

Pupil Services

FOCUS AREA:	Pupil Services	STRATEGY 3A	
STRATEGY:	Develop the Methacton School District Special Education Transition Services Guide (Building-to-Building/Year-to-Year/Post Graduation) and disseminate it to students and families		
OBJECTIVE:	Increasing favorable feedback Increasing District rank	RESPONSIBLE PERSONS:	-Director of Pupil Services -Special Education Supervisors -Transition Coordinator
IMPLEMENTATION SUMMARY:	<p>-Plan and organize information, policy, and procedure, schedules and sequencing and other factors that pertain to communicating well organized transition services</p> <p>-Develop guide for overall and transition specific services/actions</p> <p>-Coordinate draft review with the SEA to identify any potential gaps/needs/clarity</p> <p>-Coordinate appropriate delivery mechanism (paper/web/etc.) with Communications Coordinator</p> <p>-Present to Education Committee of the Board (The guide development process will be used as a check for effective and efficient use of resources)</p>		
TIMELINE TARGET:	Start: January 1, 2023 Mid: Q2 of 2023 End: Q3 of 2023		
KPI/DELIVERABLES:	-A comprehensive transition services guide (document and distribution mechanism)		

FOCUS AREA:	Pupil Services	STRATEGY 3B	
STRATEGY:	Continue- Implementation of inclusive practices to better support the academic, social and emotional needs of all students in grades K-12		
OBJECTIVE:	Increasing favorable feedback Increasing District rank	RESPONSIBLE PERSONS:	-Director of Pupil Services -Director of Curriculum -Supervisors of Special Education & Elementary/Secondary Education -Building Principals
IMPLEMENTATION SUMMARY:	<p>-Establish inclusive practices collaborative communications structure (see elementary collaborative structure):</p> <ul style="list-style-type: none"> • Structure to ensure teacher and support staff feedback • Regularly scheduled meetings for reflection and look ahead • Becomes ingrained system of collaboration <p>-Review K-12 inclusive practices to date including audit reports and information contained in the District’s Comprehensive Plan</p> <p>-Plan will include:</p> <ul style="list-style-type: none"> • Inclusion of students with disabilities in the least restrictive environment • Best practices for instruction/Universal Design for Learning (UDL) • Co-teaching models and implementation targets • Professional development for professional and support staff 		

	-Produce procedures to ensure UDL, co-teaching and other customary Methacton inclusive practices are organized to ensure continuity of onboarding of new hires (coordinate with Human Resources)
TIMELINE TARGET:	Start: January 1, 2022 Mid: Q2 of 2023 End: Q3 of 2024 (perpetual actions required)
KPI/DELIVERABLES:	-Development of inclusive practices resources for staff (web-based) -Completion of training in co-teaching and UDL for all special education and special education support staff as of May 1, 2022 -Procedure document for new hires

FOCUS AREA:	Pupil Services	STRATEGY 3C	
STRATEGY:	Increase opportunities for English Language Learners		
OBJECTIVE:	Increasing favorable feedback Increasing District rank	RESPONSIBLE PERSONS:	-Director of Pupil Services -ELD Coordinators -ELD Staff
IMPLEMENTATION SUMMARY:	<ul style="list-style-type: none"> -Form internal committee to review current program offering, entry points, current resources, and needed supports -Leverage the MCIU, information from other districts, and 3rd parties to ensure comprehensive listing of options for consideration -Research and conduct a cost analysis of creating a SLIFE Academy (include logistical information, professional development, processes, targeted student population and projected program outcomes) -Determine best resources needed to meet existing programmatic offerings and future opportunities -Review all legal requirements and best practices -Review student enrollment process for communicative and procedural effectiveness -Provide professional development to professional and support on ELs in their classroom 		
TIMELINE TARGET:	Start: October 1, 2022 Mid: Q2 of 2023 End: Q4 of 2023		
KPI/DELIVERABLES:	-Share plan with Superintendent outlining current ELD program/services/costs and student needs along with proposal for SLIFE and other recommended services		

FOCUS AREA:	Pupil Services	STRATEGY 3D	
STRATEGY:	Increase frequency and value of communication to staff and parents on all umbrella areas of Pupil Services		
OBJECTIVE:	Increasing favorable feedback Increasing District rank	RESPONSIBLE PERSONS:	-Director of Pupil Services -Supervisors of Special Education -Transition Coordinator -Special Education Department Coordinators
IMPLEMENTATION SUMMARY:	-Form a Pupil Services Committee consisting of internal and external constituents		

	<ul style="list-style-type: none"> -Review currently available documents and forms associated with each umbrella program -Determine accuracy, type, timing, medium, and frequency of dissemination of communications needed -Develop document organization structure, inventory documents, and all other attributable communications thus producing a catalogue of services -Schedule parent engagement sessions to gain feedback
TIMELINE TARGET:	Start: November 1, 2022 Mid: Q2 of 2023 End: Q3 of 2023
KPI/DELIVERABLES:	-Produce a catalogue that outlines the communication system, structure, and documents that comprise parent/staff information needs of pupil services

FOCUS AREA:	Pupil Services	STRATEGY 3E	
STRATEGY:	Continue- Review Gifted Program to ensure resources, programming and outcomes are aligned to best practices in gifted instruction in accordance with Chapter 16 Regulations		
OBJECTIVE:	Increasing favorable feedback Increasing District rank	RESPONSIBLE PERSONS:	-Director of Pupil Services -Supervisors of Special Education -Director of Curriculum -Building Principals -Superintendent
IMPLEMENTATION SUMMARY:	<ul style="list-style-type: none"> -Re-form committee -Review previous work conducted (interrupted by COVID) -Review current practices related to acceleration, curriculum compacting, and service delivery models in grades K-12 -Conduct and review recent research on cluster grouping and integrated service delivery models -Develop a written plan that outlines the continuum of gifted services and supports in grades K-12 -Develop communications plan for informing stakeholders -Present plan of recommendations to Education Committee of the Board -Implement recommendations 		
TIMELINE TARGET:	Start: October 1, 2022 Mid: Q4 of 2022 End: Q2 of 2023		
KPI/DELIVERABLES:	<ul style="list-style-type: none"> -Document outlining recommendations -Presentation to Board 		

FOCUS AREA:	Pupil Services	STRATEGY 3F	
STRATEGY:	Conduct a K-12 School Counselor Program review to ensure resources, programming and outcomes are effectively and efficiently aligned to best practices in school counseling		
OBJECTIVE:	Increasing favorable feedback Increasing District rank	RESPONSIBLE PERSONS:	-Director of Pupil Services -Director of Curriculum -School Counseling Coordinators -3 rd Party Consultant
IMPLEMENTATION SUMMARY:	-Determine structure, activities, and resources necessary to conduct program review and consider use of third party consultants		

	<ul style="list-style-type: none"> -Engage 3rd party consultant if needed -Determine priorities, areas of need, parental feedback, school counselor feedback -Itemize school counselor (daily/month/yearly) tasks and determine task value, staffing levels, skills required, certification alignment, and priority alignment -Produce document that firmly organizes, by building/level, the intended programming and services, and task assignment along with administrative procedures to manage future needs -Review recommendations and best practices in school counseling (ASCA National Model) -Consider looping in grades 5-8 -Conduct program review and produce recommendations for improvements -Develop communications plan for families and students
TIMELINE TARGET:	Start: October 1, 2022 Mid: Q4 of 2022 End: Q3 of 2023
KPI/DELIVERABLES:	-Produce a K-12 document of counseling services outlining the internal structure, procedures, and programming (by level) and a parent/student website that contains all relevant parent and student resources/program information needs

FOCUS AREA:	Pupil Services	STRATEGY 3G	
STRATEGY:	Develop and implement a Trauma-Informed Care Plan		
OBJECTIVE:	Increasing favorable feedback Increasing District rank	RESPONSIBLE PERSONS:	-Director of Pupil Services -Supervisors of Special Education -Assistant Superintendent
IMPLEMENTATION SUMMARY:	<ul style="list-style-type: none"> -Develop the District's Comprehensive Trauma-Informed Care Plan following the PCCD's Model -Provide Trauma-Informed Care training to all staff members -Provide Trauma-Informed Care training information to parents and students -Align Trauma-Informed approach with other evidence-based approaches 		
TIMELINE TARGET:	Start: June 1, 2022 Mid: Q4 of 2022 End: Q2 of 2023		
KPI/DELIVERABLES:	<ul style="list-style-type: none"> -Comprehensive Trauma-Informed Care Plan -Completion of schedule of training for staff as of May 1, 2022 -Completion of parent and student training -Procedure document for new hires (how will they be trained) 		

FOCUS AREA:	Pupil Services	STRATEGY 3H	
STRATEGY:	Conduct a review of the District's Home and School Visitor services, including caseload and resource allocations		
OBJECTIVE:	Increasing favorable feedback Increasing District rank	RESPONSIBLE PERSONS:	-Director of Pupil Services -Home & School Visitor -Supervisors of Special Education -Building Principals
IMPLEMENTATION SUMMARY:	-Determine structure, activities, and resources necessary to conduct program review		

	<ul style="list-style-type: none"> -Review Safe Schools’ recommendations for school social workers and align this to our current offerings -Solicit feedback from staff, students and parents/guardians about Home & School Visitor services, supports, and any areas of improvement needed -Develop a Home & School Visitor Services Guide for dissemination to students, parents, and staff -Conduct program review and produce recommendations for improvements
TIMELINE TARGET:	<p>Start: June 1, 2023</p> <p>Mid: Q4 of 2023</p> <p>End: Q4 of 2024</p>
KPI/DELIVERABLES:	<ul style="list-style-type: none"> -Prepare a document of recommendations to the Superintendent for consideration of implementation -Produce communication summarizing services (used by students, parents, staff-website)

FOCUS AREA:	Pupil Services	STRATEGY 3I	
STRATEGY:	Increase executive functioning programming for students with IEPs		
OBJECTIVE:	<p>Increasing favorable feedback</p> <p>Increasing District rank</p>	RESPONSIBLE PERSONS:	<p>-Director of Pupil Services</p> <p>-Supervisors of Special Education</p>
IMPLEMENTATION SUMMARY:	<ul style="list-style-type: none"> -Determine baseline/current status of services/programming regarding executive functioning -Conduct research related to best practices and methodologies -Determine program implementation processes and timelines -Provide professional development on executive functioning to professional and support staff 		
TIMELINE TARGET:	<p>Start: October 1, 2022</p> <p>Mid: Q4 of 2022</p> <p>End: Q2 of 2023</p>		
KPI/DELIVERABLES:	-Produce a written plan outlining programming needs that is inclusive of resources/costs/outcomes/etc. and provide recommendation to Superintendent		