

GREATER LOWELL TECHNICAL HIGH SCHOOL



SCHOOL IMPROVEMENT PLAN

Approved by
Greater Lowell Technical School Committee

June 9, 2011

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

2010-2011

Staff Members

Robert Lussier, Co-Chair
Maureen Griffin, Co-Chair

Cathleen Dillon
Peter Kenney
Linda Zambino

Parent Members

Lynda Cornellier
Colleen Dubuc
Mary Gail Jagers
Michelle Kohanski
Angel Marte
Heather Primeau (*Alternate*)

Student Members

Ashley Hillson
Francis Ndicu

Community Member

Raymond Boutin
Sean Ready

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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, student competency data, and student work to assess student achievement and inform instructional practice and make analysis available to administration and faculty for curriculum modifications and decision making purposes.	Administrative Team Curriculum Teams Assessment Director MCAS Data Team Technical Achievement Data Team	LEA Budget	2009-2012	MCAS Scores AYP Statistics (DESE) Common Assessments Competencies Curriculum Team notes Grades/Progress Reports Technical Competency Profiles Common Assessment Data Analysis Sheets Skills Tutor	O
Offer inclusion classes in all core content subjects (Team Teaching Model).	Dir. of Special Education Dir. of Curr. & Instruction Academic Cluster Chairs Inclusion Teams	LEA Budget SPED Grant	2009-2012	Master Schedule Student Schedules Student Transcripts Teacher Schedules	PI
Increase the rigor of all academic courses by making all courses college prep or advanced level.	Dir. of Curr. & Instruction Academic Cluster Chairs	LEA Budget	2009-2012	Course Curriculum Course of Studies Scheduling Guidesheets	SI
Form committee to study reorganization potential to reflect small learning community model (i.e., "house" system, "academy" system, etc.).	Principal	LEA Budget Grants	2009-2012	Meeting schedules, agendas and minutes Report of committee findings Committee recommendations	SI

Shaded Cells - New Improvement Strategy

* I = Implemented

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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 *
Develop a peer coaching program focused on best instructional practices	Dir. of Curr. & Instruction Director of Technical Studies Director of Medial Library	LEA Budget	2011-2012	Peer Coaching Training Agendas Coaching Meeting Logs Peer Coaching Action Plans	SI

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SCHOOL IMPROVEMENT PLAN

Goal #2: Develop and reinforce 21st 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.

Improvement Strategies	Person(s) Responsible	Resources/ Funding	Timeline	Evaluation Tools: Evidence of Progress	Degree of Attainment *
Incorporate inquiry based projects into all core subjects, related classes and technical programs.	Dir. of Curr. & Instruction Dir. of Technical Studies All Cluster Chairs Teachers	LEA Budget Perkins Grant Title I Grant	2009-2013	Senior Course -"Problem Based Integrated Research" Student completion data (transcripts) Curriculum Team notes Curriculum Development requests Newly developed/enhanced curriculum Teacher Evaluations Scope and Sequence	PI
Develop Integration Team Model by creating a Pilot Integration Team of Academic and Technical Teachers/ Administrators	Dir. of Curr. & Instruction Dir. of Technical Studies All Cluster Chairs Directors Academic Teachers Technical Teachers Support Staff	LEA Budget Perkins Grant Title I Grant SPED Grant	2009-2013	Curriculum Development Integration Team meeting notes Pilot Team report/feedback Master Schedule	SI
Increase Student/Teacher Involvement in SkillsUSA	Dir. of Curr. & Instruction Dir. of Technical Studies Technical Chairs Skills Advisors Student Activities Coor.	Perkins LEA Budget	2009-2012	Student participation in District, State and National Skills Competitions 100% Membership	O
Develop and adopt schoolwide grading practices with dual evaluation system: achievement/ productivity (employability skills).	Grading Policy Study Group Teachers Administrative Team	LEA Budget Grants	2010-2012	Schoolwide Grading Practices Implementation	PI

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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.

Improvement Strategies	Person(s) Responsible	Resources/ Funding	Timeline	Evaluation Tools: Evidence of Progress	Degree of Attainment *
All teachers will incorporate informational text reading materials in classrooms to increase student interest and skill in reading.	All Cluster Chairs and Directors	LEA Budget Grants	2011-2014	Department purchase orders Teacher surveys Teacher Observation reports Scope and Sequence Curriculum Binders	SI
Interdisciplinary Literacy Study Group will develop and implement in-service workshops on literacy related topics for all instructors across curriculums.	Title I Director	Title I Grant Literacy Grants	2010-2013	Workshop schedule Presentation materials Participant feedback blog Curriculum/Lesson Plans	O

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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.

Improvement Strategies	Person(s) Responsible	Resources/ Funding	Timeline	Evaluation Tools: Evidence of Progress	Degree of Attainment *
Continue to offer in-service workshops, conferences and professional networking opportunities.	Administrative Team Dir. of Prof. Development Director of Media/Library	LEA Budget Grants	2009-2012	Teacher registration materials Departmental presentations Department meeting agendas/minutes Curriculum/Lesson Plans	O
Expand Teacher Mentoring Program to two (2) years for newly hired instructors to include teacher/peer coaching component.	Dir. of Curr. & Instruction	LEA Budget Grants	2009-2013	Teacher Mentoring Program Guide Teacher Mentoring feedback forms	PI \$
Continue in-house mentoring program for co-taught teacher teams.	Director of SPED Dir. of Curr. & Instruction Academic Cluster Chairs	LEA Budget SPED Grant	2009-2013	Team Teacher Mentoring workshops Participation sign-in sheets Team Teacher Mentoring feedback forms	O
Develop in-house mentoring program for technology literacy for staff.	Dir. of Technical Studies	LEA Budget Grants	2010-2013	Teacher Survey State required technical survey (TSAT) Teacher Observations	PI
"Observing and Evaluating Teaching" instruction workshops for Cluster Chairs and Directors (RBT).	Director of Media/Library Cluster Chairs Directors RBT Consultant	LEA Budget Grants	2009-2012	Teacher Observations and Evaluations	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 *
Redesign training in Formative Assessment	Director of Media/Library Administrative Team Teachers Assessment Data Team	LEA Budget Grants	2009-2012	Formative Assessment training agendas and materials Curriculum revisions Teacher Evaluations New Training Plan	SI
New Inclusion Teams and Title I Teams will attend workshop training on co-teaching model.	Dir. of Curriculum & Instruction Dir. of Special Education Cluster Chairs Director of Title I	LEA Budget SPED Grant Title I Grant	2009-2012	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	2011-2013	Administrative Team participation Administrative Team meeting minutes	SI \$
Update school Professional Development Plan.	Professional Development Team Dir. of Media/Library Administrative Team	LEA Budget Title I SPED Grant Perkins Competitive Grants	2011-2012	Professional Development staff feedback forms Staff survey results (needs assess) Professional Development feedback blogs Updated Professional Development Plan Professional Development Team Meetings	O \$

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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	2011-2012	Professional Development offerings Instructors completion certificates and grade reports	O
Provide training to all staff on bullying prevention in school.	Principal Director of Guidance Dir. of Media/Library	LEA Budget Grant Funds	2010-2012	Training schedules, agendas, materials, participation logs, staff evaluations	O
Provide safety training for staff as part of the implementation of the school safety program.	Dir. of Technical Studies School Safety Manager Director of Media/Library	LEA Budget	2011-2012	Safety Training agendas staff completion certificates training lesson plans.	SI
Use technology to better communicate schoolwide expectations for performance to staff.	Principal Leadership Team	LEA	2011-2012	Email Memos SharePoint Documents Training Agendas CBT	SI
Provide training for supervisors and teachers on using student outcomes as part of evaluating staff performance.	Director of Media/Library Dir. of Curr. & Instruction Dir. of Technical Studies	LEA	2011-2012	Teacher Observation and Evaluations Training Agendas Performance Instruments	SI
Develop systems to guide collaborative discussions on instruction and learning.	Principal Dir. of Curr. & Instruction Dir. of Technical Studies	LEA	2011-2012	Discussion Instruments	SI

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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.

Improvement Strategies	Person(s) Responsible	Resources/ Funding	Timeline	Evaluation Tools: Evidence of Progress	Degree of Attainment *
Schoolwide parental access to electronic gradebook (family view/parent portal).	Administrative Team I.S. Staff Dir. of Assessment Services	N/A	2009-2012	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	2009-2012	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	2009-2012	PAVE meeting minutes Parent feedback forms	PI
Solicit parent involvement in technical program advisory committees.	Dir. of Technical Studies Advisory Committee Chairs	LEA Budget	2009-2012	Invitation letter Advisory Committee lists Advisory Committee meeting minutes	O
Form committee to research and recommend best practices in student progress reporting to parents.	Director of Guidance and Counseling Services Dir. of Curr. & Instruction	LEA Budget	2010-2012	Committee agendas, minutes, and final report to Principal	SI
Investigate the possibility of offering schoolwide "parent-teacher" night.	Principal Leadership Team School Council Subcommittee	LEA Budget	2010-2012	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.

Improvement Strategies	Person(s) Responsible	Resources/ Funding	Timeline	Evaluation Tools: Evidence of Progress	Degree of Attainment *
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	2009-2012	Student feedback blogs on presentations/workshops Teachers/Advisors feedback on student activities participation Student safety surveys Lesson Plans Student Presentations Agendas	O
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 Facilities report to School Committee on security systems	O \$\$

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**APPENDIX
IMPLEMENTED GOALS**

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.

SY Year Implemented	Improvement Strategies	Person(s) Responsible	Resources/ Funding	Timeline	Evaluation Tools: Evidence of Progress	Degree of Attainment *
2009-2010	Integrate all ELL students into general education classes, in addition to ELE classes.	Dir. of Curr. & Instruction Director of ELE	LEA Budget	2009-2011	Student Schedules Student Transcripts	I
2009-2010	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 th 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
2010-2011	Reorganize Guidance Counselors' and Deans' caseloads by Cluster and/or Department to establish a stronger knowledge of specific career paths as well as closer working ties with students and faculty.	Director of Guidance Deans Principal Director of SPED	N/A	2009-2010	Caseload Listings	I

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Goal #2: Develop and reinforce 21st 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.

SY Year Implemented	Improvement Strategies	Person(s) Responsible	Resources/ Funding	Timeline	Evaluation Tools: Evidence of Progress	Degree of Attainment *
2010-2011	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	I

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Goal #3: Increase literacy rates for all students.

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

SY Year Implemented	Improvement Strategies	Person(s) Responsible	Resources/ Funding	Timeline	Evaluation Tools: Evidence of Progress	Degree of Attainment *
2009-2010	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	I
2010-2011	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	I

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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.

SY Year Implemented	Improvement Strategies	Person(s) Responsible	Resources/ Funding	Timeline	Evaluation Tools: Evidence of Progress	Degree of Attainment *
2009-2010	Realign Teacher Mentoring Program to include topics relevant to increased student achievement through teamwork, communication and positive school culture.	Dir. of Curr. & Instruction Student Activities Coord. Directors Cluster Chairs	LEA Budget	2009-2010	Teacher Mentoring Program guide Teacher Mentoring Program agenda Teacher Mentoring Program feedback forms	I
2010-2011	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	I

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

SY Year Implemented	Improvement Strategies	Person(s) Responsible	Resources/ Funding	Timeline	Evaluation Tools: Evidence of Progress	Degree of Attainment *
2010-2011	Utilize ConnectEd Telephone Communication System	Administrative Team	LEA Budget	2009-2011	Parent feedback response to phone requests	I

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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.

SY Year Implemented	Improvement Strategies	Person(s) Responsible	Resources/ Funding	Timeline	Evaluation Tools: Evidence of Progress	Degree of Attainment *
2009-2010	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
2010-2011	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	I
2010-2011	Continue to expand student leadership opportunities.	Student Activities Coord. Student Advisors	LEA Budget Grants	2009-2012	Student representatives on local, state and national organizations Student led initiatives	I
2010-2011	Develop policy and procedure for bullying prevention in school.	Principal Director of Guidance Bullying Task Force Members	LEA Budget Grants	2010-2011	Student Handbook	I

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