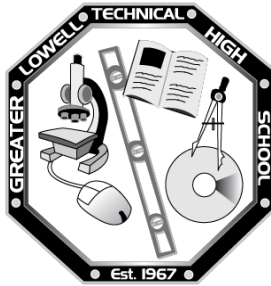


# GREATER LOWELL TECHNICAL HIGH SCHOOL



# SCHOOL IMPROVEMENT PLAN

Approved by  
Greater Lowell Technical School Committee

JUNE, 2010

**GREATER LOWELL TECHNICAL HIGH SCHOOL  
SCHOOL COUNCIL MEMBERS**

**2009-2010**

**Staff Members**

Mary Jo Santoro, Co-Chair  
Maureen Griffin, Co-Chair

Peter Kenney  
Scott MacKenzie  
Linda Zambino

**Parent Members**

Colleen Dubuc  
Mary Gail Jagers  
Michelle Kohanski  
Kim LeDoux  
Kieran Lennon

**Student Members**

Haleigh Sawlan  
Lawrence Teague

**Community Member**

Sean Ready

*Submitted for School Committee Approval  
June 10, 2010*

## Mission Statement

**Greater Lowell Technical High School commits to ensure students' readiness for career, college, and citizenship in the 21st century. We challenge and support students as they realize their individual potential for personal and professional success.**

## Philosophy

Greater Lowell Technical High School believes in the philosophy and goals of the Massachusetts Common Core of Learning, the Massachusetts Curriculum Frameworks, and the Massachusetts Vocational Technical Education Frameworks to ensure that students attain the **academic and technical** skills required to secure employment, to continue post-secondary studies, or to pursue a combination of both.

Greater Lowell Technical High School provides students with distinct **technical and academic** experiences in a supportive and safe environment to realize a focus for their future.

Greater Lowell Technical High School actively strengthens community and business partnerships with service programs, career and employment opportunities, mentoring programs, advisory boards, grant partnerships, field placements, and volunteerism.

Greater Lowell Technical High School's faculty commits to the highest quality of instruction in both **technical and academic** areas and the design of extra and co-curricular activities that positively influence students' intellectual, physical, social, and emotional development, to develop leadership, teamwork, and problem solving.

Greater Lowell Technical High School promotes and enhances the learning process by providing academic, technical, and personal/social counseling to facilitate positive student development.

Greater Lowell Technical High School believes that all students regardless of race, color, national origin, sex, disability, religion, or sexual orientation have the opportunity to succeed through **technical and academic** programs and extracurricular activities.

## Goals

Commit to a learning environment that increases student achievement and develops confident learners.

Develop staff and students to think critically and to communicate effectively through educational experiences that exercise teamwork, problem solving, and individual responsibility and pride in teaching and learning.

Incorporate proven instructional resources and technology into our **technical and academic** curriculum to prepare students to adapt to technological change and to broaden their awareness of career opportunities.

Encourage and facilitate increased parent/guardian involvement in the educational process, including extracurricular activities.

Staff and students will model standards of behavior that cultivate community, respect, and professionalism.

**SCHOOL IMPROVEMENT PLAN**

**Goal #1:** Increase student achievement in all subject areas with an emphasis on at risk student populations (i.e., students with disabilities, English Language Learners, Title I students, etc.)

**Improvement Objective:** All students will demonstrate increased achievement in all areas with an emphasis on ELA, math, and science.

Improvement Strategies	Person(s) Responsible	Resources/ Funding	Timeline	Evaluation Tools: Evidence of Progress	Degree of Attainment *
Analyze MCAS data, quarterly assessment data and student competency data to assess student achievement.	Administrative Team Curriculum Teams Assessment Director PIM Team	LEA Budget	2009-2011	MCAS Scores AYP Statistics (DESE) Common Assessments Competencies Curriculum Team notes Grades/Progress Reports Technical Competency Checklists Common Assessment Data Analysis Sheets	O
Offer inclusion classes in all core content subjects (Team Teaching Model).	Dir. of Special Education Asst. Supt./Curriculum Academic Cluster Chairs Inclusion Teams	LEA Budget SPED Grant	2009-2012	Master Schedule Student Schedules Student Transcripts Teacher Schedules	PI
Integrate all ELL students into general education classes, in addition to ELE classes.	Asst. Supt./Curriculum Director of ELE	LEA Budget	2009-2011	Student Schedules Student Transcripts	I
Develop and offer Honors level courses in all core content subjects.	Asst. Supt./Curriculum Academic Cluster Chairs	LEA Budget	2009-2011	Course Curriculum Course of Studies Scheduling Guidesheets	PI \$

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**SCHOOL IMPROVEMENT PLAN**

**Goal #1:** (cont'd) Increase student achievement in all subject areas with an emphasis on at risk student populations. (Students with disabilities and English Language Learners)

**Improvement Objective:** All students will demonstrate increased achievement in all areas with an emphasis on ELA, math, and science.

Improvement Strategies	Person(s) Responsible	Resources/ Funding	Timeline	Evaluation Tools: Evidence of Progress	Degree of Attainment *
Offer academic support programs: After School Teacher Assistance, MCAS support, Work and Learning Summer Program, Homework Assistance and Tutoring, Peer Tutoring, Collaborative Partnership Program (8 <sup>th</sup> Grade Transition).	Administrative Team Grant Program Coordinators	LEA Budget Competitive Grants Title I Grant	2009-2011	Student Participation attendance logs Achievement Data - transcripts, MCAS, quarterly exams, pre and post testing, individual programs	I
Reorganize Guidance Counselors, Deans and SPED liaisons caseloads by Cluster and/or Department.	Director of Guidance Deans Principal Director of SPED	N/A	2009-2010	Caseload Listings	PI
Form committee to study reorganization potential to reflect small learning community model (i.e., "house" system, "academy" system, etc.).	Principal	LEA Budget Grants	2009-2011	Meeting schedules, agendas and minutes Report of committee findings Committee recommendations	SI

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**SCHOOL IMPROVEMENT PLAN**

**Goal #2:** Develop and reinforce 21<sup>st</sup> Century skill acquisition for all students.

**Improvement Objective:** All students will demonstrate their ability to solve problems through a team approach using technology, research skills, writing and presentation techniques.

<b>Improvement Strategies</b>	<b>Person(s) Responsible</b>	<b>Resources/ Funding</b>	<b>Timeline</b>	<b>Evaluation Tools: Evidence of Progress</b>	<b>Degree of Attainment *</b>
Incorporate inquiry based projects into all core subjects, related classes and technical programs.	Asst. Supt./Curriculum Dir. of Technical Studies All Cluster Chairs Teachers	LEA Budget Perkins Grant Title I Grant	2009-2012	Senior Course -"Problem Based Integrated Research" Student completion data (transcripts) Curriculum Team notes Curriculum Development requests Newly developed/enhanced curriculum Teacher Evaluations	PI
Develop Integration Team Model	Asst. Supt./Curriculum Dir. of Technical Studies All Cluster Chairs Directors Academic Teachers Technical Teachers Support Staff	LEA Budget Perkins Grant Title I Grant SPED Grant	2009-2011	Curriculum Development Integration Team meeting notes Pilot Team report/feedback	PI
Increase Student/Teacher Involvement in SkillsUSA	Asst. Supt./Curriculum Dir. of Technical Studies Technical Chairs Skills Advisors	Perkins LEA Budget	2009-2011	Student participation in District, State and National Skills Competitions	O
Develop and adopt schoolwide grading practices with dual evaluation system: achievement/productivity (employability skills).	Grading Policy Study Group Teachers Administrative Team I.S. Administrator	LEA Budget Grants	2010-2011	Schoolwide Grading Policy Implementation	PI
Review and update of Cooperative Education Manual to reflect best practices to enhance student success in the workplace.	Cooperative Education Dir. Dir. of Guidance and Counseling Services Dir. of Technical Studies	LEA Budget	2010-2011	Publication of revised Cooperative Education Manual	SI

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**SCHOOL IMPROVEMENT PLAN**

**Goal #3:** Increase literacy rates for all students.

**Improvement Objective:** All students will demonstrate an increase in literacy skills.

<b>Improvement Strategies</b>	<b>Person(s) Responsible</b>	<b>Resources/ Funding</b>	<b>Timeline</b>	<b>Evaluation Tools: Evidence of Progress</b>	<b>Degree of Attainment *</b>
Form Literacy Study Group	Title I Director	Title I Grant Literacy Grants	2010-2011	Literacy Study Group training materials Agendas and final report Literacy Group participation documents	PI
All teachers will incorporate reading materials in classrooms (academic, technical and related) to increase student's interest in reading.	All Cluster Chairs and Directors	LEA Budget Grants	2009-2011	Department purchase orders Teacher surveys Teacher Observation reports	PI \$
Reading Leadership Team will develop and implement in-service workshops on literacy related topics for all instructors across curriculums.	Title I Director	Title I Grant Literacy Grants	2010-2012	Workshop schedule Presentation materials Participant feedback blog	SI
Develop a three-five year District Literacy Action Plan.	Title I Director Interdisciplinary Study Group on Literacy	Title I Grant Literacy Grants	2010-2011	Presentation of Literacy Action Plan Study Group meeting minutes, agendas and final report	SI

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**SCHOOL IMPROVEMENT PLAN**

**Goal #4:** Provide a variety of professional development opportunities to all administrative, instructional and support staff.

**Improvement Objective:** All administrative, instructional and support staff members will demonstrate a commitment to Greater Lowell student improvement initiatives by actively participating in professional development activities.

<b>Improvement Strategies</b>	<b>Person(s) Responsible</b>	<b>Resources/ Funding</b>	<b>Timeline</b>	<b>Evaluation Tools: Evidence of Progress</b>	<b>Degree of Attainment *</b>
Continue to offer in-service workshops, conferences and professional networking opportunities.	Administrative Team	LEA Budget Grants	2009-2011	Teacher registration materials Departmental presentations Department meeting agendas/minutes	O
Realign Teacher Mentoring Program to include topics relevant to increased student achievement through teamwork, communication and positive school culture.	Asst. Supt./Curriculum Student Activities Coord. Directors Cluster Chairs	LEA Budget	2009-2010	Teacher Mentoring Program guide Teacher Mentoring Program agenda Teacher Mentoring Program feedback forms	I
Expand Teacher Mentoring Program to two (2) years for newly hired instructors to include teacher/peer coaching component.	Asst. Supt./Curriculum	LEA Budget Grants	2009-2011	Teacher Mentoring Program Guide Teacher Mentoring feedback forms	\$
Develop in-house mentoring program for co-taught teacher teams.	Director of SPED Asst. Supt./Curriculum Academic Cluster Chairs	LEA Budget SPED Grant	2009-2011	Team Teacher Mentoring workshops Participation sign-in sheets Team Teacher Mentoring feedback forms	PI
Develop in-house mentoring program for technology literacy for staff.	Dir. of Technical Studies	LEA Budget Grants	2010-2011	Teacher Survey State required technical survey (TSAT) Teacher Observations	PI
Offer three (3) credit courses in "Using Technology in the Classroom", "Mathematics for the Vocational-Technical Learner" and "RBT Skillful Teacher".	Director of Media/Library	LEA Budget Grants	2009-2012	Course registrations RBT completion certificates Teacher Evaluations	O

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**SCHOOL IMPROVEMENT PLAN**

**Goal #4:** (cont'd) Provide a variety of professional development opportunities to all administrative, instructional and support staff.

**Improvement Objective:** All administrative, instructional and support staff members will demonstrate a commitment to Greater Lowell student improvement initiatives by actively participating in professional development activities.

<b>Improvement Strategies</b>	<b>Person(s) Responsible</b>	<b>Resources/ Funding</b>	<b>Timeline</b>	<b>Evaluation Tools: Evidence of Progress</b>	<b>Degree of Attainment *</b>
"Observing and Evaluating Teaching" instruction workshops for Cluster Chairs and Directors (RBT).	Director of Media/Library Cluster Chairs Directors RBT Consultant	LEA Budget Grants	2009-2011	Teacher Observations and Evaluations	O
Continue Training in Formative Assessment	Director of Media/Library Formative Assessment Consultant Administrative Team Teachers	LEA Budget Grants	2009-2011	Formative Assessment training agendas and materials Curriculum revisions Teacher Evaluations	PI
New Inclusion Teams and Title I Teams will attend workshop training on co-teaching model.	Asst. Supt./Curriculum Dir. of Special Education Cluster Chairs Director of Title I	LEA Budget SPED Grant Title I Grant	2009-2011	Workshop participant registrations Implementation Strategies in inclusion classes Teacher Observations and Evaluations	O
Provide administrative team with team building, consensus building activities relative to SIP goals and objectives.	Superintendent Asst. Supt./Principal	LEA Budget Grants	Summer 2009-2011	Administrative Team participation Administrative Team meeting minutes	\$
Implement all goals in the Greater Lowell Professional Development Plan.	Professional Development Team Dir. of Media/Library Administrative Team	LEA Budget Title I SPED Grant Perkins Competitive Grants	2010-2011	Professional Development staff feedback forms Staff survey results (needs assess) Professional Development feedback blogs	O \$

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**Goal #4:** (cont'd) Provide a variety of professional development opportunities to all administrative, instructional and support staff.

**Improvement Objective:** All administrative, instructional and support staff members will demonstrate a commitment to Greater Lowell student improvement initiatives by actively participating in professional development activities.

Improvement Strategies	Person(s) Responsible	Resources/ Funding	Timeline	Evaluation Tools: Evidence of Progress	Degree of Attainment *
Establish and implement a Professional Development Plan for instructor ELE training in Categories 1-4.	ELE and ELA Cluster Chair	LEA Budget	2009-2011	Professional Development offerings Instructors completion PDP's and/or course credits	PI
Provide training to all staff on bullying prevention in school.	Principal Director of Guidance Dir. of Media/Library	LEA Budget Grant Funds	2010-2011	Training schedules, agendas, materials, participation logs, staff evaluations	O

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**SCHOOL IMPROVEMENT PLAN**

**Goal #5:** Increase Parental Involvement

**Improvement Objective:** All students will experience a consistent support system between home and school through common strategies developed by regular parent/teacher communication.

<b>Improvement Strategies</b>	<b>Person(s) Responsible</b>	<b>Resources/ Funding</b>	<b>Timeline</b>	<b>Evaluation Tools: Evidence of Progress</b>	<b>Degree of Attainment *</b>
Utilize ConnectEd Telephone Communication System	Administrative Team	LEA Budget	2009-2011	Parent feedback response to phone requests	O
Schoolwide parental access to electronic gradebook (family view/parent portal).	Administrative Team I.S. Staff Director of Assessment Services	N/A	2009-2011	At least 80% parent participation Parent feedback to teachers	PI
Expand Title I Parent Newsletter (available to all parents) - publish three (3) times annually.	Director of Title I	Title I Grant	2009-2010	Publication materials Parent/student feedback	PI
Establish general parent advisory committee - Parents Active Voice in Education (PAVE).	Parent Leader Volunteer Principal	LEA Budget PAVE Sponsored Fundraisers	2009-2011	PAVE meeting minutes Parent feedback forms	PI
Solicit parent involvement in technical program advisory committees.	Dir. of Technical Studies Advisory Committee Chairs	Perkins	2009-2011	Invitation letter Advisory Committee lists Advisory Committee meeting minutes	PI
Form committee to research and recommend best practices in progress reporting to parents.	Director of Guidance and Counseling Services Director of Curriculum	LEA Budget	2010-2011	Committee agendas, minutes, and final report to Principal	SI
Investigate the possibility of offering schoolwide "parent-teacher" night.	Principal Leadership Team	LEA Budget	2010-2011	Leadership Team agendas, meeting minutes Report to Superintendent	SI

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**SCHOOL IMPROVEMENT PLAN**

**Goal #6:** Continue to foster positive culture and climate.

**Improvement Objective:** All students will have the opportunity to experience extra-curricular activities that promote leadership, community service and personal growth and development.

<b>Improvement Strategies</b>	<b>Person(s) Responsible</b>	<b>Resources/ Funding</b>	<b>Timeline</b>	<b>Evaluation Tools: Evidence of Progress</b>	<b>Degree of Attainment *</b>
Expand student opportunities for community service involvement.	Community Service Learning Coordinator Student Activities Coord. Student Advisors	LEA Budget Grants	2009-2011	Student participation Community sponsored certificates of participation	O
Expand offerings for extra curricular student activities, clubs, and organizations.	Student Activities Coord. Student Advisors	LEA Budget Grants	2009-2011	Student participation Student presentations (i.e., Talent Show, Drama Club, Dance Team, etc.)	I
Continue to expand student leadership opportunities.	Student Activities Coord. Student Advisors	LEA Budget Grants	2009-2011	Student representatives on local, state and national organizations Student led initiatives	O
Provide learning opportunities for students that build strong character, respectful behavior and responsibility (i.e., anti-bullying, harassment, diversity, tolerance, acceptance, inclusion, etc.).	Principal Director of Media/Library	LEA Budget Grants	2009-2011	Student feedback blogs on presentations/workshops Teachers/Advisors feedback on student activities participation Student safety surveys	PI
Continue to install state-of-the-art security systems (cameras, lobby guard, auto locks, etc.) to ensure a safe environment for all students and staff.	Director of Plant Services Business Administrator	LEA Budget	2009-2012	Annual report to School Committee on security systems	\$

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**SCHOOL IMPROVEMENT PLAN**

**Goal #6:** (cont'd) Continue to foster positive culture and climate.

**Improvement Objective:** All students will have the opportunity to experience extra-curricular activities that promote leadership, community service and personal growth and development.

Improvement Strategies	Person(s) Responsible	Resources/ Funding	Timeline	Evaluation Tools: Evidence of Progress	Degree of Attainment *
Develop policy and procedure for bullying prevention in school.	Principal Director of Guidance Bullying Task Force Members	LEA Budget Grants	2010-2011	Student Handbook	PI

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