



WHITTIER REGIONAL TECHNICAL HIGH SCHOOL  
SCHOOL IMPROVEMENT PLAN

**2019-2020**

**Approved by School Committee 08/19**

<b>GOAL 1: Curriculum, Planning, and Assessment:</b> To promote the learning and growth of all students by providing high quality and coherent instruction, designing and administering authentic and meaningful student assessments, analyzing student performance and growth data, using this data to improve instruction, providing students with constructive feedback on an ongoing basis, and continuously refining learning objectives.					
<i>Strategies/Activities</i>	<i>Responsible Person(s)</i>	<i>Start Date-End Date</i>	<i>Funding</i>	<i>Evaluation Measure</i>	<i>Comments</i>
1.1 Develop a new course curriculum in Honors Statistics during the 2019-2020 school year and incorporate the Common Core Standards	Principal Coordinator Curriculum and Staff Development Data Assessment Coordinator Math Department	9/19-8/20	District	Curriculum Scopes and Sequences	In the Spring of 2017 the State updated the frameworks in Mathematics. New course curriculum will be aligned and updated to meet the Massachusetts Curriculum Frameworks for Mathematics.
1.2 The Science curriculum will continue to be evaluated based on the next generation science standards and new courses will be created for further implementation	Principal Coordinator Curriculum and Staff Development Assistant Principal Science Department	9/19-8/20	District	Program of Studies Curriculum Scopes and Sequences	All Science Frameworks will continue to be updated and monitored. The Biology I sequence continues for Freshman year. The Science Team will continue their analysis of MCAS 2.0 strategies and maintain a rigorous path for success. Use of technology by students and staff will continue to be a focus of improvement.
1.3 Update Scopes and Sequences History/Social Studies.	Principal Coordinator Curriculum and Staff Development	9/19-8/20	District	Curriculum Scopes and Sequences	In the Spring of 2018, the History/Social Studies Frameworks were updated. Teachers will continue to work to update their curriculum to align to the new history sequence starting with US History I in the 9th grade.
1.4 Vocational teachers will develop technology-based activities in alignment with the new scopes and sequences revised in 2017-18.	Principal Coordinator Curriculum and Staff Development Vocational Coordinator Faculty	9/19-8/20	District	Curriculum Scopes and Sequences	Teachers revised their scopes and sequences in 2017-18. Teachers will continue to implement this curriculum with technology-based activities. Use of technology by students and staff will continue to be a focus of improvement.  All vocational teachers will continue to complete a technical competency specific to their curriculum or career area as part of the district-wide evaluation goal. Our focus continues to be to further our technology skills to help drive instruction.

1.5 Examine, review, and revise the Program of Studies and course offerings to include Honors Statistics, US History II, and elective course offerings.	Principal Coordinator Curriculum and Staff Development Coordinator of Data and Assessment	9/19-8/20	District	2019-2020 Program of Studies	Honors Statistics, US History II and elective course offerings will be created and explored to provide our students with as many college and career options as possible.
1.6 Expand Dual and Concurrent Enrollment opportunities for students within the District. Partnerships with various institutions will continue to be explored allowing students to receive college credit while at Whittier Tech.	Principal Guidance Coordinator Curriculum and Staff Development Director of Pupil Personnel	9/19-8/20	District	Student Record College Admissions Testing	Opportunities to increase student participation in Dual and Concurrent Enrollment courses and partnerships with various institutions will continue to be developed. The District is developing the Early College designation in the 2019-20 school year with DESE. This will allow for future funding opportunities through grants and possible Chapter 70 funding formulas. The Advanced Manufacturing Concurrent Enrollment and Early College academic classes will continue to be offered.
1.7 The District will increase and expand its efforts to prepare students for College and Career Readiness resulting in a positive placement and graduation rate.	Principal Administrators Faculty	9/19-8/20	District	Graduation Rate Graduate Survey Follow-up Survey Curricular activities CCR committee	Through District academic and vocational college and career preparation activities, more students will graduate career and college ready; resulting in an increase in positive placement rates. Preparing students for college and/or careers, the District will continue to focus on integration of technological skills in the classroom. Activities include: Dual/Concurrent Enrollment, AP course integration, Accuplacer, SAT prep, PSAT, Co-op employment, Skills USA, Senior Portfolio Project, Credit for Life Fair, College Fair.
1.8 Prepare for the proposed implementation of MCAS 2.0 statewide assessment program to include the Science MCAS.	Principal Administrators Faculty	9/19-8/20	District	Professional Development Plan Technology Plan	MCAS 2.0 Professional Development opportunities will continue to be researched, attended, and implemented to prepare for the proposed new state-wide exam. The District will monitor and research strategies for MCAS 2.0 implementation. Continued effort to improve technology and student proficiency with technology.

**GOAL 2: Teaching all Students:** Promote the learning and growth of all students through instructional practices that establish high expectations, create a safe and effective classroom environment, and demonstrate cultural proficiency.

<i>Strategies/Activities</i>	<i>Responsible Person(s)</i>	<i>Start Date-End Date</i>	<i>Funding</i>	<i>Evaluation Measure</i>	<i>Comments</i>
2.1 Continue to revise and update School Safety Plans including building improvements, SEL activities, enhanced ALICE training, and other state initiatives.	Principal Assistant Principals School Resource Office School Security	9/19-8/20	District	Completed Plans	Principal's Portal will continue to be utilized and information gathered will be distributed during after school meetings. Staff members are able to connect directly to the Principal to not only raise their school safety concerns, but also share thoughts and ideas on how to continue to keep Whittier Tech safe. Building improvements will continue to be made to restrict access to the building through secure access points. SEL activities will continue to be provided to the staff and implemented in classroom instruction.
2.2 All students will continue to keep their e-portfolio up to date and upload best samples from academic and vocational courses.	Principal Coordinator Curriculum and Staff Development Vocational Coordinator Faculty	9/19-9/20	District	Student Portfolio Google Folders	All students will continue to develop and maintain their e-portfolios. Use of technology by students and staff will continue to be a focus of improvement. All disciplines have a rollin the process. The English Department facilitates the development of e-portfolios starting with grade 9 students.
2.3 All students will be made aware of cooperative education opportunities to identify career opportunities and career paths that are available with their chosen technical program.	Principal Vocational Coordinator Co-op Coordinator Guidance Counselors Technical Instructors	9/19-8/20	District	Co-op Agreements Daily Journals Career Plans	A full time Co-op Coordinator will be hired and assigned to work with students within each of the 5 cluster areas along with assigned guidance counselors and program specific technical teachers.
2.4 Continue to reinforce a sense of safety and well-being among all students through hazing and harassment assemblies, health education class presentations and enforcement of school rules.	Principal Assistant Principal Teachers Coaches	9/19-8/20	District	Discipline Reports	Rules regarding harassment, bullying and/or hazing are strictly enforced and students are informed about the rules through assemblies, student handbook and athletic participation forms. Staff will continue to implement SEL (social emotional learning) in the Classroom professional development series to incorporate strategies for safe classroom settings.

2.5 Continue to implement and expand the Peer Leadership training program to have upperclassmen mentor freshman students to help ease the transition into high school.	Principal Assistant Principals Teacher Advisor	9/19-8/20	District	Pre and Post student surveys	The Peer Leadership program has been developed and implemented. Peer Leaders continue to be trained on a monthly basis to help freshmen acclimate to the Whittier Tech culture. Freshman activities will continue throughout the year and will be facilitated by peer leaders.
2.6 Continue to implement the school wide instructional standards for technology which will be embedded into each program in each department and grade level. The iPad will continue to be used as an instrument of effective classroom instruction and student learning.	Principal Technology Director Administrators Faculty	9/19-8/20	District	Utilization of iPads and the use of educational applications. Lesson plans Observational data Professional Development	iPads are distributed annually to ensure that Whittier Tech students receive the technological skills necessary to be college and career ready. There will be a continued effort to address the technological skills as the State moves towards MCAS 2.0, which is an electronic statewide assessment program. Also, a competency for teachers will be demonstrated through the acquisition of a certification such as Apple Certified Teacher, Google Certified Educator, or an equivalent technological certification that is new to the instructor.
2.7 Continue to offer professional development on Sheltered English Immersion/English as a Second Language (SEI/ELL) and strategies for effective schooling for students with disabilities and instruction of students with diverse learning styles for all staff members.	Principal Coordinator Curriculum and Staff Development Director of Pupil Personnel Administrators	9/19-8/20	Grant/ District	Professional Development	All educators seeking re-licensure must complete 15 pdps in both English Language Learner and in Special Education in order to meet the DESE licensure requirement.

<p>2.8 Faculty has been informed and will continue to be trained with regards to the A.L.I.C.E. model, Shelter in Place protocols, and School Lockdowns. More drills throughout the school year will be implemented.</p>	<p>Principal Assistant Principals School Resource Officer Faculty</p>	<p>9/19-8/20</p>	<p>District</p>	<p>Safety Plans Professional Development Agendas</p>	<p>A report by the Massachusetts Task Force Report on School Safety and Security recommends continued enhancement of procedures of a school lockdown.</p>
<p>2.9 A comprehensive plan will be developed for the new ELL requirements for all vocational teachers that requires all vocational teachers to be trained in the ReTell and WIDA Standards for next school year.</p>	<p>Principal Coordinator of Curriculum Director of Pupil Personnel Services</p>	<p>9/19-8/20</p>	<p>DESE District</p>	<p>District ELL Professional Development Plan</p>	<p>All identified vocational teachers/administrators seeking an educator re-license must complete the vocational SEI class by July 1, 2021. Then all others will be required to complete the class once they teach an ELL student in their technical area after July 1, 2021.</p>
<p>2.10 Professional Development opportunities will be provided to all staff in the areas of Cultural Diversity, Gender Identity and Trauma Sensitivity training</p>	<p>Principal Coordinator of Curriculum</p>	<p>9/19-8/20</p>	<p>DESE District</p>	<p>District Professional Development Plan</p>	<p>This strategic initiative objective connects to the areas of the Safe and Supportive Learning Environment Self-Reflection Tool. Professional Development in these areas will help increase Whittier Tech staff's ability to provide a Safe and Supportive School environment for all students.</p>
<p>2.11 A Cessation Program will be developed and implemented to assist and support students with tobacco and drug related education</p>	<p>Principal Director of Guidance School Adjustment Counselor School Psychologist</p>	<p>9/19-8/20</p>	<p>District</p>	<p>Safety Plans Professional Development Agendas</p>	<p>The mission of the BREATHE Curriculum is to support/educate enrolled students and their families with a student's maladaptive behaviors relating to nicotine, tobacco, and marijuana use. The mission is to promote the participation in the education of healthy living behaviors.</p>

<b>GOAL 3: Family and Community Engagement:</b> Promote the learning and growth of all students through effective partnerships with families, caregivers, community members and organizations.					
<i>Strategies/Activities</i>	<i>Responsible Person(s)</i>	<i>Start Date-End Date</i>	<i>Funding</i>	<i>Evaluation Measure</i>	<i>Comments</i>
3.1 Continue outreach procedures to increase participation for families to become active in the Whittier school community.	Superintendent Principal Administrators Faculty	9/19-8/20	District	Parent Organizations Parent/Teacher Nights School Sponsored Activities	Use ConnectEd messaging, weekly newsletter, social media, school website, and school parent groups. A translation app will be shared with teachers and families to support and encourage communication with second language families.
3.2 Continue promoting awareness of the school through in-house public relations staff and the community media outlets, school promotional materials, open house and the school website.	Superintendent Guidance	9/19-8/20	District	Newspaper Articles Attendance at Open House Student Applications Foundation Golf Tournament	School informational brochures will be updated to provide the most current information about the school. The public relations staff member has created frequent press releases for students and school events. The Whittier Tech Education Foundation will host at least two major fundraisers during 2019-2020. The Foundation's sole purpose is to provide additional financial resources and community support that will augment the needs of the Whittier Tech District.
3.3 Continue to promote increased participation in activities which focus on respect for diversity, community service and understanding of multiculturalism through student organizations, extracurricular activities, health education/wellness curricula and non-traditional activities.	Principal Assistant Principals Class/Club Advisors Guidance Counselors	9/19-8/20	District	Student Activities Discipline Reports	The Non-traditional, GSA, Multicultural Club and Peer to Peer Club are a few of the clubs that educate students about diversity and stimulate awareness and appreciation. All students and advisors will incorporate SEL, trauma and cultural diversity as appropriate. In addition, an additional school adjustment counselor has been added to the staff.
3.4 Whittier will continue to enhance its relationship with member Districts with support, presence, and	Superintendent Principal Vocational Coordinator	9/19-8/20	District	Community Based Project Completion	Resources of the school are used throughout the District to continually provide support and oversight of various community projects. Community based activities from student groups (Key Club, Interact, SkillsUSA) will be completed. A day-care program has been added for the 2019-2020 school year for both staff and community members.

community based projects and programs.					
3.5 The District will explore opportunities to engage with community and family partners in the District's alcohol, tobacco and drug prevention program.	Principal Coordinator Curriculum and Staff Development Health and Wellness Faculty Guidance Department Faculty	9/19-8/20	District	Health Curriculum Surveys Guest Speakers Student Activities Parent Activities	The District will continue to provide age appropriate and developmentally appropriate substance abuse prevention education through the Health Curriculum and supplemental activities. Parent engagement activities will also continue to be provided.
3.6 Continue to review and revise the District's recruitment plan to ensure that all 8th grade students are aware of the programs offered at Whittier Tech.	Superintendent Principal Director of Pupil Personnel Guidance Faculty	9/19-8/20	District	Admissions Report Student Surveys Parent Surveys	All potential students will have immediate access to apply to Whittier Tech. Online notification will ensure continued communication between the Faculty at Whittier and potential students. The District will continue to provide engaging tours and student programs during school and summer breaks.
3.7 The Director of Community Partnerships will perform outreach activities and information for the Whittier Tech alumni population	Principal Director of Community Partnerships	9/19-8/20	District	Social Media/Outreach and Engagement	The Whittier Tech Alumni Twitter handle is updated weekly to include an "Alumni Spotlight" feature to highlight the success of our alumni. These "Alumni Spotlights" are also shared on Whittier Tech's official Facebook page. Various alumni speaking opportunities are held throughout the year; including panels, and guest speaker events for designated vocational areas. Alumni are also encouraged to get involved with the Whittier Tech community through a monthly e-newsletter where various news, events, and related information is shared.

**GOAL 4: Professional Culture:** Promote the learning and growth of all students through ethical, culturally proficient, skilled and collaborative practice.

<i>Strategies/Activities</i>	<i>Responsible Person(s)</i>	<i>Start Date</i>	<i>Funding</i>	<i>Evaluation Measure</i>	<i>Comments</i>
4.1 Administrators and teachers will improve their own practice, using	Superintendent Principal Administrators Faculty	9/19-8/20	District	Student Learning Teacher Evaluation	Faculty will work together in departmental meetings and in professional learning communities to analyze assessment data to improve student growth and learning. Administrators will participate in professional development to improve Professional Learning Community effectiveness.

<p>formal means as well as meeting with teams and work groups to gather information, analyze data, examine issues, set meaningful goals and develop new approaches in order to improve teaching and learning.</p>				<p>Admin Evaluation Meeting Agendas Meeting Notes</p>	
<p>4.2 All teachers and administrators will propose challenging measurable, professional practice, team, and student learning goals that are based on thorough self-assessment and analysis of student learning data.</p>	<p>Superintendent Principal Administrators Faculty</p>	<p>9/19-8/20</p>	<p>District</p>	<p>Evaluations</p>	<p>Through the evaluation process, all faculty members are required to complete a self-assessment and propose a professional learning goal and a student learning goal aimed at increasing student performance.</p>
<p>4.3 Continue to monitor, evaluate, and update the Professional Development Plan to ensure that we are continuously meeting the needs of our teachers and students while also addressing any and all teacher licensure requirements.</p>	<p>Principal Coordinator Curriculum and Staff Development Director of Pupil Personnel</p>	<p>9/19-8/20</p>	<p>District</p>	<p>PD Plan Teacher surveys Student Surveys</p>	<p>The Professional Development Plan will be evaluated and updated to reflect any changes set forth by the DESE for all staff members.</p>



<p>4.4 Continue to promote and expand the Professional Learning Community model</p>	<p>Principal Coordinator Curriculum and Staff Development Coordinator Data/ Assessment Vocational Coordinator Teacher Coach</p>	<p>9/19-8/20</p>	<p>District Grant Funds</p>	<p>MCAS Scores PPI Data MCAS Growth Data Instructional Rounds PLC Minutes</p>	<p>Professional Learning Community time continues to show positive results in increasing student learning and achievement. Continue to be creative with our master schedule to enable teachers to meet in grade level and vertical meetings throughout both academic and vocational areas. Vocational schedules will be adjusted to offer additional PLC meeting times.</p>
<p>4.5 Continue to offer a comprehensive induction and mentoring program, by providing critical support to the growth and development of novice educators.</p>	<p>Principal Administrators Teacher Coach</p>	<p>9/19-8/20</p>	<p>District/ Grant</p>	<p>Mentoring/ Induction Program</p>	<p>The Teacher Coach position will continue to support and provide beginning educators as well as struggling veteran educators with tailored learning opportunities and support that align with the needs of the School District.</p>
<p>4.6 Continue to promote that all students can learn in a safe learning environment.</p>	<p>Superintendent Principal Administrators Faculty</p>	<p>9/19-8/20</p>	<p>District/ Grant</p>	<p>Professional Development Faculty Readings Guest Speakers</p>	<p>All faculty were given two articles and a TED talk relating to SEL, trauma and cultural awareness to read/review over the summer. Professional Development will be structured supporting safe classroom and learning environments. As a school district, we will work to ensure that students are provided with safe and supportive learning environments. Our school wide student learning goal will continue to incorporate activities that will support student social emotional learning and growth mindset.</p>