD, Superintendent
Tara Conner-Hallston	Board Member	Hatboro-Horsham School District
Charles Burdell-Williams	Board Member	Cheltenham School District

<b>Name</b>	<b>Position</b>	<b>Building/Group</b>
Francis McDade	Parent	EASTERN Parent
Dr. James Lee	Board Member	Lower Moreland School District
Dr. Carol Etlen	Board Member	Springfield Township School District
Fran McDade	Student	EASTERN Student
Dr. Art Levinowitz	Board Member	Upper Dublin School District
Erin Derby	Teacher	Business and Technology Professional Instructor

## ESTABLISHED PRIORITIES

Priority Statement	Outcome Category
Continuously improve current programming and expand based on labor market need and student interest.	<p>Essential Practices 1: Focus on Continuous Improvement of Instruction</p> <p>Essential Practices 1: Focus on Continuous Improvement of Instruction</p>
Foster student achievement and outcomes in completing the program and transitioning to post-graduation career plans.	<p>Post-secondary transition to school, military, or work</p> <p>Post-secondary transition to school, military, or work</p> <p>Post-secondary transition to school, military, or work</p>
Create and maintain a positive school climate where students and staff feel safe, respected, heard, and valued.	<p>School climate and culture</p> <p>School climate and culture</p> <p>School climate and culture</p>

## ACTION PLAN AND STEPS

**Evidence-based Strategy**

Data Analysis

**Measurable Goals****Goal Nickname****Measurable Goal Statement (Smart Goal)**

Goal 2.a

Evaluate current programming offerings on a regular basis and expand or reduce as appropriate

Goal 2.b

Strategically use capital reserve funds to upgrade programming and maintain the physical plant.

Action Step	Anticipated Start/Completion	Lead Person/Position	Materials/Resources/Supports Needed
Beginning in 2023 and every three years thereafter, the Executive Advisory Committee shall conduct a regional workforce analysis and provide suggestions to the Joint Operating Committee on new and current programming	2023-07-01 - 2026-07-01	Executive Director Assistant Director	WIB and SOC data
Continue the Program Review process to ensure that each program conducts an analysis once every five years to include: data-based program performance, industry projections and emerging trends.	2023-07-01 - 2026-07-01	Assistant Director	Regional data from the WIB. Support for Occupational Advisory Committees
Explore a Diversified Occupations Program for all participating districts.	2024-07-01 - 2025-07-01	Executive Director	Data from existing programs and participating districts.
Conduct a cost-benefit analysis for expanding secondary programming that includes examining the following options: 1. Secure a new location	2023-07-01 - 2026-07-01	Executive Director	Budget estimates and projections.

Action Step	Anticipated Start/Completion	Lead Person/Position	Materials/Resources/Supports Needed
for Practical Nursing and renovate space for secondary programming. 2. Secure industrial/commercial space to host an annex space for secondary programming of historically oversubscribed programs. 3. Evaluate district spaces to determine availability of space for programming. 4. Explore opportunities to collaborate as a consortium.			

### Anticipated Outcome

Includes Program Discovery and Individual Program Review Reports, report on findings of DO program viability and five year revised Capital Plan report.

### Monitoring/Evaluation

Executive Director and Assistant Director as needed by review of paperwork.

11/10/2018 11/11/2018 11/12/2018 11/13/2018 11/14/2018 11/15/2018 11/16/2018 11/17/2018 11/18/2018 11/19/2018 11/20/2018 11/21/2018 11/22/2018 11/23/2018 11/24/2018 11/25/2018 11/26/2018 11/27/2018 11/28/2018 11/29/2018 11/30/2018 12/1/2018 12/2/2018 12/3/2018 12/4/2018 12/5/2018 12/6/2018 12/7/2018 12/8/2018 12/9/2018 12/10/2018 12/11/2018 12/12/2018 12/13/2018 12/14/2018 12/15/2018 12/16/2018 12/17/2018 12/18/2018 12/19/2018 12/20/2018 12/21/2018 12/22/2018 12/23/2018 12/24/2018 12/25/2018 12/26/2018 12/27/2018 12/28/2018 12/29/2018 12/30/2018 12/31/2018

### Evidence-based Strategy

Post Secondary Placement

### Measurable Goals

Goal Nickname	Measurable Goal Statement (Smart Goal)
Goal 3.a.	Refine the system and process for the School to Career Coordinator to work in partnership with teachers, Student Success Coordinators, Industry, and educational partners to assist in transition of EASTERN students to

Goal Nickname	Measurable Goal Statement (Smart Goal)
	their career plans post-graduation.
Goal 3.b.	Examine and improve the process for how Student Success Coordinators, Aides and teachers work together to support student achievement.

Action Step	Anticipated Start/Completion	Lead Person/Position	Materials/Resources/Supports Needed
Create a regional employer's lunch and learn to connect high priority occupation employers to EASTERN.	2023-07-01 - 2026-07-01	School to Career Coordinator	Collection of contact data from regional employers. WIB information.
Design a process that connects students, teachers and local business to explore careers and assist in the development of student career plans to include internships, apprenticeships, and job shadowing	2023-07-01 - 2026-07-01	School to Career Coordinator Student Success Coordinators	Analysis of current process Research on successful practices Data on placement
Create a job posting center	2023-07-01 - 2026-07-01	School to Career Coordinator Information Technology Coordinator	Community connections for job openings
Initiate or join community events such as manufacturing day, Signing day, Industry based organizations etc.	2023-07-01 - 2026-07-01	School to Career Coordinator	Community engagement
Conduct a review of the current processes and procedures. Results	2023-07-01 -	Supervisor of CTE	Data on effectiveness of

Action Step	Anticipated Start/Completion	Lead Person/Position	Materials/Resources/Supports Needed
will be used to inform recommendations for the future that help to improve these processes and procedures.	2026-07-01		current process.
Schedule Expanded Learning Opportunities including workplace site visits to assist students in post-secondary decisions.	2023-07-01 - 2026-07-01	Assistant Director School to Career Coordinator Instructional Staff	Contact information for post secondary and employers
School to Career Coordinator to conduct job fairs or career days.	2023-07-01 - 2026-07-01	School to Career Coordinator	Contact information for employers

### Anticipated Outcome

Year to year increased percentage of EASTERN students positively placed post graduation.

### Monitoring/Evaluation

Executive Director, Assistant Director, Supervisory of CTE Frequency-Quarterly or as needed Method-Progress reports and data reports

### Evidence-based Strategy

Climate and Culture

### Measurable Goals

Goal Nickname	Measurable Goal Statement (Smart Goal)
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Goal 1.a.	Promote and Nurture Diversity, Equity, Inclusion and Belonging at EASTERN.
Goal 1.c	Maintain continuous improvements in occupational safety and school security
Goal 1.d.	Enhance internal and external communications

Action Step	Anticipated Start/Completion	Lead Person/Position	Materials/Resources/Supports Needed
Collaborate with the Diversity, Equity, Inclusion, and Belonging Committee (DEIB) to implement the annual action plan develop a revised plan for the next consecutive year based on data, staff needs, and student surveys.	2023-07-01 - 2026-07-01	Executive Director	Best practices for equity policy
Develop platforms and opportunities for student and community voice within the DEIB Committee at EASTERN	2022-07-01 - 2026-07-01	Executive Director	Best practices for equity policy and procedure
Develop a yearly Safety Improvement Plan in collaboration with the Safety Committee	2023-07-01 - 2026-07-01	Supervisor of CTE	Data on EASTERN safety practices
Develop a system for improving occupational safety by using data to implement preventive measures and additional training	2023-07-01 - 2026-07-01	Supervisor of CTE	Data on EASTERN safety practices
Revise the EASTERN E-board to make the language more current, inclusive, and aligned to our values.	2023-07-01 - 2026-07-01	Executive Director	Input from Equity committee
Set up the Communications platform to serve a variety of stakeholders including district staff, parents, students, alumni, employer partners, etc.	2023-07-01 - 2026-07-01	Executive Director	Contact data



## PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

Measurable Goals	Action Plan Name	Professional Development Step	Anticipated Timeline
Evaluate current programming offerings on a regular basis and expand or reduce as appropriate (Goal 2.a)	Data Analysis	Continue the Program Review process to ensure that each program conducts an analysis once every five years to include: data-based program performance, industry projections and emerging trends.	07/01/2023 - 07/01/2026
Strategically use capital reserve funds to upgrade programming and maintain the physical plant. (Goal 2.b)			

## PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

Measurable Goals	Action Plan Name	Professional Development Step	Anticipated Timeline
Refine the system and process for the School to Career Coordinator to work in partnership with teachers, Student Success Coordinators, Industry, and educational partners to assist in transition of EASTERN students to their career plans post-graduation. (Goal 3.a.)	Post Secondary Placement	Design a process that connects students, teachers and local business to explore careers and assist in the development of student career plans to include internships, apprenticeships, and job shadowing	07/01/2023 - 07/01/2026
Examine and improve the process for how Student Success Coordinators, Aides and teachers work together to support student achievement. (Goal 3.b.)			

## PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

Measurable Goals	Action Plan Name	Professional Development Step	Anticipated Timeline
Refine the system and process for the School to Career Coordinator to work in partnership with teachers, Student Success Coordinators, Industry, and educational partners to assist in transition of EASTERN students to their career plans post-graduation. (Goal 3.a.)	Post Secondary Placement	Schedule Expanded Learning Opportunities including workplace site visits to assist students in post- secondary decisions.	07/01/2023 - 07/01/2026
Examine and improve the process for how Student Success Coordinators, Aides and teachers work together to support student achievement. (Goal 3.b.)			

## PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

Measurable Goals	Action Plan Name	Professional Development Step	Anticipated Timeline
Promote and Nurture Diversity, Equity, Inclusion and Belonging at EASTERN. (Goal 1.a.)	Climate and Culture	Collaborate with the Diversity, Equity, Inclusion, and Belonging Committee (DEIB) to implement the annual action plan develop a revised plan for the next consecutive year based on data, staff needs, and student surveys.	07/01/2023
Maintain continuous improvements in occupational safety and school security (Goal 1.c)			-
Enhance internal and external communications (Goal 1.d.)			07/01/2026

**PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:**

Measurable Goals	Action Plan Name	Professional Development Step	Anticipated Timeline
Promote and Nurture Diversity, Equity, Inclusion and Belonging at EASTERN. (Goal 1.a.)	Climate and Culture	Develop a yearly Safety Improvement Plan in collaboration with the Safety Committee	07/01/2023 - 07/01/2026

## PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

Measurable Goals	Action Plan Name	Professional Development Step	Anticipated Timeline
Promote and Nurture Diversity, Equity, Inclusion and Belonging at EASTERN. (Goal 1.a.)	Climate and Culture	Develop a system for improving occupational safety by using data to implement preventive measures and additional training	07/01/2023
Maintain continuous improvements in occupational safety and school security (Goal 1.c)			-
Enhance internal and external communications (Goal 1.d.)			07/01/2026



## APPROVALS & SIGNATURES

### Assurance of Quality and Accountability

### Assurance of Quality and Accountability

The Building Administrator, Superintendent/Chief Executive Officer and President of the School Board will affirm the following statements.

We affirm that our school has developed a School Improvement Plan based upon a thorough review of the essential practices to advance educational programs and processes and improve student achievement.

We affirm that the action plans that we will be implementing address our specific school needs, include strategies that provide educational opportunities and instructional strategies for all students and each of the student groups, increases the amount and quality of learning time, and provides equity in the curriculum which may include programs, activities, and courses necessary to provide a well-rounded education. These plans address the needs of all children in the school, but particularly the needs of those at risk of not meeting the challenging State academic standards.

We, the undersigned, hereby certify that the school level plan has been duly reviewed by the Building Administrator, Superintendent of Schools and formally approved by the district's Board of Education, per guidelines required by the Pennsylvania Department of Education.

We hereby affirm and assure that this plan:

- Addresses all the **required components** prescribed by the Pennsylvania Department of Education
- Meets **ESSA requirements**
- Includes **at least one evidence-based strategy that meets one of the three highest levels of evidence outlined in ESSA**
- Has a **high probability of improving student outcomes**
- Has sufficient **LEA leadership and support to ensure successful implementation**

**With this Assurance of Quality & Accountability, we request the Pennsylvania Department of Education grant formal approval to implement this plan.**

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School Board Minutes or Affirmation Statement

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**Signature (Entered Electronically and must have access to web application).**

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Chief School Administrator

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School Improvement Facilitator Signature

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Building Principal Signature

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## ADDENDUM A: BACKGROUND INFORMATION TO INFORM PLAN

Strengths	Challenges
Advanced on Industry-Based Competency Assessment	Regular Attendance
Industry-Based Learning	Post Secondary Transition
Career Standards Benchmark	Placement
Rigorous Courses of Study	Program Completion
NOCTI Competent and or Advanced	Data does not apply.
NOCTI Advanced	Data does not apply.
Industry Certificates	Data does not apply.
Data does not apply.	Hispanic students Regular Attendance is not meeting state benchmarks
Data does not apply.	Black students Regular Attendance is not meeting state benchmarks
Data does not apply.	Students with Disabilities Regular Attendance is not meeting state benchmarks
Students with Disabilities Career Standards Benchmark exceeded	Align curricular materials and lesson plans to the PA Standards
Black and Hispanic students Career Standards Benchmark exceeded	

Strengths

Identify professional learning needs through analysis of a variety of data

Promote and sustain a positive school environment where all members feel welcomed, supported, and safe in school: socially, emotionally, intellectually and physically

Foster a culture of high expectations for success for all students, educators, families, and community members

Identify and address individual student learning needs

Challenges

Implement evidence-based strategies to engage families to support learning

Most Notable Observations/Patterns

Challenges	Discussion Point	Priority for Planning
Regular Attendance	Create and maintain a positive school climate where students and staff feel safe, respected, heard, and valued.	
Post Secondary Transition	Refine the system and process for the School to Career Coordinator to work in partnership with teachers, Student Success Coordinators, Industry and educational partners to assist in transition of EASTERN students to their career plans post-graduation.	
Placement	Enhance post graduate connections and focus on an outcome based analysis.	

## ADDENDUM B: ACTION PLAN

### Action Plan: Data Analysis

Action Steps		Anticipated Start/Completion Date	
Beginning in 2023 and every three years thereafter, the Executive Advisory Committee shall conduct a regional workforce analysis and provide suggestions to the Joint Operating Committee on new and current programming		07/01/2023 - 07/01/2026	
Monitoring/Evaluation		Anticipated Output	
Executive Director and Assistant Director as needed by review of paperwork.		Includes Program Discovery and Individual Program Review Reports, report on findings of DO program viability and five year revised Capital Plan report.	
Material/Resources/Supports Needed		PD Step	Comm Step
WIB and SOC data		no	no

**Action Steps****Anticipated Start/Completion Date**

Continue the Program Review process to ensure that each program conducts an analysis once every five years to include: data-based program performance, industry projections and emerging trends.

07/01/2023 - 07/01/2026

**Monitoring/Evaluation****Anticipated Output**

Executive Director and Assistant Director as needed by review of paperwork.

Includes Program Discovery and Individual Program Review Reports, report on findings of DO program viability and five year revised Capital Plan report.

**Material/Resources/Supports Needed****PD Step****Comm Step**

Regional data from the WIB. Support for Occupational Advisory Committees

yes

no

Action Steps	Anticipated Start/Completion Date	
Explore a Diversified Occupations Program for all participating districts.	07/01/2024 - 07/01/2025	
Monitoring/Evaluation	Anticipated Output	
Executive Director and Assistant Director as needed by review of paperwork.	Includes Program Discovery and Individual Program Review Reports, report on findings of DO program viability and five year revised Capital Plan report.	
Material/Resources/Supports Needed	PD Step	Comm Step
Data from existing programs and participating districts.	no	no







**Action Steps****Anticipated Start/Completion Date**

Design a process that connects students, teachers and local business to explore careers and assist in the development of student career plans to include internships, apprenticeships, and job shadowing

07/01/2023 - 07/01/2026

**Monitoring/Evaluation****Anticipated Output**

Executive Director, Assistant Director, Supervisory of CTE Frequency-Quarterly or as needed Method-Progress reports and data reports

Year to year increased percentage of EASTERN students positively placed post graduation.

**Material/Resources/Supports Needed****PD Step****Comm Step**

Analysis of current process Research on successful practices Data on placement

yes

yes

2023 2024 2025 2026 2027 2028 2029 2030 2031 2032 2033 2034 2035 2036 2037 2038 2039 2040 2041 2042 2043 2044 2045 2046 2047 2048 2049 2050 2051 2052 2053 2054 2055 2056 2057 2058 2059 2060 2061 2062 2063 2064 2065 2066 2067 2068 2069 2070 2071 2072 2073 2074 2075 2076 2077 2078 2079 2080 2081 2082 2083 2084 2085 2086 2087 2088 2089 2090 2091 2092 2093 2094 2095 2096 2097 2098 2099 2100



Action Steps	Anticipated Start/Completion Date	
Initiate or join community events such as manufacturing day, Signing day, Industry based organizations etc.	07/01/2023 - 07/01/2026	
Monitoring/Evaluation	Anticipated Output	
Executive Director, Assistant Director, Supervisory of CTE Frequency-Quarterly or as needed Method-Progress reports and data reports	Year to year increased percentage of EASTERN students positively placed post graduation.	
Material/Resources/Supports Needed	PD Step	Comm Step
Community engagement	no	no

**Action Steps****Anticipated Start/Completion Date**

Conduct a review of the current processes and procedures. Results will be used to inform recommendations for the future that help to improve these processes and procedures.

07/01/2023 - 07/01/2026

**Monitoring/Evaluation****Anticipated Output**

Executive Director, Assistant Director, Supervisory of CTE Frequency-Quarterly or as needed Method-Progress reports and data reports

Year to year increased percentage of EASTERN students positively placed post graduation.

**Material/Resources/Supports Needed****PD Step****Comm Step**

Data on effectiveness of current process.

no

no

2023 2024 2025 2026 2027 2028 2029 2030 2031 2032 2033 2034 2035 2036 2037 2038 2039 2040 2041 2042 2043 2044 2045 2046 2047 2048 2049 2050 2051 2052 2053 2054 2055 2056 2057 2058 2059 2060 2061 2062 2063 2064 2065 2066 2067 2068 2069 2070 2071 2072 2073 2074 2075 2076 2077 2078 2079 2080 2081 2082 2083 2084 2085 2086 2087 2088 2089 2090 2091 2092 2093 2094 2095 2096 2097 2098 2099 2100

Action Steps	Anticipated Start/Completion Date	
Schedule Expanded Learning Opportunities including workplace site visits to assist students in post-secondary decisions.	07/01/2023 - 07/01/2026	
Monitoring/Evaluation	Anticipated Output	
Executive Director, Assistant Director, Supervisory of CTE Frequency-Quarterly or as needed Method-Progress reports and data reports	Year to year increased percentage of EASTERN students positively placed post graduation.	
Material/Resources/Supports Needed	PD Step	Comm Step
Contact information for post secondary and employers	yes	no

















Action Steps	Anticipated Start/Completion Date
Improve and streamline communications to new students throughout the enrollment process	07/01/2023 - 07/01/2026

Monitoring/Evaluation	Anticipated Output
Executive Director, Supervisor of CTE Frequency-by semester or as needed Date collection and progress reports on activity	Revised Equity Statements and plans Revised Safety Plans Revised Communication Plans

Material/Resources/Supports Needed	PD Step	Comm Step
Enrollment process revisions	no	yes

10011 1040 1041 1002 1003 1004 1005 1006 1007 1008 1009 1010 1011 1012 1013 1014 1015 1016 1017 1018 1019 1020 1021 1022 1023 1024 1025 1026 1027 1028 1029 1030 1031 1032 1033 1034 1035 1036 1037 1038 1039 1040 1041 1042 1043 1044 1045 1046 1047 1048 1049 1050 1051 1052 1053 1054 1055 1056 1057 1058 1059 1060 1061 1062 1063 1064 1065 1066 1067 1068 1069 1070 1071 1072 1073 1074 1075 1076 1077 1078 1079 1080 1081 1082 1083 1084 1085 1086 1087 1088 1089 1090 1091 1092 1093 1094 1095 1096 1097 1098 1099 1100

11001 11002 11003 11004 11005 11006 11007 11008 11009 11010 11011 11012 11013 11014 11015 11016 11017 11018 11019 11020 11021 11022 11023 11024 11025 11026 11027 11028 11029 11030 11031 11032 11033 11034 11035 11036 11037 11038 11039 11040 11041 11042 11043 11044 11045 11046 11047 11048 11049 11050 11051 11052 11053 11054 11055 11056 11057 11058 11059 11060 11061 11062 11063 11064 11065 11066 11067 11068 11069 11070 11071 11072 11073 11074 11075 11076 11077 11078 11079 11080 11081 11082 11083 11084 11085 11086 11087 11088 11089 11090 11091 11092 11093 11094 11095 11096 11097 11098 11099 11100

## ADDENDUM C: PROFESSIONAL DEVELOPMENT PLANS

Measurable Goals	Action Plan Name	Professional Development Step	Anticipated Timeline
Evaluate current programming offerings on a regular basis and expand or reduce as appropriate (Goal 2.a)	Data Analysis	Continue the Program Review process to ensure that each program conducts an analysis once every five years to include: data-based program performance, industry projections and emerging trends.	07/01/2023 - 07/01/2026
Strategically use capital reserve funds to upgrade programming and maintain the physical plant. (Goal 2.b)			
Refine the system and process for the School to Career Coordinator to work in partnership with teachers, Student Success Coordinators, Industry, and educational partners to assist in transition of EASTERN students to their career plans post-graduation. (Goal 3.a.)	Post Secondary Placement	Design a process that connects students, teachers and local business to explore careers and assist in the development of student career	07/01/2023 - 07/01/2026
Examine and improve the process for how Student Success Coordinators, Aides and teachers work together to support student achievement. (Goal 3.b.)			



Measurable Goals	Action Plan Name	Professional Development Step	Anticipated Timeline
		plans to include internships, apprenticeships, and job shadowing	
Refine the system and process for the School to Career Coordinator to work in partnership with teachers, Student Success Coordinators, Industry, and educational partners to assist in transition of EASTERN students to their career plans post-graduation. (Goal 3.a.)	Post Secondary Placement	Schedule Expanded Learning Opportunities including workplace site visits to assist students in post-secondary decisions.	07/01/2023 - 07/01/2026
Examine and improve the process for how Student Success Coordinators, Aides and teachers work together to support student achievement. (Goal 3.b.)			
Promote and Nurture Diversity, Equity, Inclusion and Belonging at EASTERN. (Goal 1.a.)	Climate and Culture	Collaborate with the Diversity, Equity, Inclusion, and Belonging Committee (DEIB) to implement the annual action plan	07/01/2023 -
Maintain continuous improvements in occupational safety and school security (Goal 1.c)		develop a revised plan for the next	07/01/2026
Enhance internal and external communications (Goal 1.d.)			

Measurable Goals	Action Plan Name	Professional Development Step	Anticipated Timeline
		consecutive year based on data, staff needs, and student surveys.	
Promote and Nurture Diversity, Equity, Inclusion and Belonging at EASTERN. (Goal 1.a.)	Climate and Culture	Develop a yearly Safety Improvement Plan	07/01/2023 - 07/01/2026
Maintain continuous improvements in occupational safety and school security (Goal 1.c)		in collaboration with the Safety Committee	
Enhance internal and external communications (Goal 1.d.)			
Promote and Nurture Diversity, Equity, Inclusion and Belonging at EASTERN. (Goal 1.a.)	Climate and Culture	Develop a system for improving occupational safety by using data to implement preventive measures and additional training	07/01/2023 - 07/01/2026
Maintain continuous improvements in occupational safety and school security (Goal 1.c)			
Enhance internal and external communications (Goal 1.d.)			

PROFESSIONAL DEVELOPMENT PLANS

Professional Development Step	Audience	Topics of Prof. Dev
Program Review	Instructors, Occupational Advisory Committee Members	Data on Program and School Performance, Industry Trends and Projections, Equipment and Program needs
Evidence of Learning	Anticipated Timeframe	Lead Person/Position
Completion and Joint Operating Committee acceptance of report	07/01/2023 - 07/01/2026	Assistant Director, Program Instructors
Danielson Framework Component Met in this Plan:		This Step meets the Requirements of State Required Trainings:
1d: Demonstrating Knowledge of Resources		
Professional Development Step	Audience	Topics of Prof. Dev
Connecting Students to Post Secondary Options	Instructors, School to Career Coordinator, Student Success Coordinators	Career Exploration, Internships, Apprenticeships, Job Shadowing
Evidence of Learning	Anticipated Timeframe	Lead Person/Position
Revised Development of Student Career Plans Process	07/01/2023 - 07/01/2026	School to Career Coordinator Student Success Coordinators

Danielson Framework Component Met in this Plan:

This Step meets the Requirements of State Required Trainings:

3c: Engaging Students in Learning

Professional Development Step

Audience

Topics of Prof. Dev

Occupational Safety

Instructors, Instructional Assistants,  
Staff

Preventative safety measures, current safety  
practices, Safety Improvement Plan

Evidence of Learning

Anticipated Timeframe

Lead Person/Position

Competed revised Safety Plan

07/01/2023 - 07/01/2026

Supervisor of CTE

Danielson Framework Component Met in this Plan:

This Step meets the Requirements of State Required Trainings:

2e: Organizing Physical Space

Professional Development Step

Audience

Topics of Prof. Dev

Diversity, Equity, Inclusion and Belonging

All EASTERN staff and faculty

Diversity, Equity, Inclusion and Belonging



## ADDENDUM D: ACTION PLAN COMMUNICATION

Measurable Goals	Action Plan Name	Communication Step	Anticipated Timeline
<p>Refine the system and process for the School to Career Coordinator to work in partnership with teachers, Student Success Coordinators, Industry, and educational partners to assist in transition of EASTERN students to their career plans post-graduation. (Goal 3.a.)</p> <p>Examine and improve the process for how Student Success Coordinators, Aides and teachers work together to support student achievement. (Goal 3.b.)</p>	Post Secondary Placement	Create a regional employer's lunch and learn to connect high priority occupation employers to EASTERN.	2023-07-01 - 2026-07-01
<p>Refine the system and process for the School to Career Coordinator to work in partnership with teachers, Student Success Coordinators, Industry, and educational partners to assist in transition of EASTERN students to their career plans post-graduation. (Goal 3.a.)</p> <p>Examine and improve the process for how Student Success Coordinators, Aides and teachers work together to support student achievement. (Goal 3.b.)</p>	Post Secondary Placement	Design a process that connects students, teachers and local business to explore careers and assist in the development of student career plans to include internships, apprenticeships, and job shadowing	2023-07-01 - 2026-07-01

Measurable Goals	Action Plan Name	Communication Step	Anticipated Timeline
Refine the system and process for the School to Career Coordinator to work in partnership with teachers, Student Success Coordinators, Industry, and educational partners to assist in transition of EASTERN students to their career plans post-graduation. (Goal 3.a.)	Post Secondary Placement	Create a job posting center	2023-07-01 - 2026-07-01
Examine and improve the process for how Student Success Coordinators, Aides and teachers work together to support student achievement. (Goal 3.b.)			
Refine the system and process for the School to Career Coordinator to work in partnership with teachers, Student Success Coordinators, Industry, and educational partners to assist in transition of EASTERN students to their career plans post-graduation. (Goal 3.a.)	Post Secondary Placement	School to Career Coordinator to conduct job fairs or career days.	2023-07-01 - 2026-07-01
Examine and improve the process for how Student Success Coordinators, Aides and teachers work together to support student achievement. (Goal 3.b.)			
Promote and Nurture Diversity, Equity, Inclusion and Belonging at EASTERN. (Goal 1.a.)	Climate and Culture	Collaborate with the Diversity, Equity, Inclusion, and Belonging Committee (DEIB) to implement the annual action plan develop a revised plan for the next	2023-07-01 - 2026-07-01
Maintain continuous improvements in occupational safety and school security (Goal 1.c)			
Enhance internal and external communications (Goal 1.d.)			

Measurable Goals	Action Plan Name	Communication Step	Anticipated Timeline
		consecutive year based on data, staff needs, and student surveys.	
Promote and Nurture Diversity, Equity, Inclusion and Belonging at EASTERN. (Goal 1.a.) Maintain continuous improvements in occupational safety and school security (Goal 1.c) Enhance internal and external communications (Goal 1.d.)	Climate and Culture	Develop platforms and opportunities for student and community voice within the DEIB Committee at EASTERN	2022-07-01 - 2026-07-01
Promote and Nurture Diversity, Equity, Inclusion and Belonging at EASTERN. (Goal 1.a.) Maintain continuous improvements in occupational safety and school security (Goal 1.c) Enhance internal and external communications (Goal 1.d.)	Climate and Culture	Develop a yearly Safety Improvement Plan in collaboration with the Safety Committee	2023-07-01 - 2026-07-01
Promote and Nurture Diversity, Equity, Inclusion and Belonging at EASTERN. (Goal 1.a.) Maintain continuous improvements in occupational safety and school security (Goal 1.c) Enhance internal and external communications (Goal 1.d.)	Climate and Culture	Develop a system for improving occupational safety by using data to implement preventive	2023-07-01 - 2026-07-01



Measurable Goals	Action Plan Name	Communication Step	Anticipated Timeline
		measures and additional training	
Promote and Nurture Diversity, Equity, Inclusion and Belonging at EASTERN. (Goal 1.a.) Maintain continuous improvements in occupational safety and school security (Goal 1.c.) Enhance internal and external communications (Goal 1.d.)	Climate and Culture	Set up the Communications platform to serve a variety of stakeholders including district staff, parents, students, alumni, employer partners, etc.	2023-07-01 - 2026-07-01
Promote and Nurture Diversity, Equity, Inclusion and Belonging at EASTERN. (Goal 1.a.) Maintain continuous improvements in occupational safety and school security (Goal 1.c.) Enhance internal and external communications (Goal 1.d.)	Climate and Culture	Improve and streamline communications to new students throughout the enrollment process	2023-07-01 - 2026-07-01

COMMUNICATIONS PLAN



**Lead Person/Position**

Executive Director

**Communication Step**

Safety Improvement Plan

**Audience**

Entire EASTERN community

**Topics/Message of Communication**

Safety Planning, Preventative Measures, School with Safety Plan

**Anticipated Timeframe**

07/01/2023 - 07/01/2026

**Frequency**

Upon completion of report

**Delivery Method**

Presentation

**Lead Person/Position**

Supervisory of CTE

**Communication Step**

School Communications

**Audience**

EASTERN stakeholders, students, alumni, parents, and participating districts

**Topics/Message of Communication**

Communications, Enrollment communications to new students



## ADDENDUM E: COMPREHENSIVE PLAN COMMUNICATIONS

Communication Step	Topics of Message	Mode	Audience	Anticipated Timeline
1. Initial Outreach	Introduction of the project, its goals, and the importance of community involvement.	Face-to-face meeting	Local community members, including school children and parents.	Week 1-2
2. Needs Assessment	Identifying the specific needs and challenges of the community, such as lack of access to clean water and healthcare.	Surveys and interviews	Community members, local health workers, and school teachers.	Week 3-4
3. Resource Mobilization	Identifying and securing the necessary resources, including funding, materials, and personnel.	Online fundraising, grant applications	Local businesses, NGOs, and government agencies.	Week 5-6
4. Project Planning	Developing a detailed project plan, including timelines, tasks, and responsibilities.	Collaborative workshops	Community members, project staff, and local leaders.	Week 7-8
5. Implementation	Executing the project plan, including constructing the water supply system, setting up the health center, and conducting health education sessions.	On-site construction and training	Community members, project staff, and local health workers.	Week 9-12
6. Monitoring and Evaluation	Tracking the progress of the project, assessing its impact, and identifying areas for improvement.	Regular site visits and data collection	Project staff, community members, and external evaluators.	Week 13-14
7. Sustainability Planning	Developing strategies to ensure the long-term sustainability of the project, including training local staff and establishing community committees.	Workshops and training sessions	Community members, project staff, and local leaders.	Week 15-16
8. Reporting and Communication	Preparing and disseminating reports on the project's progress, impact, and lessons learned.	Written reports, presentations, and media coverage	Project staff, community members, and the public.	Week 17-18