

# **The Bromfield School Improvement Plan**

**2021-22**

## **Vision Statement**

The Harvard Public Schools community, dedicated to educational excellence, guides all students to realize their highest potential by balancing academic achievement with personal well-being in the pursuit of individual dreams. The students engage in learning how to access and apply knowledge, think critically and creatively, and communicate effectively. They develop the confidence and ability to understand diverse perspectives, collaborate, and contribute to their local, national and global communities.

# **The Bromfield School Council**

RuthAnn Bakun, Community Member

Katharine Covino, Parent, Co-Chair

Julie Dalbec, Parent

Scott Hoffman, Principal Co-Chair

Tiana Jiang

Ben Myers, Community Member

Kaci Roper, Teacher

Cricket Segaloff, Bromfield School Librarian

Daniella Serra, Student

Imogen Slavin, Student

Karen Strickland, Parent

Laura Thomas, Parent

Jackie Travers, Teacher

Suzanne Allen, School Committee Liaison

**Harvard Public Schools  
Strategic Plan Development  
District Improvement Plan**

**Introduction:** A committee of fifteen members representing students, faculty, administration, community members, school council, and an outside consultant met over the course of eight months to craft the Strategic Plan document. The committee sought input by reaching out to stakeholder groups using personal contact and survey technology. They researched the work of other school systems, identified the themes for our plan, and collaborated towards a draft. The School Committee reviewed the draft and provided endorsement of the Vision, Mission, and Core Value Statements. We are committed to use the plan as a guide for future decisions.

**Vision Statement:** The Harvard Public Schools community, dedicated to educational excellence, guides all students to realize their highest potential by balancing academic achievement with personal well-being in the pursuit of individual dreams. The students engage in learning how to access and apply knowledge, think critically and creatively, and communicate effectively. They develop the confidence and ability to understand diverse perspectives, collaborate, and contribute to their local, national and global communities.

**Mission Statement:** Our mission is to provide an outstanding educational experience for all students and to help them develop curiosity, perseverance, and social responsibility.

**Core Value Statements:**

Student Achievement – We believe the Harvard public schools inspire, prepare, and challenge all students toward academic excellence while recognizing that students reach their individual potential in different ways.

Personal Growth – We believe in helping all students attain a balance between academic achievement and physical, emotional, and social well-being, so that they become productive, confident, and caring citizens.

Partnerships – We believe that students are best served when schools, families, and community share a common vision and are committed to open communication, mutual respect, and collaboration.

Resources – We appreciate that the Harvard community provides the necessary resources to best serve our students, and we hold ourselves responsible for the appropriate use of those resources.

School Climate – We believe that the Harvard public schools strive to create a safe and inclusive environment for students, faculty, and staff that values diversity and fosters respect for learning, self, and others.

## **21st Century Skills - Essential Skills of a Bromfield Graduate**

**Access and Apply Knowledge.**

**Think Critically.**

**Think Creatively.**

**Communicate Effectively.**

**Collaborate with Others.**

**Understand Diverse Perspectives.**

**Contribute to Local, National, and Global Communities.**

**Overarching Objectives:**     *Provide a Safe, Secure & Inclusive Learning Environment for All.*  
    *Support Engaged Teaching and Learning.*  
    *Activate Community Pride.*

Title	Goal	Measure	Conditions	Interfaces	% Completion/Status
<p>Provide a Safe, Secure, and Inclusive Learning Environment for All.</p> <p>Diversity, Equity, and Inclusion</p>	<p>Create a school culture that confronts bias, prejudice, and social inequity, actively addresses aggression and educates all on the harm of silence.</p>	<p>Staff will examine instructional materials and plan ways to address that bias. There will be two PD sessions by 10/8/2021. Staff will develop or identify materials to use/address curriculum bias by 6/8/2022</p> <p>A repository of plans to address bias in instructional materials will be available to teachers by 6/1/2022.</p> <p>The DEI Committee will create and administer a student survey by 12/20/2021.</p> <p>There will be a PD session for staff to learn about restorative justice practices by 6/1/2022.</p> <p>A long range plan for older students to model, share, and lead younger students in confronting bias and prejudice will be in place by 6/1/2022.</p> <p>Administration and school support for Students for Justice Club has helped foster membership such that every high school grade is represented by 6/1/2022.</p>	<p>Time and funding for professional development</p> <p>Data analysis</p>	<p>Students and alumni</p> <p>Teachers/Staff</p> <p>School Committee</p> <p>Presenters</p>	

		<p>A presentation has been made to the School Committee about upcoming changes in curriculum by 6/30/2022.</p> <p>Bring Gender Identity presenter to Bromfield by 10/27/2021.</p> <p>Add DEI component to Pre-Season Athletic Presentation by 12/6/2021.</p>			
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Title	Goal	Measure	Conditions	Interfaces	% Completion
Support Engaged Teaching and Learning.	Support and promote the health and well-being of students and staff.	<p><b>District/Administration Responsibilities:</b></p> <p>Hire a middle school health teacher by 11/1/2021</p> <p>Increase the frequency of middle school health instruction by 11/29/2021.</p> <p>Hire District Mental Health Counselor by 11/15//2021.</p> <p>Ensure that the Wellness Advisory Committee meets at least twice by 6/1/2022. The first meeting will take place by 11/7/2021.</p> <p>Provide self-care information about students to parents. Host at least one session by 12/20/2021.</p> <p>Examine the possibility of a longer lunch period or more transition time. Study complete by 6/1/2022.</p>	<p>Creating a schedule for new personnel to meet with students and staff.</p> <p>Using faculty meeting time for health professionals to work with staff.</p>	<p>Funding for new positions</p> <p>Health, PE, and Wellness Teachers</p> <p>Teachers/Staff</p> <p>Student Time</p>	

		<p><b>For Students:</b></p> <p>Host two forums about health and well-being for students to give input by 6/17/2022. The first forum will be done by 11/5/2021. Ensure that students can use a written form to submit ideas and feedback</p> <p>Ensure the teachers and staff know that it is imperative to meet students where they are and that pacing may not be as quick as previous years. This needs to be a continual reminder. Remind all that students have not been in “regular” school for a year and a half.</p> <p>The health and PE classes will continue to explicitly integrate stress reduction strategies, relaxation strategies, and time management strategies at least three times per course. Ensure that all students have access to this opportunity.</p> <p>Remind students that they can talk to a trusted adult or counselor at any time, not just when they are having a “serious” issue. Faculty will be given a list of their trusted students and students will be told of this policy by 12/1/2021.</p> <p>Host at least one refresh day by 5/1/2022.</p> <p>Have at least one homework free vacation and two homework free weekends by 6/1/2022.</p> <p>Remind parents the various ways that they can find information about school events by 11/8/2021.</p>			
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		<p><b>For Staff:</b></p> <p>Have professional development for teachers for self-care and stress management practices or resources (faculty meetings) at least four times during the year by 6/30/2022. The first session will take place by 12/1/2021</p> <p>Implement and use the Pandemic Pass System for Teachers by 10/1/2021. It is ok to not be ok</p> <p>Have YOGA recorded sessions as a resource for faculty and staff. Provide a list by 6/1/2022.</p> <p>Ensure that staff are aware of the fun ways to support students and enjoy co-workers after school. Demonstrate how to see the school calendar by 11/1/2021.</p> <p>Provide at least two opportunities for teachers to give input about teacher health and well-being by 6/17/2022. The first opportunity will be done by 12/15/2021. This will be accomplished by holding meetings where faculty can give their ideas to the administration.</p>			
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Title	Goal	Measure	Conditions	Interfaces	% Completion
Strategic Plan	Participate in creating the new District Strategic Plan with consideration of the NEASC Accreditation Standards and Vision of the Graduate	<p>Identify members of Bromfield School Council, Staff, and Students to serve on the District Strategic Plan Committee by 11/15/2021.</p> <p>Familiarize the committee with NEASC Accreditation Standards and Vision of the Graduate by 6/30/2022.</p> <p>Help the district create the new Strategic Plan by 6/30/2022.</p>	<p>Time of teachers, administration, Council members, staff, and students.</p> <p>Time of NEASC Coordinators Julie Horton and Andy Wright</p>	<p><a href="#">NEASC Accreditation Standards</a></p> <p><a href="#">NEASC Vision of the Graduate</a></p> <p>Superintendent</p>	

## Ongoing Work

*We recognize that several other extremely important ongoing efforts are in progress and will require continued development and follow up. These ongoing efforts are related to the School Improvement Plan Goals as listed above.*

Ongoing Work	Next steps
Alignment of Curriculum	Ensure that each course offered at Bromfield has a written curriculum aligned with state or other appropriate frameworks, formatted in the Bromfield Template, and recorded in Atlas Rubicon.
Use of Data to Inform Instruction	Teachers will use standardized test data (MCAS), SAT, AP, ACT etc.) and the most recently released exams to enhance instruction and student performance.
Activate Community Pride in a Covid Time	Continue to find ways for students and staff to celebrate
Digital Citizenship	Continue the work to garner consensus on vocabulary for Digital Citizenship and continue to monitor student use of technology.
Teacher Leadership Opportunities	Continue to develop, provide, and celebrate opportunities for teachers to take a lead role in exploring, piloting, and critiquing school improvement initiatives.
School Start Time	Actively evaluate the later school start time at Bromfield.
Providing PD Opportunities for Teachers in Key Areas	Training and strategies for teachers to improve their ability in teaching students with disabilities, with diverse learning styles, and with linguistically diverse students.