

Keefe Regional Technical School School Improvement Plan Major Goals 2023-2024



South Middlesex Regional Vocational Technical School District

Approved:

Admissions/Career and Technical

SMART Goal 1: During the 2023-2024 school year, During the 2023-2024 school year, program instructors within the construction cluster will all be involved in planning, implementing, and assessing student lessons. Theoretical and conceptual learning will be intertwined with active authentic learning throughout the course of each day. The Construction Cluster will blend related theory with active learning.

Present Status	Key Actions	Benchmarks	Responsible Party	Evidence of Success
<p>Two out of four construction cluster shops have a dedicated related instructor who instructs all grade levels in related theory and is a support instructor when not in the classroom. At times the theoretical content that is being taught is not related to the hands-on experience in the shop.</p>	<p>Review current roles and responsibilities and meet with stakeholders to brainstorm ideas Designate Instructor Roles;</p> <p>Each instructor will have at least 1 class of record in which they will be responsible for the facilitation, and coordination of instruction for grade-level related theory and shop learning;</p> <p>The secondary instructor is expected to provide direct instruction to students and will take a support role in theory content delivery.</p> <p>Lesson planning: The teacher of record and the secondary instructor will be responsible for creating all related lesson plans for students assigned in their instructional area,</p> <p>Unit planning: The teacher of record will be responsible for planning weekly unit plans and recording them in the CIAC tracker,</p>	<p>Prior to the end of the 2022-23 school year, Instructors will be notified of their responsibilities and begin Unit planning.</p> <p>Prior to the start of the 2023-24 school year, I will coordinate schedules with instructors</p> <p>Prior to the start of the 2023-24 school year, a class rank book will be set up in PowerSchool listing the teacher of record</p> <p>Prior to the end of September 2023, we will establish meeting times with the program areas to gain feedback</p> <p>Throughout the 2023-24 school year, programs will collaborate during department meeting time and find ways to better implement the plan</p>	<p>CTE Director</p>	

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	<p>These unit plans must be updated at least 1 month in advance: Both the teacher of record and the secondary instructor will have the responsibility of creating lesson plans for shop projects,</p> <p>This will enable instructors to have the freedom to create deliverable material unique to their own teaching style;</p> <p>Electrical, Plumbing, Carpentry, HVAC/R Code instruction: Instructing students how to navigate the book,</p> <p>Code instruction can be a part of active learning reflected alongside learning standards ,</p> <p>Can be time allocated for independent work,</p> <p>Can be an agenda item that is covered 2-3 times each day;</p> <p>Assessment: Daily employability grading must be the same for each member of the shop</p>			
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	<p>related grading. Can be any practical or theoretical assessment;</p> <p>Outside project rotation: Each student must be able to access the same curriculum,</p> <p>A1 - A2 B1 -B2.</p>			
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Guidance/Special Education

SMART Goal 2: During the 2023-24 school year, we will increase the effectiveness and integration of our BRYT Program into the larger school community.

Present Status	Key Actions	Benchmarks	Responsible Party	Evidence of Success
<p>During the 2022-23 school year, we officially started a tier three intervention program for students transitioning back into the building after a hospitalization or extended absence. We partnered with the Brookline Center, Bridge for Resilient Youth in Transition, to implement our BRYT Program. Both an Academic Coordinator and a Clinical Coordinator were hired for the program. We established a protocol for referrals to the program and successfully had multiple students enrolled in the program throughout the school year. With staff changes and the onset of a new program, we are continuing to work towards a cohesive model where BRYT Program staff are able to effectively communicate with each other, as well as other stakeholders to best support students' school engagement and success.</p>	<p>Establish program staff for the 2023-24 school year;</p> <p>Review program data from the 2022-2023 school year;</p> <p>Establish meeting times with program staff and outside partners;</p> <p>Implement Keefe Tech's version of the BRYT model for all students enrolled in the program;</p> <p>Determine and execute an effective method of consistent communication between BRYT Program staff;</p> <p>Review student data from the current school year to determine any needed program changes.</p>	<p>Prior to the start of the 2023-24 school year, we will establish program staff for the BRYT Program;</p> <p>Prior to the start of the 2023-24 school year, we will review student data from the program for the 2022-23 school year;</p> <p>Prior to the end of September 2023, we will establish meeting times with program staff and outside partners;</p> <p>Throughout the 2023-24 school year, we will implement our version of the BRYT model for all students enrolled in the program;</p> <p>Throughout the 2023-24 school year, program staff will meet in a variety of ways to support students enrolled in the program, determine new program protocols, as well as effectively communicate with other stakeholders.</p>	<p>Director of Guidance/Admissions, Director of Special Education, Clinical Team, BRYT Program Staff</p>	

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		Prior to the end of the 2023-24 school year, we will conduct surveys and review student data from the program to establish any necessary changes for the following year.		
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School Climate

SMART Goal 3: During the 2023-24 school year, we will decrease the number of out of school suspensions as we continue to consider creative ways to re-engage the student in the learning process, without suspending them. Alternative consequences for all students, especially those of underrepresented populations, will be implemented.

Present Status	Key Actions	Benchmarks	Responsible Party	Evidence of Success
<p>During the past few years, our suspension numbers have increased due to the recent uptick in vaping THC on school grounds. Over the past few years we have decreased the number of suspensions for other offenses but have not found creative ways to keep students from possessing and using illegal substances on school grounds.</p>	<p>Review discipline data from the current and previous school year to determine who is being suspended and for what reason;</p> <p>Review current policies and procedures and meet with stakeholders to brainstorm ideas;</p> <p>Establish meeting times with school staff and outside partners;</p> <p>Continue to utilize restorative justice approaches to school discipline;</p> <p>In collaboration with The Massachusetts Department of Public Health and the Institute for Health and Recovery, we will partner with iDECIDE (Drug Education Curriculum: Intervention, Diversion, and Empowerment), an evidence-based Tier</p>	<p>Prior to the start of the 2023-24 school year, we will establish procedures for when students get caught possessing or using illicit substances on school grounds;</p> <p>Prior to the start of the 2023-24 school year, we will review student discipline data for the 2021-22, 2022-23 school year;</p> <p>Prior to the end of September 2023, we will establish meeting times with climate and culture staff, school counselors and outside partners;</p> <p>Throughout the 2023-24 school year, we will review data for students suspended;</p> <p>Throughout the 2023-24 school year, in collaboration with IDECIDE, we will</p>	<p>Assistant Principal, Principal, Director of Guidance, School Adjustment Counselor</p>	

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	<p>Two drug education curriculum and diversion program to provide behavioral support and psychoeducation for students using substances.</p>	<p>promote education and empowerment, instead of punishment, as an equitable response to adolescent substance use;</p> <p>Throughout the 2023-24 school year, we will provide students with science-based knowledge and skills, where students will make decisions that align with our core values and future goals to support their own personal well-being.</p>		
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Academics

SMART Goal 4: During the 2023-2024 school year, the District will transition away from IPass to the full implementation of a new Learning Management System (LMS), *PowerSchool*, for all aspects of school business, including teaching, learning, and assessment.

Present Status	Key Actions	Benchmarks	Responsible Party	Evidence of Success
<p>Incorporating the new LMS (<i>PowerSchool</i>) aligns with our school philosophy, goals, and mission, as we continue to focus on increasing student achievement.</p>	<p>1. Conduct a needs analysis to determine if a new LMS is necessary and identify the key features and benefits that will support student learning and teacher productivity.</p>	<p>Spring, 2023</p>	<p>District Admin Team</p> <p>School-Level Admin Team</p> <p>Technology Department</p>	
<p>A new LMS will enhance student learning outcomes by providing a more interactive and engaging online learning experience while using data to drive instruction.</p>	<p>2. Research and evaluate different LMS options to find one that meets the specific needs of the school, including compatibility with existing hardware and software infrastructure.</p>	<p>Spring, 2023</p>	<p>Keefe Tech Faculty and Staff</p>	
<p>By following this school improvement goal and action plan, Keefe Tech will create a more current, relevant, and engaging learning experience for all stakeholders of the Keefe Tech school community.</p>	<p>3. Create an implementation plan that outlines the steps necessary to integrate the new LMS into the school's existing systems. This plan will include a timeline, resources needed, and the roles and responsibilities of all stakeholders involved.</p>	<p>Summer/Fall, 2023</p>		
	<p>4. Provide training and support for all teachers and staff who will be using the new LMS. This will include</p>	<p>Summer/Fall, 2023 and ongoing</p>		

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	<p>online tutorials, in-person workshops, and ongoing technical support.</p> <p>5. Conduct thorough testing of the new LMS to ensure that it is functioning properly and is accessible to all users, including those with disabilities.</p> <p>6. Communicate the change to all stakeholders, including parents and students. This will include newsletters, emails, or other forms of communication to explain the benefits of the new technology and how it will be used.</p> <p>7. Continuously monitor progress and evaluate the success of the new LMS. Collect feedback from teachers, students, and parents, and make any necessary adjustments to the implementation plan.</p>	<p>Summer/Fall, 2023 and ongoing</p> <p>Summer/Fall, 2023 and ongoing</p> <p>2023-2024, and ongoing</p>		
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