

The Beaman Oak



WEST BOYLSTON PUBLIC SCHOOLS DISTRICT IMPROVEMENT PLAN 2024-2025

Curriculum, Instruction, Assessment Goal:

To provide system-wide leadership for curriculum, teaching, and assessment aimed at continuous improvement of student academic outcomes.

2024-2025 STUDENT LEARNING GOAL

SMART Goal A. By June 2025, the percentage of students in Grades 3-8 obtaining a passing score on state assessments will be at least 8 % above the state average in every content area tested for all students who have been enrolled in the West Boylston Public Schools for at least two consecutive years. This measure will be based on those content areas for which state level data is available.

Strategic Objective I.1: Ensure that the curriculum is aligned to the Massachusetts Curriculum Frameworks integrating the use of early literacy, blended learning platforms and other 21st century educational initiatives.

SMART Goal I.1.A. To continue the recalibration process for the curriculum submission practice utilizing Google Shared Drive to allow for staff to access to review and revise.

Action Step(s)	Evidence	Facilitator/Timeline
I.1.A.a. Review submitted standards and completed templates.	Notes/Agendas	Superintendent/ Principals/Technology Coordinator/Nov. 2024 - March 2025
I.1.A.b.. Review completed templates of standards assessing accuracy with what is being taught at each grade level	Notes/Agendas	Superintendent / Principals/ Technology Coordinator/February - April 2025
I.1.A.c. Provide draft for department review.	Draft/Agendas	Curriculum Facilitator/ May 2025

Action Step(s)	Evidence	Facilitator/Timeline
I.1.A.d.. Update the District's Curriculum and Instruction website.	Notes	Superintendent / Technology Coordinator / April-May 2025
I.1.A.e.. Revise DESE's Curriculum Date Dashboard in accordance with Currate and EdReports curricula recommendations	Notes/ updated Dashboard	Superintendent /Principals/ Oct 2024-February 2025

SMART Goal I.1.B. To select an English Language Arts Curriculum for K-5 aligned with DESE recommendations

Action Step(s)	Evidence	Facilitator/Timeline
I.1.B.a Pilot knowledge based reading curriculum (CKLA and Wit & Wisdom) to provide students with reading instruction intentionally designed to build a deeper and wider knowledge base in the areas of science, history, literature, and arts that increases overall understanding and comprehension.	Classroom observations Informal Comprehension Assessments Formative Assessment Data (STAR, DIBELS, Lexia, Heggerty ect.)	Administration /staff/ September-January 2025
I.1.B.b. Review of the two programs prior to final budget submissions	Meeting notes/budget	Administration /staff/ December -January 2025
I.1.B.c. Final review and recommendation of ELA curriculum	Agenda/ budget	Administration/ School Business Administrator

Strategic Objective I.2: Promote instructional strategies that are personalized and aligned with the Massachusetts Multi-Tiered System of Support
SMART Goal I.2.A. By January 2025, building administration and staff will assess tiered support for academics, behavioral and social emotional needs in an effort to determine programming and staffing needs.

Action Step(s)	Evidence	Facilitator/Timeline
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I.2.A.a. New staff Major Edwards and Middle School will be trained in Renaissance STAR Assessments.	Agendas/ Meeting notes	Renaissance Facilitator/ September 2025
I.2.A.b. Staff review and assessment of STAR offerings and services.	Meeting notes	Principals
I.2.A.c. Review of online tiered supports ensuring no duplication of platforms and/or initiatives.	Agenda/budget submissions	Superintendent/ Business Administrator/Principals

SMART Goal I.2.B. By November 2024 district administration will assess and implement methods and strategies to reduce chronic absenteeism.		
Action Step(s)	Evidence	Facilitator/Timeline
1.2.B.a. Review student absenteeism data	Agendas	Superintendent/ Principals/ November 2024
1.2.B.b. Review the student absenteeism coding and reporting process in Schoolbrains and the Student Information Management System to ensure accuracy.	Meeting notes/ reports	Superintendent/ Principals/ Technology Coordinator/ November - December 2024
1.2.B.c. Review and update policies on Student Absences and Excuses.	Agendas/ policies	Superintendent/ Policy Sub-committee
1.2.B.d. Review procedures for attendance notification communication with families.	Agendas	Superintendent/ Principals/ October 2024

Strategic Objective I.3: Hire, retain and continually develop high quality staff members.

SMART Goal I.3.A. To continue the implementation of the induction program workshops for all teachers in years 1-3 of teaching.

Action Step(s)	Evidence	Facilitator/Timeline
1.3.A.a. Select teachers who will present workshops in August 2025.	List of participating faculty	Superintendent/Team/ March 2025
1.3.A.b. Provide coaching and training to presenters.	Agendas of coaching meetings	Superintendent/Team/June 2025
1.3.A.c. Induction Program presentation	Agendas for workshops	Superintendent/Team/August 2025

SMART Goal I.3.B. Coordinate partnership activities with Assumption University faculty focused upon student teaching and observations.

Action Step(s)	Evidence	Facilitator/Timeline
I.3.B.a. Review the educational requirements for Assumption University Juniors.	Agendas/ Meeting notes	Superintendent/December 2024
1.3.B.b. Place Juniors in ELA, SEI, and phonics based classrooms.	List of participating faculty	Superintendent/ Principals / January-April 2025

SMART Goal I.3.C. Provide training on multisensory literacy and English Language Learner approaches to selected teachers.

Action Step(s)	Evidence	Facilitator/Timeline
I.3.C.a. Provide Geodes Decodable training and coaching for teachers in K-3.	Workshop dates & participants Coaching sessions & participants	Principal/ongoing through June 2025
I.3.C.b. Provide training for one teacher to become a Wilson facilitator.	Workshop dates Coaching session dates	Principal/Facilitator candidate/through June 2025
1.3.C.c. Provide ELlevation training to assist in teaching English language learners.	Town of West Boylston/ Superintendent/ Capital Needs Subcommittee/ Ongoing	ELL Coordinator/through June 2025

Strategic Objective I.4: Determine options for improvement, repair or replacement of school facilities.		
SMART Goal I.4.A. Pursue capital needs in accordance with the 10-year capital plan.		
Action Step(s)	Evidence	Facilitator/Timeline
I.4.A.a. Installation of 2 Mitsubishi MUZ-GS24NAHZ hyper heat condenser located on the lower floor at Major Edwards. Installation of 2 Mitsubishi MSZ-GS24Na wall evaporators serving the main classroom area. Installation and connection of refrigerant and condensate removal lines. Installation and connection of control wiring. Pressure test, evacuation and charge of both systems.	Quotes/ Capital Projects Requests/ Agendas	Superintendent/Business Manager/Capital Needs Subcommittee/ Town of West Boylston/ May - June 2025
I.4.A.b. Pursue compliance with ADA/CMR regulations in accordance with Town of West Boylston 2022 ADA Self-Evaluation and Transition Plan.	Agenda/ Meeting minutes	Town of West Boylston/ Superintendent/ Capital Needs Subcommittee/ Ongoing
1.4.A.c. Pursue completion of the Middle High School ADA seating project including removal of existing concrete, installation of rebar, dowels, and a new rubber floor and 4"vinyl wall base, and reinstallation of seating that was removed for formwork install.	Quotes/Agendas/ Contracts	Town of West Boylston/ Superintendent/Business Manager. Capital Needs Subcommittee/ Ongoing

Strategic Objective I.4: Determine options for improvement, repair or replacement of school facilities.		
1.4..A.d.. Pursue recovery, removal and disposal of the existing Copelan compressor. Installation of 2 Copeland 4DE3R18ME-TSK-800 semi hermetic compressors. Installation of 6 replacement pole contactors. Installation of replacement filter drier Pressure, evacuate and charge system using R433D refrigerant (Middle High Media Center)	Quotes/ Capital Projects Requests/ Agendas	Superintendent/Business Manager/Capital Needs Subcommittee/ Town of West Boylston / May - June 2025
1.4.A.e.. Pending Massachusetts School Building Authority approval to enter Module 1 - Eligibility Period the District will be tasked complete the following requirements in a 270-day period: 1) a certification of the District's understanding of the grant program rules by executing an Initial Compliance Certification ; 2) forming a School Building Committee and submitting the membership to the MSBA for acceptance; 3) completing an Educational Profile Questionnaire to further inform the MSBA's understanding of the District's current and proposed educational facilities, teaching methodology, grade configurations and program offerings; 4) a summary of the District's existing maintenance practices ; 5) certification of a design enrollment for the proposed project agreed upon with the	Agenda items/appointment letters/ meeting notes	Town of West Boylston/ Superintendent/ Capital Needs Subcommittee/ Ongoing

Strategic Objective I.4: Determine options for improvement, repair or replacement of school facilities.		
MSBA (may not be applicable for Repair Assessments depending on the proposed scope of work); 6) confirmation of community authorization and funding to proceed (see MSBA Vote Requirements); and, 7) execution of the MSBA's standard Feasibility Study Agreement , which establishes a process for the District to be reimbursed for eligible expenses.		
1.4.A.e. Resubmission of a Statement of Interest for new school building projects based upon Massachusetts School Building Authority December 2024/ January 2025 decisions	Agenda items/ Submitted Statement of Interest	Superintendent/ Capital Needs Subcommittee/ April 2025

II. **Management and Operations:**

Promotes the learning and growth of all students and the success of staff by ensuring a safe, effective learning environment, using resources to implement appropriate curriculum, staffing and scheduling.

Indicator II.1: Management

SMART Goal II.1.A. By June 2025, the superintendent, working with the school committee, will maintain district operations in compliance with state and federal regulations and district policies.		
Action Step(s)	Evidence	Facilitator/Timeline
II.1.A.a. Meet regularly with the school administrative team.	Meeting agendas	Superintendent/ongoing
II.1.A.b. Meet with school committee subcommittees per schedule.	Meeting agendas	Superintendent/ongoing/per schedule
SMART Goal II.1.B. By June 2025, the Superintendent, working with the School Committee, will revise or update policies.		
II.1.B.a. Review and update policies on Student Absences and Excuses	Agendas/ Policy document	Superintendent/School Committee/December 2024
II.1.B.b. Review and update policies on Student Travel	Agendas/Policy document	Superintendent/School Committee/ December 2024
II.1.B.c. Review and revise School Crisis Staff Handbook.	Agenda/ Staff Handbook	Superintendent/Policy Subcommittee/ Fire Department/ Police Department/ Principals September 2024-May 2025
Indicator II.2: Fiscal Systems		
SMART Goal II.2.C. By May 2025, the Superintendent, in collaboration with the Budget and Capital Planning Subcommittee, will develop a budget for the FY26 school year.		
Action Step(s)	Evidence	Facilitator/Timeline
II.2.C.a. Solicit teachers budget requests for FY26	Classroom budget requests	Principals/December 2024 / January 2025
II.2.C.b. Principals review budget requests for alignment to school mission, vision and goals and develop a school budget recommendation.	School budget requests	Principals/ January 2025
II.2.C.c. Review and authorize school budget recommendations.	District budget recommendation	Superintendent/ February 2025
II.2.C.d. Present budget and rationale to Budget Subcommittee.	School Committee's Budget	Superintendent / School Committee/ March 2025

II.2.C.e. Present budget for public hearing.	Meeting minutes	School Committee /Superintendent / March 2025
II.2.C.f. Present budget at Town Meeting.	Meeting minutes	School Committee / Superintendent/ May 2025

Indicator III.3: Negotiations

SMART Goal III.3.C. By June 2025, successor contracts will be negotiated with the following groups: teachers, paraprofessionals, custodians, cafeteria staff, and secretaries.

Action Step(s)	Evidence	Facilitator/Timeline
III.3.C.a. Administration will schedule meeting dates for all bargaining groups.	Bargaining session schedule	February 2025
III.3.C.b. Administration will draft new contract documents.	Contract documents	June 2025
III.3.C.c. Administration will obtain necessary votes and signatures to approve new contracts.	Agendas/ contracts	June 2025