

Montachusett Reg. School District



**MONTACHUSETT REGIONAL
VOCATIONAL TECHNICAL SCHOOL**

District & School Improvement Plan

2021-2024

*Montachusett Regional Vocational Technical School
District & School Improvement Plan*

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THREE-YEAR DISTRICT IMPROVEMENT PLAN
Montachusett Regional Vocational Technical School

YEAR I: 2021-2022
YEAR II: 2022-2023
YEAR III: 2023-2024

Vision

In partnership with our member communities, we will create a model 21st Century high school that is viewed as a regional asset, where creativity and positive attitudes are promoted, where excellence is recognized and rewarded, and which provides our students with the academic instruction and technical skills they need to succeed in the workplace, in higher education or in the military, and which prepares them to become productive citizens who can successfully compete and adapt in a rapidly changing economy.

Theory of Action

If we improve our curriculum and instructional practices, efficiently use data to differentiate instruction to reach all students, and provide quality instruction through a highly developed professional staff that works together and works in collaboration with the administration, then all of our students will achieve at or above state standards, and will be prepared to realize their educational and career goals.

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School Administration

Dr. Sheila Harrity, Superintendent
Thomas Browne, Principal

Tammy Crockett, Business Manager
Michael Gormley, Facilities Director
Donnie Kitzmiller, Technology Director
Katy Whitaker, Development Coordinator

Dayana Carlson, Assistant Principal
Christina Favreau, Director of Academic Programs
James Hachey, Director of Vocational Programs
Victoria Zarozinski, Director of Student Services

School Committee Members

Ashburnham – Diane Swenson	Holden – James Cournoyer
Ashby – Peter Capone	Hubbardston – Kathy Airoidi
Athol – Jeff Raymond	Lunenburg – Barbara Reynolds
Barre – Whitney Marshall	Petersham – Ed Simms
Fitchburg – Robert Campbell	Phillipston – Eric Olson, Chairman
Fitchburg – Brian Walker	Princeton – John Mollica
Fitchburg – Ronald Tourigny	Royalston – Mary Barclay
Fitchburg – Melanie Weeks, Vice Chairman	Sterling – William Brassard
Gardner – Matthew Vance	Templeton – John Columbus
Gardner – James Boone	Westminster – Ross Barber
Harvard – Amy Morton	Winchendon – Dr. Maureen Ward

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District Objective #1 – Student Learning: The District will ensure that it maintains an aligned curriculum that is delivered through high quality academic and vocational instruction where student understanding and proficiency is measured based on assessments, workforce credentials and demonstrations of mastery.

SMART Goal #1A – By June, 2024 the District will improve student achievement by demonstrating increased proficiency on statewide and common assessments by 10%

Action Step	Progress of Implementation			Responsible Party	Financial Resources	Performance/ Assessment Measures	Timeline
	Completed	In Progress	Pending				
Liaisons will work with the Department of Academic Programs to provide a timeline of completion for written curriculum mapping updates for all courses/programs.				Department Liaisons, Academic Coordinator	Local	Completed Curriculum Timelines	Fall, 2021 and ongoing
Each academic department will conduct a comprehensive review of curriculum materials to ensure that all instructional materials are free from implicit bias.				Principal, Academic Coordinator, Development Coord.	Local	Completed PD Activity	Fall, 2021
The District will support teachers by providing professional development that includes topics recommended in the annual Title I Evaluation report and department initiatives (i.e. development of unit pre/post assessments, common assessments review, data analysis, mapping, scaffolding strategies, etc.).				Principal, Academic Coordinator, Development Coord.	Local, Title I Grant	Completed PD Activity	Spring, 2022
Common assessments will be aligned with grade-level MA Frameworks with at least 1 common assessment per term and readily accessible through the Atlas Curriculum program. Unit_specific pre/post assessments should be prioritized.				Principal, Academic Coordinator, Liaisons	Local	Submitted Common Assessments	Annual

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<u>Action Step</u>	Completed	In Progress	Pending	<u>Responsible Party</u>	<u>Financial Resources</u>	<u>Performance/ Assessment Measures</u>	<u>Timeline</u>
Data Teams will regularly review student performance data; analyze common assessments; and share their findings and recommendations for Best Practices with departments. The Teams will expand assessment analysis to additional academic and vocational departments, as needed.				Data Teams, Liaisons and Academic Coordinator	Local, Title I Grant	Department Meeting Agendas and Common Assessments	Annual
Departments will annually review the Data Team recommendations and develop at least 1 department goal/priority that addresses student performance. Changes will be reflected in the curriculum mapping.				Data Teams, Liaisons and Academic Coordinator	Local, Title I Grant	Department Meeting Agendas and Common Assessments	Annual

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District Objective #1 – Student Learning: The District will ensure that it maintains an aligned curriculum that is delivered through high quality academic and vocational instruction where student understanding and proficiency is measured based on local/state assessments, workforce credentials and demonstrations of mastery.

SMART Goal #1B – By June, 2024 the district will improve student achievement by ensuring that all vocational programs have reviewed and aligned all grade-level curricula to the most recent revision of the MA Chapter 74 Frameworks while further measuring student achievement through an evaluation of student earned workforce credentials and certifications.

Action Step	Progress of Implementation			Responsible Party	Financial Resources	Performance/ Assessment Measures	Timeline
	Completed	In Progress	Pending				
The District will continue to collaborate with DESE by encouraging instructor participation in the ongoing revision of the MA Chapter 74 program frameworks.				Principal, Vocational Director	State Stipend	Completed Frameworks	As developed by DESE timeline
Following public comments and DESE approval, each vocational program will conduct a comprehensive review of curriculum materials and develop a timeline of completion for curriculum mapping updates for all grade levels that are then applied to each program’s Atlas curriculum map database.				Principal, Vocational Director, Development Coord., Shop Liaisons	Local	Atlas Curriculum Maps	Annually
Each vocational program will annually conduct a comprehensive review of curriculum materials to ensure that all instructional materials are free from implicit bias.				Principal, Vocational Director, Development Coord.	Local	Completed PD Activity	Annually
Each vocational program will complete an audit of recent years’ student attainment of workforce credentials and certifications to determine any necessary curricular revisions as well as reallocation of school resources including Perkins Grant funds.				Principal, Vocational Director, Development Coord.	Local, Perkins Grant	Annual Perkins Report	Spring, 2022 and annually

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District Objective #2 - College & Career Readiness: The District will ensure that ongoing opportunities for students to access college level coursework as well as immediately access advanced career opportunities in the workforce and military upon graduation

SMART Goal #2 – By 2024, The administration of MRVTS will ensure that at least three opportunities annually are provided to instructional staff to create lessons that integrate a variety of skills that will allow students to develop improved college and career readiness skills.

<u>Action Step</u>	Progress of Implementation			<u>Responsible Party</u>	<u>Financial Resources</u>	<u>Performance/Assessment Measures</u>	<u>Timeline</u>
	Completed	In Progress	Pending				
The District will offer professional development opportunities allowing academic and vocational instructors as well as school counselors to collaborate in the field with industry and community partners in order to identify effective career pathways.				Principal, Program Coordinators, Development Coord.	Local	Completed Professional Development Opportunities	Annually
The District will implement career opportunities through the newly developed Welding pre-apprenticeship program and identify potential pre-apprenticeship opportunity in other vocational trades.				Principal, Vocational Director, Development Coord.	Local, Grant	Pre-Apprenticeship Agreements	2024
Each vocational program will complete an audit of recent years' student attainment of workforce credentials and certifications to determine any necessary curricular revisions or reallocation of school resources.				Principal, Vocational Director, Development Coord.	Local, Perkins Grant	Annual Perkins Report	Spring, 2022 and annually
The Student Support Services Department will further implement the web-based post-secondary software program SCOIR in order to expand access for parents, guardians and higher education partners.				Student Support Services Coord., Technology Director	Local	SCOIR Reports	Annually
The Technology Department will collaborate with vocational instructors and the Continuing Education program to assess the effectiveness of current instructional databases associated with career readiness.				Technology Director, Program Coordinators, Develop. Coord.	Local, ESSER	Technology Dept. Evaluation	Spring, 2022

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District Objective #3 – Social Emotional Learning: The District will evaluate current practices and services related social emotional and health related wellness in order to refine, define, and develop programming that ensures the district provides bias free, culturally sound, and effective practices and services that address the diverse population and needs of the district.

SMART Goal #3 – By 2024, the administration of MVTS will assess current practices and implement eight new or refined focused tiered interventions or activities that promote social, emotional and health related wellness for Monty Tech students, faculty, and staff.

Action Step	Progress of Implementation			Responsible Party	Financial Resources	Performance/Assessment Measures	Timeline
	Completed	In Progress	Pending				
The District will establish a committee to assess the effectiveness of existing tiered interventions that address student executive functioning and time management skills.				Student Support Director School Psychologist	Local, Grant	Summary Report of Tiered Interventions	Spring, 2022
Student Support Services and the Safe and the Supportive Schools (SaSS) Committee will help faculty to develop and implement assist students who struggle with anxiety concerns regarding test-taking, the demands of advanced level courses and completing homework efficiently.				Student Support Director, SaSS Chair, Academic Coordinator	Local, Grant	Summary Report on Student Anxiety and Teacher Strategies	Spring, 2022
Similarly, the Student Support Services department and the SASS Committee will work to identify and implement specific developmentally appropriate strategies that address the social and emotional learning needs of freshmen to ease their transition into high school and help them become independent learners.				Student Support Director, SaSS Chair, Academic Coordinator	Local, Grant	Summary Report on Freshmen Transitions and Teacher Strategies	Fall, 2021
The District will identify and develop 2-3 opportunities to promote the social and emotional wellness of school staff and faculty members.				Principal, Development Coord., Program Coordinators	Local, Grant	Faculty & Staff SEL Events	Annually

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The District will provide ongoing professional development to promote an understanding of social emotional, health, wellness, and non-biased practices to address the needs of our Student populations.			Principal, Student Support Director, Development Coord.	Local, Grant	Completed PD Activity	Annually
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District Objective #4 – Community Engagement: The District will identify a variety of opportunities to expand upon and create further connections with students, families, business partners, sending districts and post-graduate institutions.

SMART Goal #4 – By June, 2024, the District will implement 3-5 new or improved methods of connecting with a variety of community stakeholders through technological, organizational or procedural-based modifications.

<u>Action Step</u>	Progress of Implementation			<u>Responsible Party</u>	<u>Financial Resources</u>	<u>Performance/Assessment Measures</u>	<u>Timeline</u>
	Completed	In Progress	Pending				
The District will evaluate the necessity of transitioning to a new web-based Student Information System (SIS) that promotes a more family-friendly platform with regards to grades, demographic information and course-specific assessments and expectations.				Principal, Technology Director, Program Coordinators	Local	Committee Report on Utility of Current SIS	Winter, 2022
The District will complete a stakeholder survey in order to receive direct community input regarding the targeted allocation of federal ESSER funds to address student, faculty and family needs.				Principal, Business Manager, Program Coordinators	ESSER	Completed Google Form Survey	Fall, 2021
The Student Support Services Department will further implement the web-based post-secondary software program SCOIR in order to expand access for parents, guardians and higher education partners.				Student Support Services Coord., Technology Director	Local	SCOIR Reports	Annually
All vocational programs will identify opportunities to expand our program advisory membership with the specific goal of reflecting the diversity of our regional business partners.				Principal, Vocational Director, Co-op Coordinator, Development Coord.	Local	Program Advisory Minutes and Rosters	Annually
The District will develop targeted admissions-related marketing strategies in order to support the DESE initiative to expand the diversity of the incoming applicant pool.				Principal, Development Coord., Dean of Admissions	Local	DESE Admissions Data	Spring, 2022

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The Admissions staff will review and translate all relevant admission materials and marketing resources in order to support the diverse languages of our prospective students.			Development Coord., Dean of Admissions, Assistant Principal	Local	Marketing Materials	Spring, 2022
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District Objective #5 - Facilities: The District will provide a physical building and surrounding campus that ensures optimal teaching and learning conditions while further meeting the enrollment demands of our potential students and families.

SMART Goal #5 – By June, 2024, the District will have met with essential local and state officials and boards to produce a financial and procedural assessment report regarding the possible expansion, renovation or replacement of the existing school facility

<u>Action Step</u>	Progress of Implementation			<u>Responsible Party</u>	<u>Financial Resources</u>	<u>Performance/ Assessment Measures</u>	<u>Timeline</u>
	Completed	In Progress	Pending				
The District will continue to assess and review admissions, acceptance rate and waitlist data in order to determine specific building capacity requirements needed to satisfy student demand.				Principal, Dean of Admissions, Development Coord., Student Support Dir.	Local	Enrollment and Waitlist Reports	Annually
The District will continue to explore opportunities to address facility infrastructure needs such as ventilation, electrical systems, paving and fire detection through capital improvement and grant funds.				Principal, Facilities Director, Business Manager	Local, ESSER	Capital Improvement Reports	Annually
The District will continue to review the recent DRA Facility study to assess follow-up steps that may be completed including ongoing assessment of facility storage needs.				Principal, Facilities Director, Business Manager, Program Coordinators	Local	Capital Improvement Reports & Budget	Annually
The District will review and assess the corrective action steps from the recent vocational coordinated program review regarding facility related safety concerns.				Principal, Vocational Director, Facilities Director	Local	Corrective Action Report	Fall, 2021

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The District will initiate a feasibility study to determine the potential of designing and constructing a stand-alone Early Childhood Center on school grounds.				Principal, Facilities Director, Business Manager, Vocational Director	Local	Completed Feasibility Study	Spring, 2023
Based on proposed legislation, the District will explore access to potential Massachusetts School Building Authority grants to support significant renovation or replacement opportunities to the current facility.				Superintendent, Principal, Business Manager, Program Coordinators	State	State and Local Meeting Agendas	Winter, 2024