

**TANTASQUA REGIONAL & UNION 61 SCHOOLS
DISTRICT IMPROVEMENT PLAN 2016-2020**

Goal 1: To increase student achievement.

	OBJECTIVES	ACTIONS	RESPONSIBLE PARTIES	TIMELINES	EVIDENCE
A	To continue to refine our common curriculum and assessment practices	<ul style="list-style-type: none"> ❖ Create a K-12 curriculum map in all content areas by 2020. ❖ Train <i>a core team of</i> K-8 staff in the Understanding by Design (UbD) framework for the purposes of implementing common curriculum maps and a Train the Trainer model ❖ Train <i>a core team</i> K-8 staff in Atlas curriculum mapping software ❖ Complete and revise 9-12 ATLAS curriculum maps. ❖ Train all K-8 staff in the use of Atlas software 	<p>Teachers and Administrators</p> <p>Administrators and K-8 Teachers</p> <p>Administrators and K-8 Teachers</p> <p>Administrators and 9-12 Teachers</p> <p>Administrators and K-8 Teachers</p>	<p>Ongoing 2016-2020</p> <p>*Initial training for trainers- Fall 2016</p> <p>*School based training- Winter 2016-Spring 2017</p> <p>Spring 2017</p> <p>Fall 2016-Spring 2017</p> <p>Fall 2017</p>	<p>Curriculum maps</p> <p>Training documents</p> <p>Training documents</p> <p>Training documents</p> <p>Completed 9-12 Curriculum maps</p> <p>Training documents</p>

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		<ul style="list-style-type: none"> ❖ Complete Atlas curriculum mapping K-8 ❖ Expand use of Atlas to include a library of lessons and assessments for grades K-12 ❖ Continue alignment of common assessments, common essays, document based questions (DBQ's), lab reports, and unit assessments. ❖ Fully implement the new Massachusetts Science Standards ❖ Develop multi-year curriculum revision cycle. ❖ Explore the possibility of adding a Science Coach (stipend) role at the Elementary Schools 	<ul style="list-style-type: none"> K-8 Teachers Librarians, Teachers and Administrators Teachers and Administrators Administrators and Teachers Administrators Administrators 	<ul style="list-style-type: none"> *ELA and Math 2017- 2018 *Science, Social Studies, Foreign Language, Arts, Health, PE (other) 2018-2020 2017-2020 Ongoing/annual reviews Ongoing- 2016-2019 2016-2017 2016-2017 	<ul style="list-style-type: none"> Completed K-8 Curriculum maps Completed lesson plans and assessments Completed and aligned common assessments and essays, DBQs, lab reports, unit assessments Curriculum maps with necessary lesson support materials Curriculum cycle document Recommendation to add/not add the role of Science Coach for 2017-2018 school year

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		❖ Continue to support a seamless transition to the new MA Assessment System	Administrators	Ongoing-2016-2020	Full implementation of the new MA Assessment System
B	Refine our data based decision process in order to provide targeted instruction for all students.	<ul style="list-style-type: none"> ❖ Review state mandated, benchmark, formative and summative data to identify students in need of intervention and areas of improvement. ❖ Provide time for analysis of results to identify trends and allow for planning time for intervention / support / extension. ❖ Require individual School Improvement Plans to incorporate a goal on children with diverse learning and social/emotional needs. ❖ Explore the development of Data Teams at each school 	<ul style="list-style-type: none"> Administration, Teachers, SISP Administration, Teachers, SISP Administrators, Teachers, SISP Administrators 	<ul style="list-style-type: none"> Fall of each year/Annually/Ongoing Annually/ Ongoing Annually 2016-2017 	<ul style="list-style-type: none"> School based list of identified students and individualized interventions Schedules of meetings and intervention documents Annual goals established in all School Improvement Plans Recommendations for implementation during future school years

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C	To improve student proficiency utilizing an integrated model of literacy across all content areas.	<ul style="list-style-type: none"> ❖ Define and implement District Determined Measures (DDMs) to examine growth in the areas of Reading, writing, speaking, and listening. ❖ Explore and implement a consistent writing model for K-8. ❖ Refine the implementation of K-6 Closer Reading practices ❖ Explore the possibility of expanding the K-6 Literacy Team to include representatives from grades 7-12 	<p>Administrators, Teachers, SISP</p> <p>Administrators and Teachers</p> <p>Administrators, Literacy Coaches and K-6 Teachers</p> <p>Administrators and Teachers</p>	<p>Ongoing</p> <p>*2016-2017 Pilot and exploration *2017-2018 Implementation</p> <p>2016-2017</p> <p>*2016-2017 Exploration *2017-2018 Possible expansion</p>	<p>List of DDMs and students growth data</p> <p>Selection of writing program</p> <p>PD Documents, meeting documents, materials</p> <p>Literacy Coach/Lead Teacher/Curriculum Coordinator meeting documents with recommendations for 2017-2018.</p>

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D	To support teachers to continually enhance their instructional practice.	<ul style="list-style-type: none"> ❖ Expand and enhance the district mentoring program. ❖ Incorporate student support services information into the New Teacher Orientation and Mentoring Program in all schools. ❖ Encourage shared practice among and between teachers and administrators. ❖ Convene the professional development committee to enhance the PD opportunities. ❖ Expand faculty/department meetings to include professional development opportunities. ❖ Review teacher leadership opportunities in all schools and across the districts ❖ Implement, with fidelity, all elements of the Massachusetts Educator Evaluation System 	<p>Administrators, Mentor Coordinators, Mentors</p> <p>Administrators, Mentor Coordinators Mentors</p> <p>Administrators, SISP, Teachers</p> <p>Administrators, SISP, Teachers</p> <p>Administrators, SISP, Teachers</p> <p>Administrators, Teachers, SISP</p> <p>Administrators, Teachers, SISP</p>	<p>2016-2017 and Ongoing</p> <p>2016-2017 and Ongoing</p> <p>2016-2017 and Ongoing</p> <p>2016-2017 and Ongoing</p> <p>2016-2017 and Ongoing</p> <p>2016-2017 and Ongoing</p> <p>Annually and Ongoing</p>	<p>Mentoring Program documents</p> <p>Meeting documents</p> <p>Meeting documents and products</p> <p>Materials related to professional development offerings/schedules</p> <p>Faculty meeting agendas and work products when applicable</p> <p>List of teacher leadership opportunities</p> <p>Educator Evaluation documents and data</p>

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Goal 2: To maintain and enhance the districts' comprehensive program of student support services.

	OBJECTIVES	ACTIONS	RESPONSIBLE PARTIES	TIMELINES	EVIDENCE
A	To Further design and refine targeted student interventions to ensure consistent and coherent protocols for all tiers of <i>academic support</i> .	<ul style="list-style-type: none"> ❖ Refine building based RTI process. ❖ Create DCAP District Team ❖ Continue to enhance the support manual that will be utilized by all schools (language, forms, follow-through, protocols, etc.). 	<p>Administrators, Teachers, SISP</p> <p>Administrators, Teachers, SISP</p> <p>Administrators, Teachers, and SISP</p>	<p>2016-2017 and Ongoing</p> <p>2016-2017</p> <p>2018-2019</p>	<p>Professional development and process related documents</p> <p>Meeting documents and completed District DCAP</p> <p>Meeting documents and published manual</p>
B	To further design and refine targeted student interventions to ensure consistent and coherent protocols for all tiers of <i>social/emotional support</i> .	<ul style="list-style-type: none"> ❖ Incorporate PBIS-like ideas into core values and expectations for all for all members of the learning community. ❖ Expand and make more consistent the use of “threat/risk assessment” procedures. 	<p>Administrators Teachers, SISP staff</p> <p>Administrators, Counselors, SISP staff, PD provider</p>	<p>2016-2018</p> <p>2016-2018</p>	<p>Professional Development offerings on PBIS strategies at all levels and the development of core values and district wide expectations</p> <p>Professional development and planning documents</p>

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	OBJECTIVES	ACTIONS	RESPONSIBLE PARTIES	TIMELINES	EVIDENCE
C	To ensure that staff and administrators are aware of and fully implementing required accommodations for students with disabilities.	<ul style="list-style-type: none"> ❖ Plan for how to best utilize support staff at all levels. ❖ Visit other schools (inter/intra) to identify best practice approaches. ❖ Provide time to identify accommodations needed for each class roster and time to discuss/learn strategies. ❖ Create a “collaborative consultancy” culture / model for special education (and other service providers) to work alongside regular education teachers and be accessed whenever necessary. ❖ Expand awareness or / use of SIS Systems for all faculty and instructional support staff. 	<p>Administrators, Teachers, SISP, support staff</p> <p>Administrators, Teachers, SISP</p> <p>Administrators, Teachers, SISP</p> <p>Teachers, Administrators, SISP, Support Staff</p> <p>Administrators, and Team Chairs</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>2017-2018</p> <p>Annually</p>	<p>Professional development documents</p> <p>Professional development documents</p> <p>Department meetings, professional development days agendas and offerings</p> <p>Professional development and meeting materials and communications</p> <p>PD on use of Student Information Systems</p>

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	OBJECTIVES	ACTIONS	RESPONSIBLE PARTIES	TIMELINES	EVIDENCE
		❖ Strengthen Civil Rights training.	Administrators	Annually	Updated CR power point presentation and Survey Monkey results PD Sign-in sheets and agendas Institutional evaluation documents
D	To provide students with an awareness of college and career readiness.	❖ Explore options for the middle school and upper elementary schools for college / career readiness activities (example: Naviance, Mass CIS). ❖ Create a College / Career Readiness Task-force made up of secondary / middle / elementary to consider actions and mission of a Tantasqua model.	Administrators, Guidance Counselors, Teachers Administrators, Guidance Counselors, Teachers, Task Force members	2016-2017 2017-2018	Recommendations for future activities Meeting documents and recommended activities and timelines
E	To integrate social emotional awareness into all areas of curriculum	❖ Develop district based team to explore social/emotional curriculum	Special Ed Director, Administrators, Representative Staff	2017-2018	Recommendation documents

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Goal 3. To maintain and enhance the district's use of technology to support teaching, learning, and communication.

	OBJECTIVES	ACTIONS	RESPONSIBLE PARTIES	TIMELINES	EVIDENCE
A	To embrace new and existing technologies which enhance teaching and learning to improve our students' ability to be successful in a digital world.	<ul style="list-style-type: none"> ❖ Explore 1:1/other personalized technology options for all districts. ❖ Develop a staff and student survey to establish comfort/and proficiency levels with various technology. ❖ Develop a process for vetting new app/programs. ❖ Develop procedure for sharing app/programs amongst all schools. ❖ Pilot an MDM (Mobile Device Management) system 	<p>Administrators, teachers, Technology Leadership Committee</p> <p>Administration and Technology Leadership Committee</p> <p>Technology Leadership Committee</p> <p>Technology Leadership Committee</p> <p>Technology Director and designated school staff</p>	<p>2016-2017</p> <p>2016-2017</p> <p>2016-2017, ongoing</p> <p>2017-2018</p> <p>2016-2017</p>	<p>Meeting documents & recommendations</p> <p>Survey documents & recommendations</p> <p>A tool designed to review and endorse apps and programs including a process or vehicle to disseminate the information</p> <p>Developed procedure/ documents</p> <p>MDM system in at least one school and feedback from the pilot</p>

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	OBJECTIVES	ACTIONS	RESPONSIBLE PARTIES	TIMELINES	EVIDENCE
		<ul style="list-style-type: none"> ❖ Design and implement off-site server access for all members of the learning community (i.e.: drop box for staff/students, GoogleDrive, Office 365, etc.). ❖ Expand Universal Design for Learning (UDL) practices. 	<p>Technology Director and Administration</p> <p>Administrators and Teachers</p>	<p>2016 -2018</p> <p>Ongoing</p>	<p>Meeting documents including a decision as to the feasibility of an off-site server</p> <p>Professional development & training documents</p>
B	To continue and expand use of assistive technologies to support student learning.	<ul style="list-style-type: none"> ❖ Develop assistive technology repository. ❖ Develop training program for access / use of assistive technology. ❖ Strengthen referral process for assistive technology needs. 	<p>Special Education Staff, Technology staff, SISP, Teachers and Administrators</p> <p>Director of Special Education, Administrators, Technology Staff</p> <p>Director of Special Education, Team Chairs, Teachers</p>	<p>2016-2017 Ongoing</p> <p>2016-2018</p> <p>2017-2019</p>	<p>Listed resources to be shared by the district</p> <p>Training documents</p> <p>Meeting documents & completed referral guidelines</p>

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	OBJECTIVES	ACTIONS	RESPONSIBLE PARTIES	TIMELINES	EVIDENCE
C	To Demonstrate the responsible use of technology and an understanding of ethics and safety issues in using electronic media at home, in school, and in society.	<ul style="list-style-type: none"> ❖ Revisit scope and focus of acceptable use policy. ❖ Review curriculum as it applies to social media use, ethics, safety, plagiarism, citations, etc. ❖ Continue to engage the District Attorney's office for resources and presentations to students, parents and community members. 	<p>Technology Team, Administration & School Committees</p> <p>Teachers, Librarians, Administrators</p> <p>Administrators, Advisors, DA's Office Personnel</p>	<p>2016-2017</p> <p>2016-2018</p> <p>Annually</p>	<p>Revised document if advised</p> <p>Review state framework for technology and align to local documents</p> <p>Presentation documents</p>
D	To explore Student Information Systems (SIS) that may better support School-Home Communication	<ul style="list-style-type: none"> ❖ Research Current SIS that provide technology based parent tools 	<p>Technology Director Administration Technology Leadership Team</p>	<p>2017-2018</p>	<p>Recommendation for or against new system</p>

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Goal 4: To develop and maintain positive relationships with members of the school and local communities.

	OBJECTIVES	ACTIONS	RESPONSIBLE PARTIES	TIMELINES	EVIDENCE
A	To maintain and enhance afterschool programs at all grade levels.	❖ Continue to encourage new ideas from students, faculty and staff.	Administration and Teachers	Ongoing	New programs
		❖ Seek parent feedback regarding after school programs.	Administration and After school program staff	Ongoing	Parent feedback
B	To support cross-generational opportunities within the schools and the community.	❖ Provide a variety of opportunities for senior adults to interact with school aged children across the district.	Administrators, Advisors, Teachers	Ongoing	List of opportunities and outreach methods
		❖ Complete a needs assessment survey of the local senior community agencies to determine what wants and needs exist that our schools could assist with.	Administrators, Advisors, Teachers	2016-2017	Survey developed and completed by local Senior Centers or Council on Aging
C	To support learning opportunities that encourage interaction between and among schools.	❖ Examine the scope of our transition and orientation programs.	Administrators, Advisors, Teachers, SISP	2016-2017	Listing of transition and orientation programs

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	OBJECTIVES	ACTIONS	RESPONSIBLE PARTIES	TIMELINES	EVIDENCE
		<ul style="list-style-type: none"> ❖ Identify clubs and activities with common themes across levels - create a “feeder program” from the elementary to the middle and high school. ❖ Explore links between elementary co-curricular programs and examine opportunity for consolidating or offering across elementary districts. 	<p>Administrators, Advisors, Teachers, SISP</p> <p>Administrators, Advisors, Teachers</p>	<p>2016-2017</p> <p>2016-2018</p>	<p>Listing of opportunities with common themes at all levels, K-12</p> <p>Create a current list of offerings from each school and share to develop a possible common schedule of activities/opportunities</p>
D	To maintain ongoing contact between home and school using various forms of communication.	<ul style="list-style-type: none"> ❖ Continue the use of Connect Ed, Twitter (and other social media apps). ❖ Identify for parents, all communication tools (including social media platforms) that are used by school staff and organizations 	<p>Administrators, SISP, and teachers</p> <p>Administrators, Teachers, Coaches</p>	<p>Ongoing</p> <p>2016-2017 and ongoing</p>	<p>Call/message listings, school newsletters, list of Twitter accounts available and published on school web-site</p> <p>List of social media accounts available and used by school organizations, teams, and clubs</p>

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	OBJECTIVES	ACTIONS	RESPONSIBLE PARTIES	TIMELINES	EVIDENCE
E	To provide an opportunity for students to participate in community service projects	❖ Plan and provide opportunities for students	Administrators, Advisors, Teachers, Coaches	Annually and ongoing	List of community service opportunities and completed activities