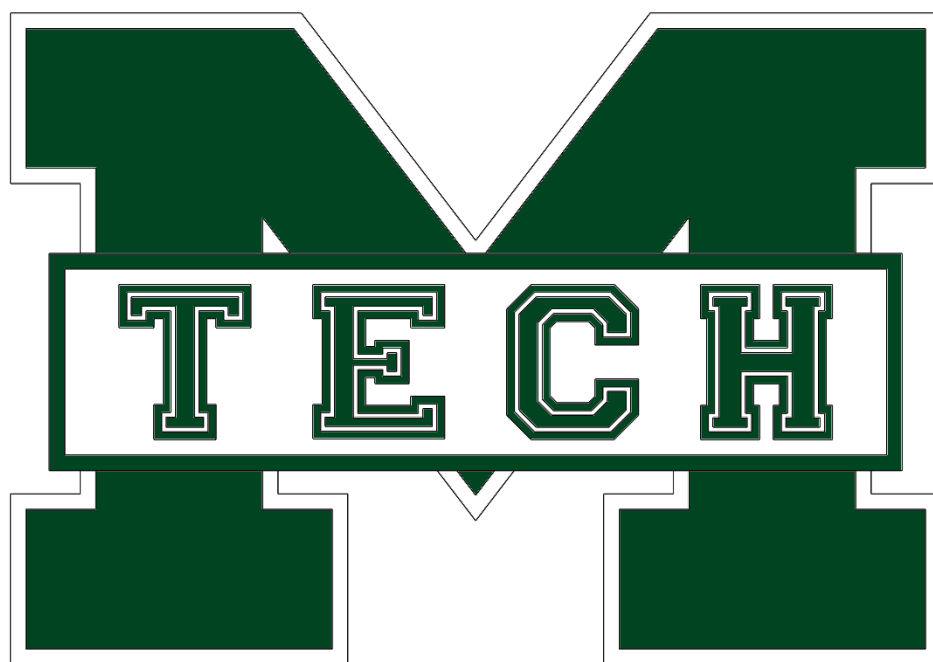


**Northern Berkshire Vocational Regional School District**

**McCann Technical School**



**Title I Program Handbook**

**2024-2025**

## **MISSION**

The mission of McCann Technical School is to graduate technically skilled, academically prepared, and socially responsible individuals ready to meet the demands of the 21<sup>st</sup> century.

## **VISION**

McCann Technical School is committed to being the leader of quality technical education and academic achievement in the Commonwealth of Massachusetts.

## **EDUCATIONAL PHILOSOPHY**

The school community will create a learning environment that motivates and actively engages all students in mastering rigorous academic and technical curricula. Our educational philosophy is sustained by faculty, staff, and administrators dedicated to a student-centered focus through continuous improvement. Student growth and development are promoted by instilling the following core values in our students:

**Respect** for self, others, and the learning environment promotes a positive learning experience for all students.

**Effort** is demonstrated through an applied work ethic that includes punctuality, improvement, and a determination to succeed.

**Accountability** develops personal responsibility for both behavior and learning.

**Communication** facilitates collaboration, promotes self-advocacy, and develops positive relationships.

**Honor** requires students to act with integrity, honesty, positivity, and empathy for others.

## **GOALS**

- To increase the percentage of students performing at the proficient and advanced levels.
- To increase the utilization of data to improve student performance.
- To engage students through dynamic and technologically integrated teaching strategies.
- To implement a rigorous and relevant curriculum that is aligned to the academic and technical Massachusetts Curriculum Frameworks and Common Core standards.
- To align technical programs to national standards and accreditation requirements, allowing students to obtain relevant licensure/certifications.
- Utilizing SkillsUSA as a platform, develop career-ready students with the skills and professionalism to succeed in the workplace.
- To develop recruiting strategies to expand community awareness.

## **TITLE I PROGRAM INTRODUCTION**

Title I is a federally funded grant program that supplements educational opportunities for students who are most at risk of failing to meet the challenging content and performance standards of the Massachusetts Curriculum Frameworks. As a schoolwide Title I Program, McCann Technical School utilizes the grant funds to upgrade the

entire educational program of the school to raise the academic achievement of all students. The major priorities of the Title I Program are:

- Providing support services to students that are academically-related to strengthening the core program
- Enabling students to achieve the learning standards of the Massachusetts Curriculum Frameworks by supporting evidence-based programs
- Engaging school staff in professional development that will elevate the quality of instruction
- Involve families as active partners in their students' education at school through meaningful communication

#### **TITLE I PROGRAM DESIGN AND EVALUATION**

The Director of Student Services is responsible for managing the Title I Program each year in accordance with the annually submitted and approved consolidated grant application. The Program design is adjusted, as needed, each year to meet the requirements of the grant funded goals and activities included in the application. The Director of Student Services will develop a schoolwide program plan each school year.

In conjunction with other applicable district staff and student families, the Director of Student Services annually evaluates the effectiveness of the Title I activities to ensure the funds are being invested in the most effective way possible. The evaluation considers all aspects of the Title I Program, including effectiveness of procedures and involvement of student families. The following primary questions guide program evaluation:

- Has the Title I Program been effective?
- What has worked well in the Title I Program?
- What has not worked well in the Title I Program?
- How should the Title I Program be refined?

The district administration team (Superintendent, Principal, Assistant Principal, and Director of Student Services) analyzes the data and the results of these analyses are used as the source of evidence to determine the answers to the four questions. Information is collected in the form of student performance data, surveys, attendance data, and other applicable data sources from students, teachers, and administrators. Additionally, a program evaluation survey is distributed to all families, and the survey is translated into other language's if a request is made by a family. As necessary and appropriate, the results of the analysis are shared with other staff, families, and other stakeholders to determine necessary and important changes that should be made to the Title I Program to better serve its students. The results of the evaluation, including information about any changes to the Title I program, are shared with the School Committee and distributed to all families. The survey and evaluation results are translated into other languages if a request is made by a family.

#### **TITLE I PROGRAM FAMILY ENGAGEMENT AND COMMUNICATIONS**

McCann Technical School is committed to the ongoing implementation of an effective home-school partnership. The school will implement the following activities in order to continuously support increased family engagement and communication.

- Families will be provided with timely information regarding updates to the Title I Program, an explanation of the curriculum and assessments used at the school, as well as proficiency levels students are expected to meet based on state academic standards. The district follows the Massachusetts Curriculum Frameworks and students must attain the State's standards assessed through MCAS testing. This information will be shared with families in the following ways:
  - A general Title I Family Evening will be held each year that informs families of the school's participation in Title I and explains the requirements of Title I, including family engagement requirements.
  - As ongoing communications throughout the school year in electronic and paper format, as needed.
- Families will be provided with opportunities to formulate suggestions, and to participate as appropriate, in decisions about the education of their children in the following ways:

- Family-teacher conferences will be held in November at the completion of quarter 1. Throughout the year, family-teacher conferences may also be held upon request by contacting the School Counseling Department.
- Families will also be provided with reasonable access to staff for consultation about their students through contacting staff by phone or email. Telephone numbers and email addresses are readily accessible on the school website.
- Families will be informed of their student's progress at least four times per year through report cards. On-going student progress can also be monitored by families through the district's student information system family portal (Aspen) and the standards based grading family portal (OTUS). Families will be provided with an individual student report about the performance of their student on the State assessment (MCAS) in Math, English Language Arts, and Science in the Fall of the student's junior year.
- Families will be encouraged by the Director of Student Services and all staff to support their student's learning in a variety of ways including:
  - Monitoring school attendance and course progress
  - Participating in family-school meetings and in the decisions relating to their student's education
  - Promoting positive use of their student's extracurricular time
  - Staying informed about their student's education and communicating with the school in a prompt manner should concerns arise
- Families will be provided with opportunities to participate in the planning, review, and improvement of the Title I Program, including the family involvement policy, each school year
- All information provided to families will be presented in an understandable, uniformed format, including alternative formats upon request of family members with disabilities, and in a language that families can understand
- School-Family-Student Compact:
  - Each school year, the district will develop jointly with student families the School-Family-Student Compact that outlines how families, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and families will build and develop a partnership that will help the children achieve the State's high standards.
- Parent's Right-to-Know:
  - Each school year, the district will notify families that they may request, and the district will provide in a timely manner, information regarding the professional qualifications of their student's classroom teachers. Timely notice will also be provided to families that a student has been taught for four or more consecutive weeks by a teacher who does not meet state licensure requirements. The district will also annually provide the school report card to families.

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This handbook is intended to provide faculty, families, and students with an overview of the major supports and services available to students through the Title I Program at McCann Technical School. Interested persons are encouraged to contact the Director of Student Services at any time for further information or clarification. We believe that every student is an important and contributing member of our school community, with much to offer as well as gain during their four years at the school. It is the goal and responsibility of the Title I Program to offer services and supports for students to meet the challenging content and performance standards of the Massachusetts Curriculum Frameworks and to upgrade the entire educational program of the school to raise the academic achievement of all students. For further information or to schedule an appointment, please call the student services office at (413) 663-5383 x 111, or email the director of student services at [ksteiner@mccanntech.org](mailto:ksteiner@mccanntech.org).