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Southern Berkshire Regional School District
Strategy for District Improvement
2018 - 2021

VISION

As a vibrant center for the five towns and the greater community we serve, the Southern Berkshire Regional School District envisions a rigorous educational environment that prepares and inspires all students to be resilient, curious, and ethical global citizens who embrace the challenges of an ever-changing world through a commitment to our core values of opportunity, excellence, character, & community.

Objectives	Initiatives
1. Student need will drive decisions with respect to developing curriculum and instruction.	1.1 Develop common, well defined learning outcomes; with a focus on depth and critical thinking skills. 1.2 Develop review and maintain grade level, subject based curriculum maps that are vertically and horizontally aligned to instruction, assessment, and MA State Standards. 1.3 Develop and implement differentiated, innovative, and student centered instructional practices consistently throughout the district. 1.4 Continue the 6 -8 middle school reconfiguration with respect to best practices, while making the most efficient use of existing resources for the opening of school year 2019-2020.
2. Recognizing the profound influence of a positive school culture, SBRSD will strive towards creating an optimal climate where safety, security, and wellbeing are high priorities.	2.1 Provide targeted interventions that meet individual needs and provide increased opportunities for inclusion. 2. 2 Provide the tools, infrastructure and systems necessary to support district initiatives and ensure positive, technology-enriched learning environments. 2.3 Continually assess and improve the safety of current district facilities. Further, current safety procedures and protocols will be reviewed and updated to ensure that staff and students can work and learn in a secure environment. 2.4 Provide students the skills to navigate their day from a social-emotional standpoint. This includes a formal social – emotional curriculum at all grade levels. Further, we will train faculty and staff in the use of research based best practices for social-emotional programming in order to help adults connect with students and be able to address their behavioral and social-emotional needs.
3. Acknowledging the unique advantages and challenges of sustaining a small district, SBRSD will create a variety of pathways for our students to develop as resilient, curious, and ethical global citizens.	3.1 Review and re-organize the current academic programming to formalize student pathways towards interest oriented education while maintaining fidelity to Ma State Standards. The SBRSD will focus on enhancing capacity to implement best practices around personalized and blended learning; and design innovative high-tech options for students to meet with success in a college or career setting. 3.2 Build effective relationships with the community so that parents and community members are more knowledgeable about and engaged in efforts to achieve the district's vision for an education that prepares every graduate for success in a rapidly changing globally independent world.

SBRSD Strategic Plan for District Improvement

2018 - 2021

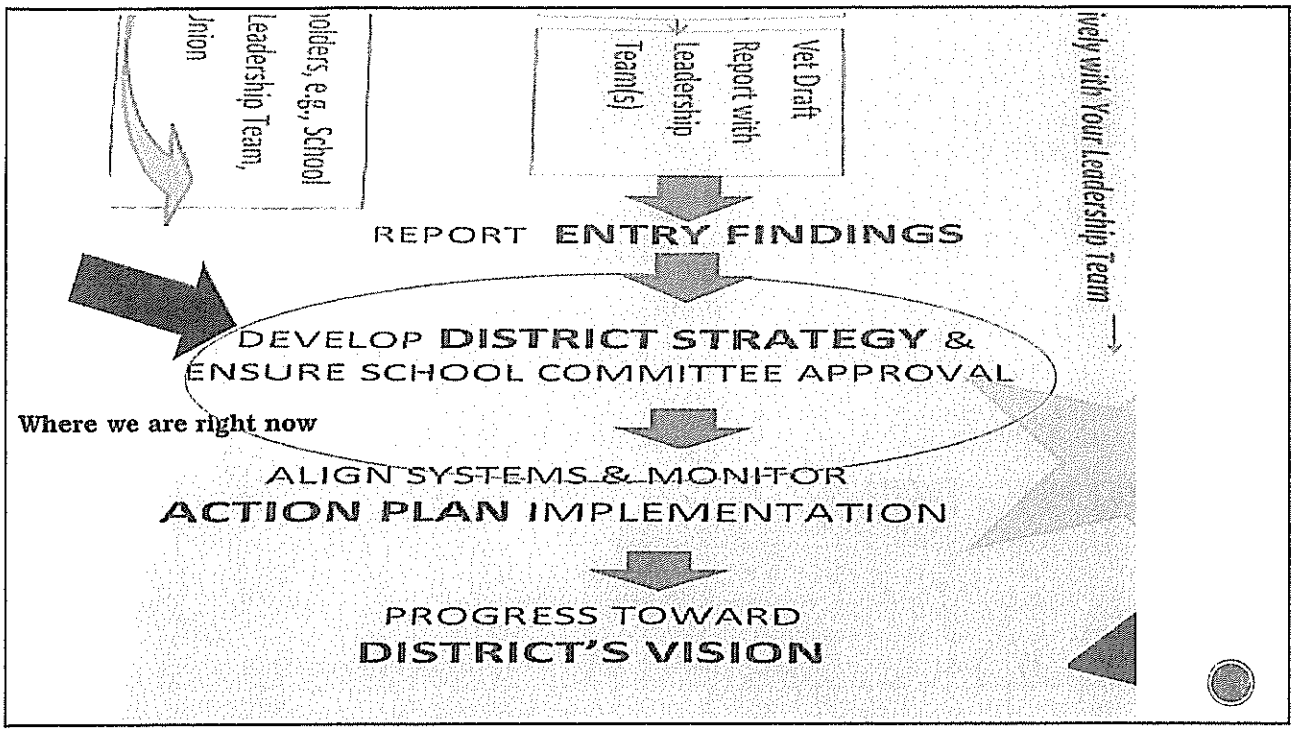
THANK YOU

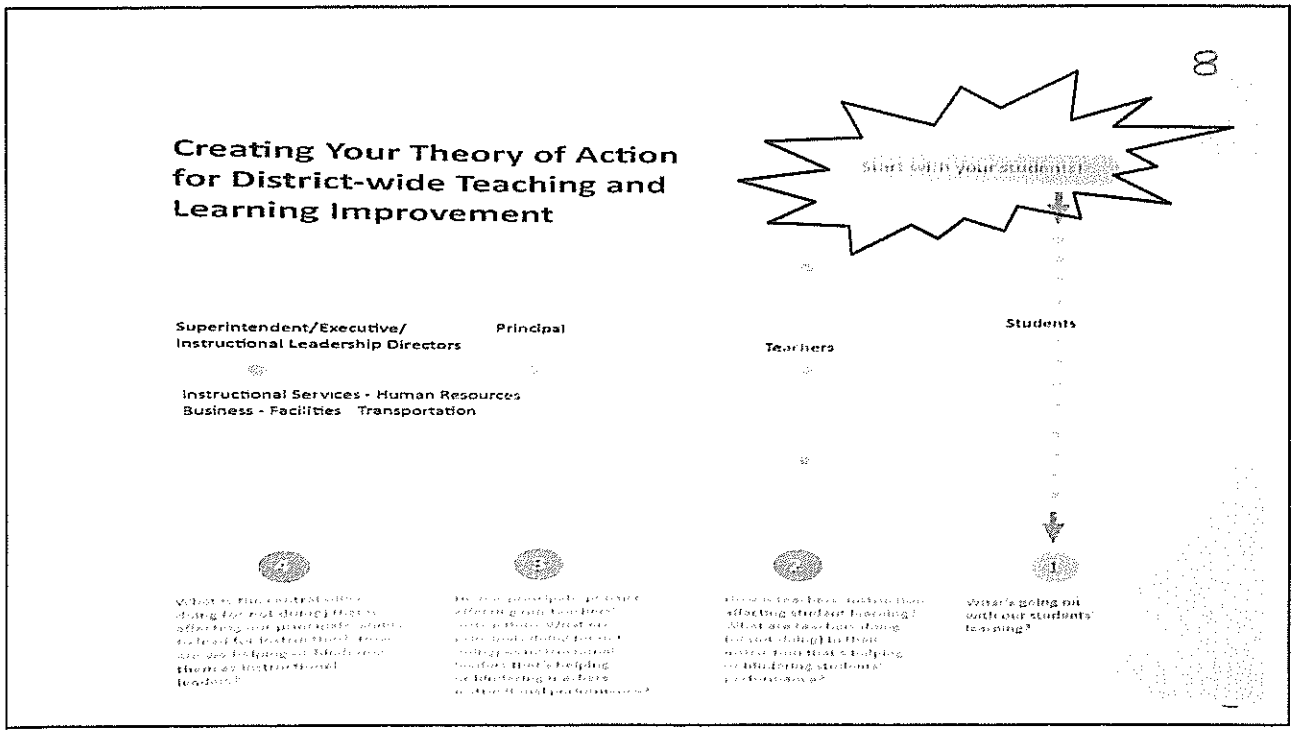
- A huge THANK YOU to the Southern Berkshire Regional School District students, staff, families & communities for sharing all the history, facts, information and data over the last year!

- Thank you to the members of the Administrative Team for all the hard work, dedication, and commitment to continuing to improve the educational experience for our students at SBRSD:

Mr. Dufresne Ms. Hubbard Mr. Friedman
Ms. Tegan Mr. Devoto Ms. Wells
Mr. Carpenter Mr. Miller Mr. Thompson

"Do the best you can until you know better. Then when you know better, do better. "
~ *Maya Angelou*


Vet Draft Report with Leadership Team(s)
REPORT ENTRY FINDINGS
DEVELOP DISTRICT STRATEGY & ENSURE SCHOOL COMMITTEE APPROVAL
Where we are right now
ALIGN SYSTEMS & MONITOR ACTION PLAN IMPLEMENTATION
PROGRESS TOWARD DISTRICT'S VISION
holders, e.g., School Leadership Team, Union
ively with Your Leadership Team


8
Creating Your Theory of Action for District-wide Teaching and Learning Improvement
Superintendent/Executive/ Instructional Leadership Directors
Principal
Teachers
Students
Instructional Services - Human Resources
Business - Facilities Transportation
What's going on with our students' learning?

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Strategy for District Improvement
2018 - 2021

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Action Steps 2.1 - Ms. Hubbard

Southern Berkshire Regional School District
District Improvement Plan: Priority Action Steps

Priority 2.1: Provide targeted interventions that meet individual needs and provide increased opportunities for inclusion.

Action Steps	Evidence	Responsible Party	Due Date
Instructional Leadership Team will identify areas of need, through data analysis.	• Team will identify particular area of need and draft a comprehensive plan for interventions.	• Principals, Directors • Instructional Leadership Team • Faculty members • RTI Teams/facilitators	June, 2019
Instructional Leadership Team will develop District-wide RtI initiative plan for provision of individualized interventions.	• Staff will be identified to provide interventions, schedule will be reviewed and changed, as needed, for intervention provision.	• Principals, Directors • Instructional Leadership Team • Faculty members • RtI Teams/facilitators	June, 2020
Professional Development Plan, to ensure staff/administrator training in foundations of RtI process, including PBIS, intervention strategies, UDL, etc..	• Find trainings/trainers to support this action step	* Directors, Principals	June 2019

Action Step 1.4 - Mr. Devoti/Mr. Carpenter

Southern Berkshire Regional School District
District Improvement Plan: Priority Action Steps

Priority 1.4 Continue the grades 6-8, middle school reconfiguration with respect to best practices, while making the most efficient use of existing resources for the opening of school year 2019-2020.

Action Steps	Evidence	Responsible Party	Due Date
The SBRSD will form a middle school task force (MSTF) that will study teaming configurations and recommend a team configuration for the middle school for SY 19-20	• Recommendation document to the SBRSD School Committee outlining team configurations and staffing ratios for the middle school	• Middle School Task Force • Director of Curriculum	June 2019
The MSTF will review best practices in middle level education around special services and student supports Review student IEPs and make programmatic changes to support students in the least restrictive environment, including behavioral programming, staff assignment, and needs analysis.	• Recommendation document to the SBRSD School Committee outlining best practices in middle level programming to address social/emotional/behavioral needs, special services, and student supports. • Grade level special education staff members have been assigned. Data (referrals, behavioral discipline) being gathered on student behavioral and social/emotional referrals gathered on individual students. • Staffing model proposal, based on gathered data.	• MSTF • Principal • Director of Student Services • Superintendent	June, 2019

Action Step 3.2 -Mr. Miller/Mr. Friedman

Southern Berkshire Regional School District
District Improvement Plan: Priority Action Steps

Priority 3.2: Build effective relationships with the community so that parents and community members are more knowledgeable about and engaged in efforts to achieve the district's vision for an education that prepares every graduate for success in a rapidly changing globally independent. (things already happening include parent nights, parent events, PTO/PTA sponsored gatherings, school committee meetings, Superintendent's news and notes, classroom websites, teacher updates...)

Action Steps	Evidence	Responsible Party	Due Date
Create a Superintendent FAQ where parents and community members can ask questions about district plans.		• Superintendent • Central Office Staff	October 2018
The SBRSD schools will send out regular updates (via email) and monthly newsletters (also available on our website.) Parents will be invited to participate in School Council Meetings		• Principals • Administrative Assistants • Faculty (site based) • PTO officers will provide input	January, 2019
SBRSD will hire a website coordinator and/or social media consultant to work with district team to gather and share information/media about school news, events, and initiatives		• Superintendent • Administrative Team • New Position/Stipend	December, 2018

Action Step 2.2 - Mr. Thompson/Mr. Dufresne

Southern Berkshire Regional School District
District Improvement Plan: Priority Action Steps

Priority 2.2: Provide the tools, infrastructure, and systems necessary to support district initiatives and ensure positive, technology-enriched learning environments.

Action Steps	Evidence	Responsible Party	Due Date
The SBRSD will provide and train students in the tools for student achievement with respect to basic digital citizenship. The capacity to implement a 1:1 initiative will be explored.	•basic word processing, spreadsheet, presentation tools, email, word prediction, text to speech and speed to text, student/parent portals internet research, data access, online videos, virtual field trips, mind-mapping,	•Technology Coordinator •Principals •Faculty •Director of Curriculum	June, 2019
The SBRSD will provide the tools for technology integration	•PBL: Applying critical thinking with use of digital tools as necessary to solve real-world problems; communication skills both in person and online, team building, prototype creations, track and analyze data, collaborate with experts, communicate/contribute information to the web	•Principal •Instructional Learning Team •Faculty	June, 2019
Individualized learning and assistive technologies	•tracking standards-based skills: math & reading in particular, online assessments, classroom response tools, online classes, blended learning, online textbooks with companion activities	•Technology Coordinator • Director of Student Services •Principals •Instructional Learning Team •Director of Curriculum	June 2019

ACTION STEP 2.3 - MS. REGAN

Southern Berkshire Regional School District
District Improvement Plan: Priority Action Steps

Priority 2.3: Continually assess and improve the safety of current district facilities. Further, current safety procedures and protocols will be reviewed and updated to ensure that staff and students can work and learn in a secure environment.

Action Steps	Evidence	Responsible Party	Due Date
• An annual building safety audit will be performed in conjunction with appropriate faculty and staff. Further, local safety officials will be a part of this annual review.	• Each building will have an updated safety audit and corresponding capital plan for building improvement. This plan will be informed by annual safety audit.	• Principals • School Business Administrator • Director of Facilities • Superintendent	June, 2019
• The SBRSD will review current safety protocols annually based on the safety audits and current best practices with respect to school safety.	• Updated SBRSD Safety Plan.	• Principals • School Business Administrator • Director of Facilities • Superintendent	June, 2019
• Annually, prepare a budget recommendation and proposal that is informed by the safety audit to improve and maintain school safety in the SBRSD.	• Sub-committee meeting minutes • Proposed budget document • Long range capital plan	• Principals • School Business Administrator • Director of Facilities • Superintendent	March, 2019

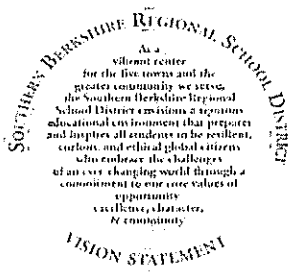
Action Step 3.1 - Ms. Regulbuto/Mr. Dufresne

Southern Berkshire Regional School District
District Improvement Plan: Priority Action Steps

Priority 3.1 Review and re-organize the current academic programming to formalize student pathways towards interest oriented education while maintaining fidelity to Ma State Standards. The SBRSD will focus on enhancing capacity to implement best practices around personalized and blended learning; and design innovative high-tech options for students to meet with sccess in a college or career setting.

Action Steps			
The SBRSD will take time and opportunity to review pathways or strand based programs of study from across the state to glean best practices that can be incorporated into our program.	• Site visits by the SBRSD to schools with pathway or strand based programs • Document review of the programs of studies from schools with pathway or strand based programs	• Mt. Everett Guidance Dept • Mt. Everett Administration • Director of Curriculum • Superintendent	June 2019
The SBRSD will review the current program of studies and revise to incorporate "pathways" or "strands" of course work that are centered around content based pursuits, e.g Humanities, Sciences, Performing & Fine Arts.	• Revised program of studies that reflects personalized learning pathways	• Mt. Everett Guidance Dept • Mt. Everett Administration • Director of Curriculum • Superintendent	June 2019

SUPERINTENDENT'S GOALS ~ 2018-2019



~ 1 ~ *Professional Practice Goal*

During 2018-2019, I will increase my knowledge and continue to develop skills in my professional practice and successful management of the District through:

a) **NSIP** - Full participation in the second year of the New Superintendent Induction Program (NSIP), which is a three year professional development and support program sponsored by the Massachusetts Association of School Superintendents (MASS) and DESE. This includes participation in five full day sessions of intensive professional development content, completion of all readings, assignments, and plans, and engagement in monthly coaching sessions.

b) **Relationship Building** - Active participation in School Committee, District, and Town Board/Community meetings to improve communication and collaboration with all stakeholders.

c) **Professional Development** - Advancing job related knowledge and skill development through participation in targeted professional development including MASS and MASC workshops and conferences, Berkshire Superintendent Roundtable meetings, monthly MASBO meetings, and ASBO related offerings.

d) **Doctoral Program** – Actively participating in a program to obtain a Doctor of Education (Ed.D) in Educational Leadership.

~ 2 ~ *Instructional Leadership/Student Learning Goal – Aligned with Standard I of Standards of Effective Administrative Practice*

During 2018-2019, I will provide leadership that will impact instruction and student learning in our District through:

a) **Fair, Effective Classroom Teacher Evaluations** - By June, Principals' and District Administrators' ratings of classroom instruction will reflect a shared understanding of what classroom instruction entails when it is being done at a Proficient level. Evaluations and goals will be aligned to the School Improvement Plans and the Strategy for District Improvement.

b) **Professional Development** - Devote two leadership meetings to Professional Development evaluation refresher to ensure effective and consistent understanding of process and review method and level of the quality of feedback provided to teachers/staff.

c) **Classroom Observations** - Weekly school/department visits to observe classrooms with principals/directors and share conclusions about the level of practice observed.

d) **Union Relations** - Facilitate regular meetings with Union Leadership to discuss areas where process/protocols could be improved or enhanced, to address issues brought forward by faculty/staff or management, and to continue to build relationships with members.

e) **Measurable Impact on Students** - Expand the use of student progress and achievement data to measure the impact on student learning. Develop common, well defined learning outcomes with a focus on depth and critical thinking skills. (SDI 1.1)

f) **Curriculum Development** - Continue curriculum writing and revision to ensure standards based lesson development, alignment with DESE standards, horizontal and vertical alignment across District, rigor, and development of common assessments. Working with Administrators to focus on developing college and career pathways for students based on interest oriented education while maintaining fidelity to Massachusetts State

Standards. Wherever possible, technology integration will be incorporated into the curriculum development. (SDI 2.2 and 3.1)

~ 3 ~ *Student -Learning Goal – Aligned with Standard II of Standards of Effective Administrative Practice*

During 2018-2019, I will ensure a safe, efficient and effective learning environment. This includes:

a) **Social Emotional Curriculum Development** - Embedding systems of support to meet the needs of all learners with a focus on social and emotional and behavioral curriculum development and implementation using Responsive Classroom at the Elementary level, Second Steps at the Middle Level, and expanding and enhancing the advisory programming at the Secondary level. (SDI 2.4)
b) **Resource Allocation/Budget** - Allocation of resources aligned with Strategy for District Improvement objectives to support high levels of learning for all students. (SDI 2.2 and 2.3)
c) **Procedural Review** - Review procedures, operational systems, policies, and implementation of procedures and make recommendations necessary to ensure staff and students have access to a safe and supportive learning environment as well as a safe and well maintained physical environment. (SDI 2.3)

~ 4 ~ *Student Learning Goal – Aligned with Standard III of Standards of Effective Administrative Practice*

During 2018-2019, I will lead SBRSD in implementing key enhancements to improve community engagement. This includes:

a) **Build Relationships** - Being present in the classrooms, at school events, in the community, and at town committee meetings to build relationships and communicate the goals of the District, and advocate for the needs of students. (SDI 3.2)

b) **Soliciting Stakeholder Feedback** - Obtain feedback through student advisory and faculty advisory councils, community chats, attendance/hosting joint meetings with town officials, and public forums. The goal is to synthesize the feedback to support the implementation of the Strategy for District Improvement. (SDI 3.2)
c) **After School Programming** – Continue to build after school extracurricular programming to support the school community's needs and to encourage a culture of unity and opportunity for all District students.
d) **College and Career Readiness** – Through the collection and analysis of standardized test data, and the development of a post-secondary graduate survey, SBRSD will provide on-going feedback that advises program enhancements and offerings as a result of the analysis. (SDI 3.1)

~ 5 ~ *Student Learning Goal – Aligned with Standard IV of Standards of Effective Administrative Practice*

During 2018-2019, I will promote the success of all students by nurturing and sustaining a reflective practice, high expectations, and continuous learning for all staff including:

a) **District Professional Development Plan** - Establishing a practice of using data teams through regular meetings to collaborate and support a culture of continuous learning, and promote the development of a District Professional Development Plan that aligns with the goals and vision for SBRSD & DESE goals. (SDI 1.2 and 3.1)
b) **Communication Plan** - Commitment to continuing to improve internal and external communication through a variety of methods and practices.
c) **Strategy for District Improvement** - The development District-wide strategy for improvement that becomes the driving force in our work including goal setting, School Improvement Plans, and ensures a commitment to educational excellence for all learners.

SOUTHERN BERKSHIRE REGIONAL SCHOOL DISTRICT

ALFORD • EGREMONT • MONTEREY • NEW MARLBOROUGH • SHEFFIELD

OFFICE OF STUDENT SERVICES
Sandra Hubbard - Director
P.O. Box 326 - Sheffield, Massachusetts 01257
Phone (413) 229-8265
Fax (413) 229-7863

November 27, 2018

To: Superintendent Regulbuto, School Committee Members, and the SBRSD School Community
From: Sandi Hubbard, Director of Student Services
Re: November 29, 2018 Director's Report for School Committee Meeting

Hello!

Thank you to the members of SEPAC for participating in Trunk or Treat on October 26, 2018! The PTO planned a fun-filled, family event that was very well attended and enjoyed by many! Looking forward to what comes next and the SEPAC board is planning the next meeting. More info will be posted as soon as it is available.

Many participated in the November 6th All-County Educator Professional Development Day conferences and trainings, which were quite diverse and held in various locations around the county. So much positive feedback from our staff and discussions about topics that might be on the agenda in the future. Planning has already started for next November.

We have been discussing student programming needs and are looking at data from a number of sources to begin budget planning. Each year, we study the best ways to support students in the Least Restrictive Environment, which can be variable. Through the thoughtful consideration of our faculty and staff members, programs evolve. We are working to make recommendations that address the changes we foresee coming in the next school year and beyond, which will be shared at upcoming meetings.

Collaboration with the south county districts continues in the areas of Special Education and English Language Education. Through our participations in meetings and discussions, shared activities and programs emerge, including professional development. Currently, discussions about program development to meet the needs of particular cohorts of students are taking place, in hopes that a shared program will emerge. We are fortunate to be able to work so closely and productively with our colleagues.

Respectfully submitted,

Sandi

FY19 WARRANTS SIGNED
WARRANT SUB-COMMITTEE MEETING, 11-2-18

	Date	Voucher #	Total Amount:	General Fund Amount:
Manual Warrant	9/30/2018	9005	$ 132,460.11	$ 132,435.42
Health Insurance Warrant				
Vendor Warrant	11/2/2018	1101	$ 267,199.25	$ 204,736.96
P-Card Warrant				
Vendor Warrant				
Payroll Warrant	10/11/2018		$ 357,683.69	$ 334,450.58
Payroll Warrant	10/25/2018		$ 449,130.99	$ 421,437.57
			$ 1,206,474.04	$ 1,093,060.53

FY19 WARRANTS SIGNED
WARRANT SUB-COMMITTEE MEETING, 11-16-18

	Date	Voucher #	Total Amount:	General Fund Amount:
Manual Warrant				
Health Insurance Warrant	11/1/2018	1102	$ 310,735.00	$ 289,486.60
Vendor Warrant	11/16/2018	1103	$ 346,825.90	$ 300,055.48
P-Card Warrant				
Vendor Warrant				
Payroll Warrant				
Payroll Warrant				
			$ 657,560.90	$ 589,542.08

169.

ACCEPTANCE OF FY19 GRANTS AND GIFTS
SCHOOL COMMITTEE MEETING, 11-29-18
NOTE: Highlighted items are being presented to the School Committee for approval.

GIFTS	DONOR	AMOUNT	PURPOSE	APPROVED	DATE APPROVED
	Anonymous	$ 2,600	Mt. Everett August 30, 2018 speaker, speaker lodging, and cookout	YES	8/16/2018
	Covestro	$ 5,000	Support for the SBRSD STEM program	YES	9/13/2018
	Anonymous	$ 610	Faculty luncheon		
	GIFTS	**$ 8,210**			

GRANTS	FUNDER	AMOUNT	PURPOSE		
	Department of Energy Resources (DOER)	$ 111,796	Fund adjustments to pellet boiler system to meet new emissions and metering requirements. This work will allow us to receive alternative energy credits.	YES	8/16/2018
	DESE - SPED Early Childhood (262)	$ 7,443	SPED early childhood education - Behavioral Supports	YES	9/13/2018
	DESE - SPED IDEA 94-142 (240)	$ 262,090	Out-of-District Tuition, Professional Development, 1:1 Nurse	YES	10/25/2018
	DESE - TITLE I (305)	$ 194,531	Assistance to district to help ensure that all children meet challenging state academic standards. Funding is based primarily on census poverty estimates.	YES	10/25/2018
	DESE - TITLE IIA (140)	$ 33,394	Teacher Quality - mentoring, professional development	YES	10/25/2018

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GRANTS	FUNDER	AMOUNT	PURPOSE		
	DESE - TITLE IV-A (309)	$ 13,828	Safety supplies, Professional Development, Technology - Supplemental resources to build capacity to help ensure that all students have equitable access to high quality educational experiences.	YES	10/25/2018
	DESE - CONNECTING ACTIVITIES	$ 3,500	Supports college and career readiness for all students. Connects schools and businesses by providing structured work-based learning experiences that support both their academic and employability skill attainment.	YES	10/25/2018
	MA DEPT OF PUBLIC HEALTH - ESSENTIAL SCHOOL HEALTH SERVICES	$ 3,000	Nurses' training, supplies	YES	10/25/2018
	COLLEGE CLUB	$ 575	Commercial Design Studio Service Project (Culinary)		
	DESE - PERKINS (400)	$ 14,286	Vocational classroom supplies, travel/conference		
	GRANTS	**$ 644,443**			

Request for Approval to Pay FY18 Bills
Received in FY19

Vendor	Invoice Date	Amount	Description
Rose Brand	4/24/2013	$ 200.00	Soft goods for elementary cafeteria stage, drapes, curtains
Wilson Engineering Services, PC	6/7/2018	$ 2,877.50	Preparation of DOER grant to meet requirements of Alternative Energy Credit program for pellet boilers
C.A. Lindell & Son Inc.	March, 2018	$ 620.40	Paint, brooms and other facility materials

16d.