

Junior-Senior High School Action Plan
2017-2018

Strategic Objective #1: Enhance and align quality educational curricula, instructional resources, rigorous assessments, and social/emotional supports to improve academic performance.

| Strategic Initiative | Action Steps | How will the Action Steps be Accomplished | Who will work to accomplish the Action Steps | What are the necessary time, resources, materials | How will progress be monitored | Timeline/Expected Date of Completion |
|---|--|---|--|---|--|--------------------------------------|
| <p><i>Emphasize Social Emotional Learning as a Coordinated Framework for student Learning and Support</i></p> | <ul style="list-style-type: none"> ● Continue to include Social Emotional Learning (SEL) opportunities in the Advisory program ● To introduce (SEL) activities in the Health Classes, Grades 7 and 10 <p><u>Update: All of these action steps have been taken and continue to be addressed</u></p> | <p>In coordination with the Advisory/Health teachers, the curriculum materials shall be researched and selected by the advisors/Health Teachers and Principal</p> | <p>Principal Advisory Coordinators Health Teachers and Guidance Counselors and school adjustment counselor</p> | <p>3 Advisory Periods Social Emotional Learning Curriculum Guides 2 Health Classes Metrowest Health Survey Results</p> | <p>Feedback from the Advisory teachers and coordinators Scheduled Meetings with Advisory Coordinators/ Health Teachers , Gather data on at risk students and referrals</p> | <p>June 1st 2018</p> |
| <p><i>Increase formal and informal Diagnostic Capacity</i></p> | <ul style="list-style-type: none"> ● Analyze SAT/PSAT ,AP and MCAS data ● Develop more pre and post assessment and adjusting lessons to reflect assessment data and needs of the students (ongoing) ● Investigate the opportunity to implement proficiency based assessments in spanish (oral assessment, growth assessment) (ongoing) <p><u>Update: One of these action steps have been taken</u></p> | <p>In coordination with the Department Heads, the teachers will share examples of pre and post tests. The guidance dept. will present SAT/PSAT and MCAS data to the Principal and Dept. Heads. All test data will be reviewed on scheduled PD</p> | <p>Principal Department Heads Guidance Department Teachers</p> | <p>October PD Day Department Meeting Department Head Meeting Curriculum Verification Meetings with Department Heads. Collecting all SAT ACT, MCAS and PSAT data</p> | <p>Develop Agendas Curriculum Maps (Pre -Post Assessments) PLC Meeting and department meetings</p> | <p>June 1st 2019</p> |

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| | | days days Researching proficiency exams and training options for Spanish Dept. | | that correlates with AP scores | | |
| <i>Improve student Achievement in the areas of Mathematics</i> | <ul style="list-style-type: none"> Establish vertical alignment conferences with Grade 6-8 teachers to become better familiar with students strengths (ongoing) Investigate creating an additional math course for advanced learners Research integrated math pathway for struggling math students <p><u>Update: Two of these action steps have been taken</u></p> | Schedule meeting times with math teachers from grades 6-8. Discuss sustaining and developing new math course options for all learners . Analyze math assessment data | Jr-Sr High /Elementary Principals and Department Head/Lead Teachers. Guidance Counselors and math teachers from Jr Sr High and elementary school | PLC Meetings Department Meetings PD Days | PD Day Agendas Curriculum Maps Program of Studies | June 1st 2018 |
| <i>Improve student Achievement in the areas of English Language Arts</i> | <ul style="list-style-type: none"> Continue to develop lessons/strategies that help to improve students ability to read and write across the curriculum (ongoing) Investigate and purchase new grade 8 and 9 ELA curriculum materials (ongoing) Research the addition of an ELA writing coach Develop and integrate at least two new units from new grade 8 and 9 ELA materials <p><u>Update: Two of these action steps have been taken</u></p> | In coordination with the department heads we will discuss ways to incorporate both reading and writing across the curriculum. Continue to address the importance of pre reading strategies and informational text/paired passages with the faculty | Principal /Department Heads, ELA teachers | PLC Meetings Department Meetings PD Days | Updated curriculum maps will reflect the use of informational text/paired passages. | June 1st 2018 |

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| <p><i>Integrate STEM into curriculum planning, instruction, and assessment</i></p> | <ul style="list-style-type: none"> ● Research new STEM opportunities including STEM Symposium in the Junior High (on going) ● Investigate the creation of a computer science curriculum (on going) | <p>In coordination with math,english and unified arts Department Heads and teachers we will develop lessons that reinforce STEM activities/ careers.</p> | <p>Principal Department Heads teachers, guest speakers and community members</p> | <p>PLC Meetings Department Meetings PD Days</p> | <p>Curriculum maps, agendas, conferences with Dept. Head. Updated websites. Research Ashland Public Schools symposium model</p> | <p>June 1st 2018</p> |
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| Strategic Initiative | Action Steps | Progress on Action Steps |
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| <i>Emphasize Social Emotional Learning as a Coordinated Framework for student Learning and Support</i> | <ul style="list-style-type: none"> ● Continue to include Social Emotional Learning (SEL) opportunities in the Advisory program ● To introduce (SEL) activities in the Health Classes, Grades 7 and 10 | <ul style="list-style-type: none"> ● Special advisory periods were planned and implemented ● Review of Metrowest Health Survey and meaningful group discussions with guidance, the school nurse, and school psychologist. ● Stand alone lessons were implemented into 7th and 10 grade health classes. Addressing the topics of self awareness, self management, responsible decision making, relationship skills, and social awareness. ● Administration attended summer workshop on SEL ● Administration purchased the book Social-Emotional Learning in the classroom for staff ● Planning and preparation for 2018-2019 Train the Trainer model with Ribas Associates ● Set two goals for next year to identify district-wide SEL team to attend training and to develop a PreK-12 SEL Framework for the district |
| <i>Increase formal and informal Diagnostic Capacity</i> | <ul style="list-style-type: none"> ● Analyze SAT/PSAT ,AP and MCAS data ● Develop more pre and post assessment and adjusting lessons to reflect assessment data and needs of the students ● Investigate the opportunity to implement proficiency based assessments in spanish (oral assessment, growth assessment) | <ul style="list-style-type: none"> ● October PD for all teachers about assessment ● Focus during department head and department meetings ● Created strong PLC groups and leaders focusing on reviewing test data ● Hired Teachers21 to work with Department Heads and Administration on differentiated instruction and assessments ● Department Heads presented differentiated instruction and assessment information (gained from attending Teachers21 training) at January 2, 2018 workshop day ● Have collaborated with Blackstone Valley in planning to hold an ACTFL Assessment of Performance towards Proficiency in Language workshop in September 2018. The ACTFL organization is nationally recognized as top in this area of assessment |
| <i>Improve student Achievement in the areas of Mathematics</i> | <ul style="list-style-type: none"> ● Establish vertical alignment conferences with Grade 6-8 teachers to become better familiar with students strengths ● Investigate creating an additional math course for advanced learners ● Research integrated math pathway for struggling math | <ul style="list-style-type: none"> ● Opportunity during Curriculum Council meetings to work on vertical alignment. ● Plans to establish early release PreK-12 vertical alignment discussions are being prepared ● Calculus B/C was taught this year for the first time ● AP Statistics will be taught next year by Jenn Webb. ● Integrated math will be implemented which combines algebra and geometry into 1 class so that two separate math courses are not necessary for those sophomores. |

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| <i>Improve student Achievement in the areas of English Language Arts</i> | <ul style="list-style-type: none"> ● Continue to develop lessons/strategies that help to improve students ability to read and write across the curriculum ● Investigate and purchase new grade 8 and 9 ELA curriculum materials ● Research the addition of an ELA writing coach ● Develop and integrate at least two new units from new grade 8 and 9 ELA materials | <ul style="list-style-type: none"> ● Created new writing units for narrative, expository, and persuasive in grades 7-12. ● Received training in new ELA program for grade 8 and 9 ● Collaborated with special education co-teachers to develop lesson plans and units for all learnings with new materials. ● Implemented writing coach in English 9 and SAT prep course ● Implemented two new units |
| <i>Integrate STEM into curriculum planning, instruction, and assessment</i> | <ul style="list-style-type: none"> ● Research new STEM opportunities including STEM Symposium in the Junior High ● Investigate the creation of a computer science curriculum | <ul style="list-style-type: none"> ● Researched and added a Lego Robotics after school club with the hope of becoming a class next year. ● Researched schools that had outstanding computer science programs and visited two including Whitinsville Christian and Keefe Tech. ● Sought and awarded grants through Project Lead the Way and a Career Pathway grant. ● Have investigated Computer Science curricula and resources |

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Strategic Objective #2: Ensure staff development and professional learning is ongoing, relevant, accessible, and inclusive of all staff members to support opportunity for continuous growth

| Strategic Initiative | Action Steps | How will the Action Steps be Accomplished | Who will work to accomplish the Action Steps | What are the necessary time, resources, materials | How will progress be monitored | Timeline/Expected Date of Completion |
|--|--|---|--|---|--|--------------------------------------|
| <i>Maintain Focus on Established Professional Development</i> | <p>Discuss the needs of the students and faculty with Department Heads and district administrators to ensure we are offering relevant PD opportunities</p> <p><u>Update: All of these action steps have been taken</u></p> | Schedule meetings with all Dept.Heads and administrators | Principals/Superintendent/PPS Director Dept.Heads Guidance Counselors | Feedback from the faculty .Any new laws or regulations to be discussed.Possible workshops or PD opportunities available | Meeting agendas and feedback to all those involved | May 1st 2018 |
| <i>Initiate year-long professional development plan that incorporates focused, strategic initiatives to increase student performance</i> | <p>Develop a year long PD plan with district administrators</p> <ul style="list-style-type: none"> ● Analyze SAT/PSAT /MCAS and AP data results ● Bill Daggett Presents @Bellingham High on creating a rigorous curriculum ● Page Tobin legal issues with Ed Plans ● Science and math teachers in grades 6-8 collaborate across the district (on going) ● Mapping Curriculum ● Ed Camp topics to be determined by staff (on going) ● Research using Teachers 21 to support differentiated instruction ● Provide professional development for new grade 8 and 9 ELA curriculum materials (on going) | <p>Scheduled meeting with district leaders</p> <p>Seek feedback from DESE and Dept.Heads On the Oct.PD departments will share test data with the faculty and individual departments</p> | <p>Superintendent , Elementary Principal ,PPS Director , BBC Coordinator</p> <p>Principal . Dept.Heads Guidance Counselors</p> | <p>Data results DESE Updates</p> <p>Blackstone Valley Curriculum Consortium Calendar</p> | Meeting agendas and feedback to all those involved | June 1st 2019 |
| <i>Ensure that Professional Development Activities focus on Instructional Strategies that Meet the Needs of All Learners</i> | <ul style="list-style-type: none"> ● Collaborate on creating a two year school wide goal that address all learners (completed) ● Organize workshops for January Full PD Day that focus on meeting the needs of all learners (on going) ● Ensure staff participation and follow up from workshops (on going) | Department Meeting Agenda Item | Principal . Dept.Heads | PD and PLC meeting time Examples of evidence that will support this goal MSAA workshops | PD and PLC Agenda and minutes Curriculum Verification Process | June 1st 2018 |

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Strategic Objective #2: Ensure staff development and professional learning is ongoing, relevant, accessible, and inclusive of all staff members to support opportunity for continuous growth

| Strategic Initiative | Action Steps | Progress Report on Action Steps |
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| <i>Maintain Focus on Established Professional Development</i> | Discuss the needs of the students and faculty with Department Heads and district administrators to ensure we are offering relevant PD opportunities | <ul style="list-style-type: none"> ● All departments participated in a full day in house professional development ● Several teachers and/or teams attended relevant outside professional development |
| <i>Initiate year-long professional development plan that incorporates focused, strategic initiatives to increase student performance</i> | Develop a year long PD plan with district administrators <ul style="list-style-type: none"> ● Analyze SAT/PSAT /MCAS and AP data results ● Bill Daggett Presents @Bellingham High on creating a rigorous curriculum ● Page Tobin legal issues with Ed Plans ● Science and math teachers in grades 6-8 collaborate across the district ● Mapping Curriculum ● Ed Camp topics to be determined by staff ● Research using Teachers 21 to support differentiated instruction ● Provide professional development for new grade 8 and 9 ELA curriculum materials | <ul style="list-style-type: none"> ● SAT/PSAT/MCAS and AP data was shared and discussed with faculty during professional days ● Teachers attended workshops and presentations by several experts (Tobin, Minehan, and Daggett) ● Teachers collaborated on units during in house professional development days and department meetings ● Teacher leaders took initiative to development volunteer PLC groups ● Overview of district-wide PD was provided in the district strategic plan progress report |
| <i>Ensure that Professional Development Activities focus on Instructional Strategies that Meet the Needs of All Learners</i> | <ul style="list-style-type: none"> ● Collaborate on creating a two year school wide goal that address all learners ● Organize workshops for January Full PD Day that focus on meeting the needs of all learners ● Ensure staff participation and follow up from workshops | <ul style="list-style-type: none"> ● Teachers met and discussed best practices of accommodations and modifications to increase student engagement and performance ● Positive feedback and participation regarding January District PD day ● Teacher presented summary to staff after participating in out of district professional development ● Evidence of practice adjustments based upon professional development were obvious during classroom visitations |

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Strategic Objective #3: Improve and develop programming to ensure all students have access to high quality appropriate education and opportunity.

| Strategic Initiative | Action Steps | How will the Action Steps be Accomplished | Who will work to accomplish the Action Steps | What are the necessary time, resources, materials | How will progress be monitored | Timeline/Expected Date of Completion |
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| <i>Assess, Review, and Revamp BBC School Year and Summer Programming</i> | NA | | | | | |
| <i>Develop a continuum of support and service for students with intensive disabilities from preschool through high school</i> | <ul style="list-style-type: none"> ● Investigate the development of a drop in/transitions support center for all students (on going) ● Investigate the expansion of a second Sub Separate classroom (on going) | Collaborate with Special Ed department and Mrs Asselin and PPS Director. Visit other districts who may have similar programs in place | Principal, Sped Director, Sped Department and School Psychologist and District Adjustment Counselor | 2017 -2018 School year. Lists of schools that have similar programs. Funds to support the program | Scheduled meetings and follow up conversations with PPS Director | June 2018 |
| <i>Design and Implement Supports for Accelerated</i> | <ul style="list-style-type: none"> ● Investigate opportunities for accelerated learners <ul style="list-style-type: none"> ○ Lego Club (D.B) ○ Jr High (7-9)Science Olympiad (T.V) | Identify staff who are interested in developing these | Teachers, Department Heads Principals | PD and PLC times | Agenda and Minutes | June 1st 2019 |

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| <p><i>Learners</i></p> | <ul style="list-style-type: none"> ○ New VHS opportunities (on going) ○ Research the Addition of new AP courses (AP Language, <u>AP Statistics</u>, AP Environmental) ○ Researching additional Civics course options (on going) ○ Developing a Spanish National Honor Society(completed) ○ Advocate for an additional spanish teacher in support of developing additional foreign language options (no progress) ○ Investigate offering the Pre - ACT exam (on going) | <p>extra curricular activities opportunities Investigate curriculum options to enhance students foreign language curriculum opportunities across the district</p> | | | | |
| <p><i>Increase Capacity to Assist Students with Behavioral Needs</i></p> | <ul style="list-style-type: none"> ● Maintain a focus on monthly SIT Meetings and ● Anti Bullying and mindfulness activities for students ● Investigate the expansion of the district adjustment counselor in the Jr-Sr High School <p><u>Update: All of these action steps have been taken</u></p> | <p>Develop curriculum and conduct workshops with the faculty that will support these initiatives with Tim Johnson ,Advisory Co Advisors, Grade 7 and Grade 8 Team,SIT meeting Members</p> | <p>Tim Johnson,Principal's Advisory Council , Grade 7 and Grade 8 Team,SIT Meeting Members</p> | <p>Lesson plans, scheduled meetings and funds for off site workshops for students and educators</p> | <p>Meeting agendas and minutes. Follow up conversations with all parties and data collection</p> | <p>June 2018</p> |

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| Strategic Initiative | Action Steps | Progress Report on Action Steps |
|---|---|---|
| <i>Assess, Review, and Revamp BBC School Year and Summer Programming</i> | NA | |
| <i>Develop a continuum of support and service for students with intensive disabilities from preschool through high school</i> | <ul style="list-style-type: none"> ● Investigate the development of a drop in/transitions support center for all students ● Investigate the expansion of a second Sub Separate classroom | <ul style="list-style-type: none"> ● Teachers and administrators met to brainstorm and implement beginning transitional space for students in Spring of 2018 ● Applied for MetroWest Grant to monetarily support implementation of a Step Down Program (drop in/support) ● Staff attended presentations by Brite Program (model Step Down Program) ● Staff site visitations to successful Step Down Programs (drop in/support) ● Staff developed a Step Down (drop in/support) program overview and plan for possible 2018-2019 implementation |
| <i>Design and Implement Supports for Accelerated Learners</i> | <ul style="list-style-type: none"> ● Investigate opportunities for accelerated learners <ul style="list-style-type: none"> ○ Lego Club (D.B) ○ Jr High (7-9)Science Olympiad (T.V) ○ New VHS opportunities ○ Research the Addition of new AP courses (AP Language, AP Statistics, AP Environmental) ○ Researching additional Civics course options ○ Developing a Spanish National Honor Society ○ Advocate for an additional spanish teacher in support of developing additional foreign language options | <ul style="list-style-type: none"> ● Lego Club and Science Olympiad implemented ● AP World History will begin Fall 2018 ● AP Statistics will begin Fall 2018 ● Spanish National Honor Society induction early 2018 |

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| | ○ Investigate offering the Pre - ACT exam | |
| <i>Increase Capacity to Assist Students with Behavioral Needs</i> | <ul style="list-style-type: none"> ● Maintain a focus on monthly SIT Meetings and ● Anti Bullying and mindfulness activities for students ● Investigate the expansion of the district adjustment counselor in the Jr-Sr High School | <ul style="list-style-type: none"> ● Consistent monthly SIT meetings with follow up action plans for students success ● Advisor/Advisee curriculum focused on anti bullying and mindfulness ● Fall 2017 Assistant Principal Anti Bullying activities ● District Adjustment Counselor established in Jr/Sr High School |

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Strategic Objective #4: Build relationships with the community so that parents and community members are more involved and engaged in the schools.

| Strategic Initiative | Action Steps | How will the Action Steps be Accomplished | Who will work to accomplish the Action Steps | What are the necessary time, resources, materials | How will progress be monitored | Timeline/Expected Date of Completion |
|---|---|--|---|---|--|--------------------------------------|
| <p><i>Improve Content and Format of Parent Communication</i></p> | <ul style="list-style-type: none"> ● Investigate and develop new Grade 7 Orientation and Back to School Night presentations ● Continue to communicate with parents and the community thru weekly email, Twitter and new department based school webpages ● Attend the ESL Parent Night <p><u>Update: All of these action steps have been taken</u></p> | <p>Develop and distribute survey</p> <p>Seek input from Grade 7 and 8 Teams</p> <p>District Admin Leaders and ESL Teachers /Coordinators</p> | <p>Principal , Grade 7 and 8 Teams and Department Heads</p> | <p>Team and Department meetings</p> | <p>Evidence of a new plan and format</p> | <p>June 1 2018</p> |
| <p><i>Build Community and Parent Relationships within our Schools</i></p> | <ul style="list-style-type: none"> ● Investigate opportunities for parents and senior community members to volunteer or attend workshops that address their technology needs ● Build stronger relations with School Resource Officer <p><u>Update: All of these action steps have been taken</u></p> | <p>School Counselor NHS students or students who are interested in teaching technology, School resource officer</p> | <p>School council meetings, internship coordinators , tech director</p> | <p>computer lab , investigate the needs of our clients.</p> | <p>Based on number of sign ups and feedback from instructors</p> | <p>June 1 2018</p> |
| <p><i>Align work within the schools with the Opioid Task Force</i></p> | <ul style="list-style-type: none"> ● Invite Health teachers, School Psychologists and Guidance Counselors and student representatives to future meetings <ul style="list-style-type: none"> ○ Screenagers Movie Presentation in November | <p>Principal will initiate invitations conversations with Adjustment</p> | <p>Principal Counselors and students</p> | | | <p>June 2018</p> |

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Strategic Objective #4: Build relationships with the community so that parents and community members are more involved and engaged in the schools.

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| | <ul style="list-style-type: none"> ○ Dr. Potee ○ SBIRT Screening implemented in 2017 ○ Research the need to present information on the issues around social media and substance abuse <p><i>Update: All of these action steps have been taken</i></p> | Counselor and Opioid Task Force | | | | |
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Strategic Objective #4: Build relationships with the community so that parents and community members are more involved and engaged in the schools.

| Strategic Initiative | Action Steps | Progress Report on Action Steps |
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| <i>Improve Content and Format of Parent Communication</i> | <ul style="list-style-type: none"> ● Investigate and develop new Grade 7 Orientation and Back to School Night presentations ● Continue to communicate with parents and the community thru weekly email, Twitter and new department based school webpages ● Attend the ESL Parent Night | <ul style="list-style-type: none"> ● Junior High teachers present Back to School Night as a team ● Implemented a new format for Program of Studies night ● Increased Twitter postings ● Implemented weekly email Blast ● Attended Memorial School ESL Parent Night |
| <i>Build Community and Parent Relationships within our Schools</i> | <ul style="list-style-type: none"> ● Investigate opportunities for parents and senior community members to volunteer or attend workshops that address their technology needs ● Build stronger relations with School Resource Officer | <ul style="list-style-type: none"> ● 12th grades students provided technology workshops for Senior Citizens ● School Resource Officer daily presence in school at lunches and meetings along with attending Washington DC field trip |
| <i>Align work within the schools with the Opioid Task Force</i> | <ul style="list-style-type: none"> ● Invite Health teachers, School Psychologists and Guidance Counselors and student representatives to future meetings <ul style="list-style-type: none"> ○ Screenagers Movie Presentation in November ○ Dr. Potee ○ SBIRT Screening implemented in 2017 ○ Research the need to present information on the issues around social media and substance abuse | <ul style="list-style-type: none"> ● Collaborated with Amy Leone, Community Impact to provide parent informational sessions on all listed topics ● Students presented to the Opioid task force and worked directly with Amy Leone during school workshops ● Health teacher presented to the Opioid task force ● Screenagers was presented to all students and we held an evening screening for parents and community members to address social media addiction and pressure ● Corey's Cause was presented to students to address substance abuse with students ● Dr. Potee presented to parents and community members to address substance abuse ● SBIRT screening was implemented by the nurse and guidance counselors |