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December 19, 2019

Thomas J Hickey  
Superintendent-Director  
South Shore Vocational Technical High School  
476 Webster Street  
Hanover, MA 02339

Dear Dr. Hickey:

The Committee on Technical and Career Institutions at the October 21-22, 2019 meeting reviewed the evaluation report of its fifth-year focused visiting team dated April 23-25, 2019 and voted to continue accreditation of South Shore Vocational Technical High School.

The Committee noted, during its deliberations, the following commendations:

- The establishment of a cohesive Leadership and Support Services team that works collaboratively to promote "student-centered" learning that focuses on educating the whole student
- The on-going efforts to increase instructional and storage space for vocational programs to support all aspects of the educational program
- The growth of the Work-Based Learning program has provided students more opportunities for authentic learning experiences

The Committee confirms the report of the focused visiting team and makes the following recommendations:

- Display emergency evacuation maps at all points of exit to ensure safe egress
- Continue to seek funding from MSBA for needed capital improvements

Additionally, South Shore Vocational Technical High School should begin the transition to the 2015 Standards for Accreditation. The standards are located on the committee website <https://ctci.neasc.org/standards/2015-standards>

Initiate the process of developing and implementing Standard 1.1, which states:

- The school/center community engages in a collaborative and inclusive process to identify and commit to its mission, core values, and beliefs about learning

Thomas J Hickey  
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Initiate the process of developing and implementing Standard 1.2, which states:

- The school/enter has challenging and measurable learning expectations for all students which address career, academic, social, and civic competencies. Each expectation is defined by specific and measurable criteria for success which define targeted high levels of achievement.

Use the *Guidebook on Developing and Implementing Core Values, Beliefs and Expectations* to complete the work on Standard 1.1 and 1.2. The *Guidebook on Developing and Implementing Core Values, Beliefs and Expectations* is located on the committee website <https://ctci.neasc.org/standards/2015-standards>. Click on the + icon to open Standard 1. The Guidebook is located after indicator five.

The next comprehensive review for South Shore Vocational Technical High School is scheduled for the Spring 2024. The cost for a comprehensive visit will be equal to your institution's dues at the time of the visit. As for any visiting team, the institution will assume all costs in support of the visit. In the meantime, you are requested to keep the Committee office informed of any substantive operational changes that may affect adversely the school's compliance with Committee on Technical and Career Institutions Standards of Membership.

We sincerely hope that our continuing accreditation relationship with South Shore Vocational Technical High School assists in improving your school's ability to serve its students and its region with strong and effective technical education programming.

Sincerely,



Bruce R. Sievers

BRS/jaf

cc: Robert L. Molla, Jr., Chair, South Shore Regional School District  
John T. Murphy, Chair, Visiting Team  
Shawn Lambert, Chair, Committee on Technical and Career Institutions

NEW ENGLAND ASSOCIATION OF SCHOOLS AND COLLEGES

COMMISSION ON PUBLIC SCHOOLS  
COMMITTEE ON TECHNICAL AND CAREER INSTITUTIONS

**Fifth-Year Focused Visit**

**April 23-25, 2019**

South Shore Regional Vocational Technical High School  
476 Webster Street  
Hanover, MA 02339

NEW ENGLAND ASSOCIATION OF SCHOOLS AND COLLEGES

COMMISSION ON PUBLIC SCHOOLS  
COMMITTEE ON TECHNICAL AND CAREER INSTITUTIONS

South Shore Regional Vocational Technical High School

Fifth-Year Focused Visit

April 23-25, 2019

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Hartford, CT 06105

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## **INTRODUCTION**

South Shore Vocational Technical High School is located in Hanover, Massachusetts approximately twenty-five miles south of Boston. South Shore Vocational Technical High School offers fourteen vocational programs and services eight towns: Abington, Cohasset, Hanover, Hanson, Norwell, Rockland, Scituate, and Whitman. Each of these communities has a distinct character that ranges from blue collar, to middle class, to affluent.

The current student enrollment at South Shore VTHS is 645 students in grades 9-12. The student population is predominately white (87.4 percent). The minority population is at 12.6 percent. The female population is 32.7 percent. Enrollment since the decennial has increased by 46 students.

The most recent decennial evaluation of the school took place in October of 2013, when a team of educators assembled by the New England Association of Schools and Colleges visited the school to conduct an extensive evaluation of the school and its programs. The team compiled commendations and recommendations for the staff at South Shore VTHS to review and address, consistent with NEASC policies and procedures. Following review by the Committee on Career and Technical Institutions, a vote was taken by the Committee to continue accreditation with a Two-Year Progress Report due in August 2015, and a Focused Visit to take place in the fall of 2018

In preparation for the Fifth Year Focused Visit, the staff at South Shore VTHS prepared a thorough report detailing the status of each recommendation contained in the 2013 evaluation report as well as in the 2015 Two Year Progress Report. The Focused Visit took place in the spring of 2019 and was conducted by a team of three evaluators assembled by the Committee on Technical and Career Institutions. The team conducted its evaluation through the thorough review of documents submitted in the report, interviews with administrators and other key personnel in the school, representatives of the student body, and many faculty members.

The Focused Visiting Team visited all shop areas and briefly observed classes and the general appearance and layout of each teaching area. The team interacted with faculty and students throughout the visitation. The observations throughout the visit were sufficient for the team to gain insight in general maintenance, cleanliness and operation and organization of most instructional programs.

The Focused Visiting Team is grateful for the hospitality extended by students and staff at South Shore VTHS and for the courtesy and cooperation extended during the visitation. Physical accommodations and workspace were appropriate, and students and members of the school staff extended the team every possible courtesy.

## **PART ONE**

### **SIGNIFICANT CHANGES**

1. Closing of the Drafting program - In the summer of 2017, due to low enrollment, the school closed the Chapter 74 Drafting Program following the procedures and processes set forth by the Massachusetts Department of Education.
2. Opening of the Horticulture program - In the summer of 2017, following the process and procedures set forth by the Massachusetts Department of Education, SSVT opened a Chapter 74 Horticulture and Landscape Design Program with one instructor. A second instructor was added in the summer of 2018. The program has met the basic requirements for the chapter 74 of the Massachusetts guidelines for Horticulture. Both instructors hold Pesticide licenses, OSHA 10 certification, and one has a hydraulic operations certification. Currently, there are freshman and sophomore students enrolled in the program. The program has access to a trailer and a van for potential off-site work opportunities. The school is building a greenhouse for the program and there is space allocated in the newly constructed maintenance barn for horticulture maintenance equipment. They have a strong advisory council and the focused visiting team recommends expanding community relationships.
3. The Graphic Communications Program earned a Chapter 74 Digital Visual Communication endorsement. Students in the program earn both endorsements. Students can also articulate into the Foundations 101 course at Massasoit Community College through an articulation agreement based on the Chapter 74 Design and Visual Communications program approval.
4. To meet the demands of the workforce and give the students a wider skill set, SSVT has combined the Electronics and Precision Machine Technology Programs under the umbrella of Manufacturing Engineering Technology (MET). This program has two separate shop footprints and a dedicated classroom space allowing students to explore the attributes of both programs while underclassmen. Students are exposed to engineering concepts and curriculum throughout all years. Although students choose an area of interest as upperclassmen, all seniors complete a capstone project combining skills from both programs prior to graduation. The focused visiting team recommends continuing to develop project-based curriculum at all grade levels to strengthen the merger of these technologies supporting the MET program.

**PART TWO**

**Status of Visiting Team Recommendations**

Standard/Educational Component:

**School/Center Philosophy and Goals**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Shifting emphasis on all school goals from a teacher-centered to student-centered focus	Completed	This was evident when visiting the classrooms and seeing varied instructional practices throughout the building.
Editing the School Goals document for clarity and concise language	Completed	This was evident through documentation on the school website and pertinent school documents.

Standard/Educational Component:

**School/Center and Community Relations**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Creating an alumni association to facilitate continued communication with graduates.	In Progress	The Alumni coordinator has created a tab on the school website where former students can register for alumni news using the attached google form.
Re-establishing and revising the Student Senate to provide a meaningful avenue for addressing student concerns	Rejected	A Student Council was established and made up of elected and volunteer members that represents the students in their concerns as a result of the Student Senate being too cumbersome and not working as it was intended.
Providing more meaningful opportunities for staff to contribute to decisions regarding professional development opportunities	Completed	Through a staff survey, PD requests are given to a professional development committee who then reviews them annually for school-wide PD and alignment to school-wide goals. Individually, staff request professional development through the main office that supports their individual professional development plan.



Standard/Educational Component:

**Educational Programs**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Providing a mechanism for teacher input in the planning of meaningful and relevant professional development	Completed	A professional development committee was established to take staff PD recommendations. This group meets annually to discuss and allocate funds for the following year’s school wide professional development. Individually, staff request professional development utilizing a request form housed in the main office.
Providing indoor space for much needed shop storage	Completed	The school has implemented plans for increasing instructional spaces and shop storage by redesigning current shop floor plans, re-allocating existing shop space, and the construction of a Maintenance building on the property while waiting for the Massachusetts School Building Authority (MSBA) to approve capital improvements.
Assuring that instructional resources accommodate all learning styles and skill levels	Completed	Budgetary requests for diverse instructional materials are consistently supported.
Updating the local area network enterprise level core switching to accommodate more bandwidth intensive applications (e.g., remote desktop applications) including expanding the wireless infrastructure to eliminate dead zone	Completed	This recommendation was completed and verified by the IT department head and by a random survey of classroom teachers.
Increasing efforts to involve more students in Co-op education	Completed	Hiring a dedicated Work-Based Learning Coordinator has increased the number of Co-op students. At the time of the Focused visit, there were 93 students out on Co-op. These students have earned a total of \$320,000 and completed 24,238 hours.
Providing scheduled opportunities for common planning	Completed	Weekly PLC meetings are provided for teachers during the school day. These meetings are held during shop scheduled physical education time on a weekly basis. Monthly department meetings provide another opportunity for common planning time.

Dedicating additional time in the master schedule and increasing staffing for PE/Health classes	Completed	Students receive physical education daily during their freshman and sophomore years. Electives in PE such as weightlifting have been developed and offered to students during their study period.
Providing a consistent schedule for all students to receive equal physical education and health instruction and regular physical activity mirroring a healthy lifestyle	Completed	Students receive physical education daily during their freshman and sophomore years and weekly on shop week as juniors and seniors.
Updating the Program of Studies to include graphic elements and more detailed course descriptions	Completed	The “Viewbook” has been created and distributed to South Shore stakeholders

Standard/Educational Component:

**Educational Program – English**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Increasing professional development during in-service days in PowerSchool and for the management and analysis of data	Completed	Power School is being used by all staff. A survey was administered to staff and results indicate they are very comfortable utilizing this technology.
Providing laptops in all English classrooms	Completed	There are available Chromebooks for all instructional periods. Chromebook carts are located in various classrooms throughout the department.
Creating more storage and finding classroom and workspace for each teacher	Completed	The classrooms are clutter free and each teacher has been given a desk in a classroom in which they teach.
Continuing the redesign of English course offerings to include Writing and Composition for grades nine and ten and adding electives for the upper classes	In Progress	This is an ongoing discussion within the department. The English curriculum continues to change and evolve to meet the criteria set forth by the State frameworks.

Standard/Educational Component:

**Educational Program – Mathematics**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Providing mathematics staff with more professional development training on new technology such as PowerSchool	Completed	Power School is being used by all staff. A survey was administered to staff and results indicate they are very comfortable utilizing this technology.
Providing mathematics staff with professional development time to plan and work collaboratively on new initiatives	Completed	Weekly PLC meetings for all teachers during the school day. Monthly department meetings provide another opportunity for common planning time. Priority is given to scheduled PLC meetings.
Sharing mathematics classrooms so that all teachers in the department can utilize technology which has been purchased for the department	Completed	All teachers have access to same technology. This was evident by observing teachers switching classrooms to meet the needs of the lesson plans and curriculum.
Assessing the need for additional learning time for all math students	Completed	Several math interventions are available outside the classroom time for at risk students.
Accommodating transfer students as curriculum changes unfold	Completed	Student schedules are reviewed before the school year begins to ensure that the appropriate sequence of courses are taken. This is accomplished through scheduled team meetings between SSVT guidance and sending school staff to meet the needs of incoming freshman and transfers.
Collaborating as a department with the technical faculty	In Progress	A plan has been created to give engineering students engineering related math in the 2019-2020 SY schedule.

Standard/Educational Component:

**Educational Program – Physical Education/Health**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Providing a consistent schedule for all students to receive equal physical education and health instruction and regular physical activity mirroring a healthy lifestyle	Completed	All students receive equal time. Students receive physical education daily during their freshman and sophomore years and weekly on shop week as juniors and seniors.
Providing adequate supervision for the men's locker room	Completed	Hired a male PE teacher upon the retirement of the female PE teacher in September 2015. SSVT has hired a female paraprofessional that monitors the women's locker room and aids in physical education classes on an as needed basis.
Providing a more spacious and state of the art fitness center with additional weights and cardiovascular equipment	In Progress	SSVT is waiting for the Massachusetts School Building Authority (MSBA) to approve capital improvements.
Fixing the drainage/grading problem associated with the athletic fields	In Progress	Funding has been allocated and work will start summer 2019.
Developing an effective assessment and evaluation strategy for measuring student success in terms of both fitness and skill level	Completed	There are course expectations for all PE/Health courses that include an assessment and evaluation strategy.
Connecting wireless internet to the gymnasium to allow for more integration of technology into the Wellness program	Completed	Wi-Fi has been connected. Health classes utilize a smart TV to access curriculum to meet the current standards in health education.

Standard/Educational Component:

**Educational Program – Science**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Restoring rooms to lab-ready condition with working sinks, power supplies, natural light and emergency equipment to ensure accessibility for all five full-time science teachers	Completed	All conditions are optimal for accessibility. All science classrooms are fully functional.
Designing classroom set up to accommodate group learning activities	Completed	Classrooms have desks and equipment to allow for group learning activities. Desks are movable in every classroom. Teachers switch rooms to meet the needs of lesson plan.
Removing broken and unused equipment for a safe clutter-free classroom	Completed	Unused and broken equipment removed. Classrooms were clutter free and create an atmosphere conducive to learning
Modifying ventilation systems so that all classrooms have balanced air quality	Completed	There are no technical problems with the ventilation system in the Science wing. Current HVAC system works by measuring the average temperature of all science classrooms. This temperature falls in an acceptable range for student learning.
Organizing the storage room so that stored chemicals are visible, easily identified and separated from other lab equipment with MSDS clearly housed	Completed	Department staff have re-organized the storage room. Appropriate storage lockers are located in the science storage room with appropriate MSDS sheets.

Standard/Educational Component:

**Educational Program – Social Studies**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Updating textbooks for US History I and US History II	Completed	Texts were purchased in 2016. Textbooks align with current standards and have an integrated online component.
Updating and increasing the number of computers available for Social Studies classes	Completed	Computers are updated regularly as part of academic budgets. Chromebook carts are located in various classrooms through the department.
Implementing scheduled common planning time	Completed	Verified. Weekly PLC meetings for all teachers during the school day, plus monthly department meetings have been in the schedule for two consecutive school years.
Making personal space available for each instructor	Completed	Each instructor has personal space. Six teachers share three rooms each having a desk in one of the three rooms.

Standard/Educational Component:

**Educational Program – Special Education**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Providing time for mandated progress reporting for teachers of students with IEPs	Completed	Training was conducted. Teachers are using the electronic IEP system.
Increasing opportunities for Cooperative Work Experience for students with special needs	Completed	A job coach paraprofessional is available. The special education paraprofessional is going out to job sites making the cooperative education experience accessible to students of all abilities.
Implementing PowerSchool training programs for staff	Completed	Professional development completed. A survey was administered to staff and results indicate they are very comfortable utilizing this technology.

Standard/Educational Component:

**Allied Health**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Rearranging faculty schedules to provide common planning time	Completed	Weekly PLC meetings have been scheduled.
Increasing the number of affiliating health care facilities to add acute care component and assisted living facilities	Completed	The department continues to update and have affiliations with various health care facilities throughout the area. Seniors visit the Brockton Hospital Acute care facility and then switch every Friday with the freshman who visit the Linden Ponds Assisted Longtime Care Facility.
Increasing the size of the related classroom to maximize student learning	Completed	Related instruction is held in a larger class outside of the regular shop. There is still a smaller classroom in the shop that is utilized by the two full time teachers and one part-time teacher.

Standard/Educational Component:

**Auto Body**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Resolving access to the on-line damage estimating program	Completed	Students have access to this program.
Implementing a Job Shadowing Program	Completed	A schoolwide program of assisting special education students with onsite job help is implemented when warranted.
Acquiring better access to a supply storage space	Completed	The Auto Body program has a dedicated container in close proximity to the shop.
Installing ventilation in the paint locker	Completed	This recommendation is considered "completed" because the paint locker was already ventilated
Acquiring a virtual spray unit for increased interest in the program	Completed	Purchased in 2014
Installing a protective cover for the eye wash station	Completed	Installed.
Extending the spray booth exhaust pipe to meet with OSHA regulations	Completed	Improvement completed.
Acquiring a Squeeze Type Resistance Spot Welder to meet industry needs	Completed	Purchased in 2015.



Standard/Educational Component:

**Automotive Technology**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Continuing to improve the program through advisory committee input	Completed	Advisory committee input sought during three scheduled meetings per school year.
Enlarging the program facilities to meet certification guidelines for NATEF	In Progress	SSVT is waiting for the Massachusetts School Building Authority (MSBA) to approve capital improvements.
Working with advisory committees and school administration to maintain shop time to assure NATEF standards are met relative to contact hours	Completed	Shop time has been maintained and related time has increased. The proposed expansion will ensure alignment to NATEF standards.

Standard/Educational Component:

**Carpentry**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Evaluating the funding to assure current and future needs are met	Completed	There are no Carpentry budget issues. The program has recently undergone an expansion of their shop with the building of a canopy and the reconstruction of a shop mezzanine. There are currently no capital requests from the program.
Utilizing the proposed carpentry mezzanine for the climate-controlled storage of lumber	Completed	Reconstruction completed.

Standard/Educational Component:

**Computer Information Technology**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Increasing the number and participation of Advisory Board Members	In Progress	Staff is continuing to recruit new members to the Advisory committees.
Implementing the current curriculum and ensuring the curriculum meets the requirements of the Information Support Services and Networking Framework	Completed	Teachers have revised the curriculum and have been increasing the number of aligned third-party credentials that students can earn in the program.
Replacing instructional materials and computers that have become non-functional or obsolete	Completed	Surplus completed.
Providing more opportunity for the students to achieve national certifications	Completed	Curriculum was revised in summer 2015. Additional certifications are included in course curriculum.
Researching and implementing a system to keep all students actively engaged	Completed	Re-configuring the layout of the shop has improved supervision of students and created dedicated work areas to engage students.

Standard/Educational Component:

**Cosmetology**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Implementing a plan of action to enlarge the cosmetology shop area and storage space	Completed	Related room has been converted to underclassmen shop space.
Concealing pipes in the facial room	Completed	Pipes concealed.
Acquiring updated instructional technology for the shop, including computers, a laptop cart, a screen and projector	Completed	Chromebook cart purchased and the Smartboard was replaced in the related classroom.
Replacing worn or non-functioning furniture currently in the related room	Completed	Furniture removed.
Improving the lighting in the shop	Completed	Lighting fixtures were replaced with a lower wattage bulb.

Standard/Educational Component:

**Culinary Arts**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Developing and implementing a plan to improve the student to teacher ratio	Completed	Class size ratio is 16:1 at its highest during a typical school day. There are three full time teachers in the program.
Continuing to develop and implement strategies for the delivery of differentiated instruction in the classroom and shop	Completed	Classroom observation included using Google Classroom activities, word walls, and graphic organizers.
Continuing outreach to the community in an effort to develop a stronger customer base	Completed	Customer databases are utilized along with electronic signage. The community can interact with the culinary program through the program website, online pie ordering, online menus, and they can sign up by utilizing “mail chimp”.
Creating additional opportunities for student placement in cooperative education	Completed	Jobs are posted outside of the shop for co-op and permanent job opportunities. Job postings and coop opportunities are posted on the program’s website. Staff members have also increased outreach to community partners and local companies.

Standard/Educational Component:

**Electrical**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Removing and refinishing the remainder of the shop rubber floor (40%)	Completed	The floor has been refurbished.
Creating additional training roof assemblies for mounting solar panels	In progress	The Superintendent/Director is working with staff to pursue the installation of solar panels on existing school structures supporting green technologies in the electrical curriculum.

Standard/Educational Component:

**Graphic Communications**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Forming articulations with area community colleges and institutes	Completed	Students can articulate into the <i>Foundations 101</i> course at Massasoit Community College through a State articulation agreement based on the Chapter 74 Design and Visual Communications program approval from the Department of Elementary and Secondary Education.
Acquiring the Adobe ACA certification for both instructors	Completed	Both full time instructors hold multiple credentials in Adobe product certifications.
Continuing to incorporate differentiated instruction in the program	Completed	Although there was evidence of DI planning, classroom observations did not include DI instruction.

Standard/Educational Component:

**Heating, Ventilation, Air-Conditioning & Refrigeration (HVAC-R)**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Constructing a new mezzanine for equipment storage	Rejected	The old mezzanine was removed, and new wall storage was added in the shop. Administration has worked with staff to provide additional storage outside but near the shop and provided additional classroom space for related instruction.
Purchasing a new walk-in freezer/cooler for student instruction	Completed	Purchased.
Assessing the possibility of hiring a part-time teaching assistant for coverage when instructors go out on off campus work	In Progress	The district is in search of a full-time plumbing teacher to add to the program and an instructional aide does spend time in the program.
Creating a schedule for the replacement of older and antiquated equipment with current and new state of the art equipment	Completed	There are no capital requests for the FY20 Budget, but the shop has acquired a new cooler unit, Burnham boilers, and gas boilers.
Assessing the feasibility of expanding the shop area's footprint, to accommodate the amount of equipment as well as the student population	In Progress	SSVT is waiting for the Massachusetts School Building Authority (MSBA) to approve capital improvements.
Scheduling related time in an area that would provide a better learning environment for students	Completed	Administration has worked with staff to provide a more conducive related classroom space. The solution included using a related classroom across the hall from the shop for upper classroom, and the lower level students take related classes in the science wing.

Standard/Educational Component:

**Metal Fabrication & Welding**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Updating and/or replacing the power rollers	Completed	Updated
Updating and/or replacing the small power brake	Completed	Updated
Updating the ventilation system	Completed	System updated in 2015.
Providing better safety signage	Completed	Signage installed.
Tracking safety test results	Completed	Results tracked in rank books.

Standard/Educational Component:

**Precision Machining Technology**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Clearing areas in front of emergency stop buttons	Completed	Areas have been cleared.
Clearly marking all fire extinguishers	Completed	Fire extinguishers have been marked.
Alleviating cramped work spaces	Completed	Equipment has been deployed allowing for improved spacing.
Replacing Cincinnati CNC with a modern machine tool	Completed	Haas 4 Axis CNC was purchased.
Aligning the program with a national certification	Completed	The program is working with the Manufacturing Advancement Center Workforce Innovative Collaborative (MACWIC) currently for level 1 and II certification for students.
Obtaining an area within the building to store materials	Completed	Weather tight storage has been provided in a nearby storage barn and shed.
Continuing to develop and align the "Engineering Academy" initiative to the Massachusetts Frameworks supporting program enrollment	Completed	This curriculum is in place.

Standard/Educational Component:

**Electronics**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Partnering with local industry to increase Co-op job opportunities	Completed	Staff is continuing to recruit new members to the Advisory committees as a way to increase Co-op-opportunities.
Ensuring all students adhere to shop safety rules	Completed	Teachers have reinforced this expectation with students.
Encouraging students to take some of the many national electronics certifications available such as ETA, ISCET, etc.	Completed	Students take the Certified Electronics Technician (CET) certification
Updating and organizing student work benches	Completed	Shop has been relocated and reconfigured.
Increasing the equipment budget to allow for updating and modernizing the shop's equipment such as power supplies, digital multi-meters (DMM) and an outdated drill press	Completed	Budget increased
Reducing the buildup of heat from the large amount of electronic equipment operating	Completed	Classroom climate control has been installed.
Increasing the amount of storage within the shop which would eliminate the need for students to go outside during the school day	Completed	Shop has been relocated and reorganized.

Standard/Educational Component:

**Educational Media Services**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Maintaining and strengthening library media funding to support long-term maintenance and upgrading of electronic and print resources as well as technology	Completed	Long range equipment replacements are in budgets. The district has provided all students with access to Chromebooks
Providing clerical assistance to the librarian to assist with routine duties such as cataloging, weeding, and scheduling to enable continued collaboration, preparation, and development of the strong information and technology literacy curriculum by the librarian	Completed	Paraprofessionals are assigned to work in library as needed.

Standard/Educational Component:

**Student Services**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Increasing the focus on students becoming lifelong learners and attending a college or higher learning institution for career preparation	Completed	All students complete four-year career plans which include a reflective component for college
Implementing capacity-building frameworks in the ninth grade to engage families and students in college and career placement opportunities after graduation	Completed	The guidance counselors have created a yearlong curriculum that covers such topics as exploratory process, email writing, resumes and healthy decisions.
Marketing the school by increasing the towns' knowledge of the school's vocational and academic programs	Completed	Increased presence on social media with Twitter and Instagram accounts as well as maintain an updated school website. IT department updates social media in real time as information is provided to them.



Standard/Educational Component:

**Student Records**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Implementing PowerSchool training programs for staff	Completed	Professional development completed. A survey was administered to staff and results indicate they are very comfortable utilizing this technology.
Investigating the feasibility of transferring attendance responsibilities from the guidance office	Completed	Tasks have been re-assigned to the main office and vocational office and are being managed through the use or PowerSchool.
Digitizing student records for easier storage	Completed	This task is being managed through the use or PowerSchool.

Standard/Educational Component:

**School/Center Staff**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Forming a professional development committee to assist with the writing of effective professional development plans	Completed	Professional development committee established and there is an email address dedicated to suggestions for professional development.
Ensuring professional development for the transition to PowerSchool including activities and follow-up time	Completed	Professional development completed. A survey was administered to staff and results indicate they are very comfortable utilizing this technology.
Providing necessary resources to the Technology Team to assist with the maintenance of equipment and further expand the infrastructure of technology to instructional areas	Completed	Positions added in 2014
Developing and implementing a plan to remove bus transportation from the responsibility of school personnel	Rejected	The district is completely managing the hiring of their own bus drivers and has contracted out the maintenance and leasing of the buses.

Standard/Educational Component:

**Administration**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Making a point to plan "Whole School" meetings/assemblies for the purpose of celebrating accomplishments of the staff, students, and community and to reinforce messages felt to be important system-wide	Completed	The administrative team does this with Viking Kudos at monthly whole faculty meetings
Creating a space in hallways to recognize staff (student successes are well communicated)	Completed	SSVT Hall of Fame has a public space near the main entrance with a more prominent display being constructed. This were nearly complete at the time of the focused visit. Staff members are recognized and acknowledged at the School Committee meetings.
Increasing linkages via additional articulation agreements, expanded dual enrollment opportunities, and increased cooperative program placements/participation	Completed	This is evident and documented throughout the visiting team report
Developing a unified/branded marketing tool (i.e., threefold brochure) for each of the 14 vocational programs to identify potential paths postsecondary, program successes, stakeholder involvement for the purpose of publicity and recruitment of students, advisory board members, and additional stakeholders from outside the SSVT walls	Completed	The "Viewbook" is completed and has been distributed to all stakeholders.
Conducting a cost/benefit analysis to determine whether continued operation/maintenance of the twelve-bus fleet is more beneficial than subcontracting an outside company to provide transportation services for SSVT	Completed	The Cost/benefit analysis is complete. The district is continuing to manage the hiring of their own bus drivers and contract out the maintenance and leasing of the buses.

Standard/Educational Component:

**Finance and Business Operations**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Continuing to contribute to the unfunded liability for Other Post-Employment Benefits (OPEB)	Completed	Funds are allocated yearly as the budget allows.
Insuring there is a smooth transition in the replacement of the retiring District Treasurer this year	Completed	A new treasurer was re-appointed for a second year in July 2015.
Continuing to pursue the purchase of financial management software	Completed	All financial software is in place.

Standard/Educational Component:

**School/Center Facilities**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Providing full-time bus drivers to alleviate use of the facilities department	Completed	The district is continuing to manage the hiring of their own bus drivers
Utilizing an outside contractor for bus maintenance and inspections	Completed	Outside contractors assist with these functions.
Repairing baseball/practice field drainage problems	Planned for the future	Planned for the Summer of 2019
Improving outside running track to meet interscholastic athletic standards	Planned for the future	SSVT is waiting for the Massachusetts School Building Authority (MSBA) to approve capital improvements.
Adding facilities personnel for outside maintenance to address the lack of manpower during day	Completed	Additional custodian was added.
Obtaining separate and central storage space for all Facilities Department equipment	Completed	A facilities maintenance building was constructed on campus for the purpose of storing maintenance equipment and supplies.

*South Shore Regional Vocational Technical HS Focused Visit Team Report*

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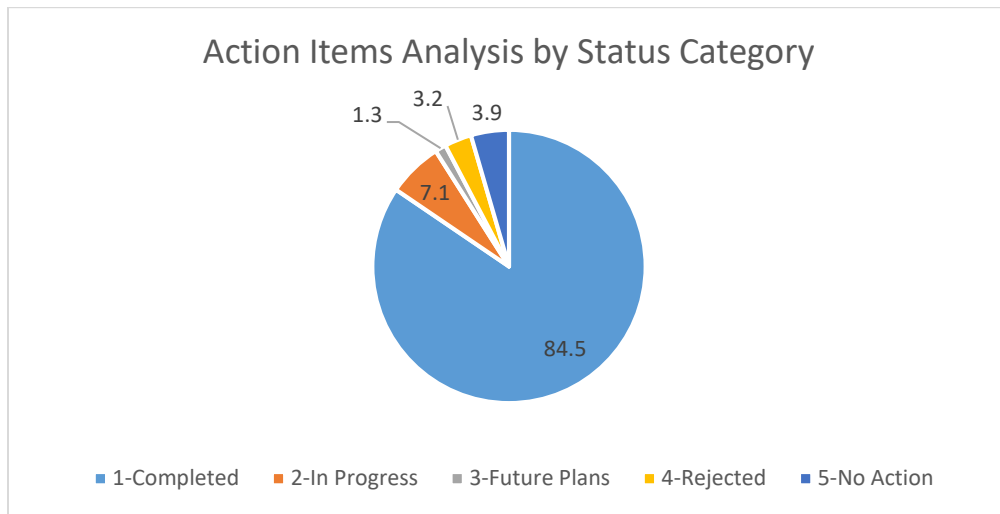
Providing environmentally controlled storage for all trade areas	In Progress	SSVT is continuing to implement plans for increasing shop storage by redesigning current shop floor plans, re-allocating existing shop space and has constructed a dedicated maintenance building on the property while waiting for the Massachusetts School Building Authority (MSBA) to approve capital improvements.
Improving local area network central switching infrastructure	Completed	Completed in the FY16 budget
Updating female staff restroom to meet building and ADA codes	Completed	The female staff restroom in the front of the school was remodeled.
Repairing the "300" corridor floor from lifting	Completed	Replaced in 2014.
Installing school wide evacuation and safety signage	Completed	Safety signage has been installed throughout the school and <u>some</u> areas of the school do have emergency evacuation plans posted. It is recommended that administration post emergency evacuation plans in <u>all areas</u> of the school.
Replacing the building's original boiler with a more efficient model	Completed	Completed in the FY16 budget
Improving auto body shop ventilation system	Rejected	Ventilation system has no deficiencies.
Implementing a traffic flow study for outside security for rear of building	Completed	Study completed.
Completing the library improvements	Completed	Improvements completed by adding a storage room in the library.
Modifying weight room to meet building and fire codes	Completed	Codes are met.
Repairing flooring of trip hazards in the electrical and HVAC-R departments	Completed	Repaired
Adding air conditioning and ventilation in areas with a high volume of computers	Completed	Air conditioning added to Electronics department and the IT department was moved.
Finishing construction in the science rooms to meet building codes	Completed	All codes met.

Standard/Educational Component:

**School/Center Atmosphere**

<b>Recommendations</b>	<b>Status</b>	<b>Comments</b>
Refining the discipline structure to provide feedback to the staff in a more- timely manner	Completed	Protocols are in place to address this feedback loop. An email is sent out to all staff involved in educating the disciplined student regarding course of action following an incident.
Adhering to the standards set forth in the Student Handbook which houses the school policies	Completed	Standards are adhered to.
Developing or reinstating the Professional Development Committee to include a diverse sampling of staff and administrators	Completed	Professional development committee established and there is an email address dedicated to suggestions for professional development. This committee meets at the end of every school year to develop a professional development plan and budget for the following school year.
Surveying the staff for Professional Development needs, off site, in advance to better prepare for funding	Completed	Verified.
Recognizing students within the school day and within their respective class to bolster additional confidence and recognition	Completed	The administrative team began this school year with class assemblies. These events are highlighted on the school calendar and noted on bulletin boards throughout the school.
Requiring all shops to participate in the Senior Show	Rejected	Capstone projects are being developed as they are more in line with current career and college programs
Reinstating the Pep Rally, Spirit Week events, and whole school meetings to celebrate culture	Completed	Verified. These events are part of the school calendar.

**STATUS OF VISITING TEAM RECOMMENDATIONS**



**Action Items Analysis by Status Category**

**EDIT**

Standard	1 – Completed	2 – In Progress	3 – Future Plans	4 – Rejected	5 – No Action	Total per Component
1. School/Center Philosophy & Goals	2	0	0	0	0	2
2. School/Center and Community Relations	1	1	0	1	0	3
3. Educational Programs	9	0	0	0	0	9
English	3	1	0	0	0	4
Mathematics	5	1	0	0	0	6
PE/Health	4	2	0	0	0	6
Science	5	0	0	0	0	5
Social Studies	4	0	0	0	0	4
Special Education	3	0	0	0	0	3
Allied Health	3	0	0	0	0	3
Auto Body	8	0	0	0	0	8
Automotive	2	1	0	0	0	3
Carpentry	2	0	0	0	0	2
Computer Information Tech	4	1	0	0	0	5
Cosmetology	5	0	0	0	0	5
Culinary Arts	4	0	0	0	0	4
Drafting	0	0	0	0	6	6
Electrical	1	1	0	0	0	2
Electronics	7	0	0	0	0	7
Graphic Communications	3	0	0	0	0	3
HVAC-R	3	2	0	1	0	6
Metal Fabrication & Welding	5	0	0	0	0	5
Precision Machining Technology	7	0	0	0	0	7
4. Educational Media Services	2	0	0	0	0	2
5. Students Services	3	0	0	0	0	3
6. Students Records	3	0	0	0	0	3
7. School/Center Staff	3	0	0	1	0	4
8. Administration	5	0	0	0	0	5
9. Finance and Business Operations	3	0	0	0	0	3
10. School/Center Facilities	15	1	2	1	0	19
11. School/Center Atmosphere	6	0	0	1	0	7
Totals by Category	130	11	2	5	6	154
Percentage of Total	84.5%	7.1%	1.3%	3.2%	3.9%	100%

**Responses to Committee Recommendations**  
**From Notification Letters (Decennial, Two-Year Progress Report, Special Progress Report)**

**Recommendation:** Respond to the decennial report recommendations related to the Electrical Program.

**Response:** *The first recommendation was “completed”. The entire shop floor has been refurbished. The second recommendation is “in-progress” The Superintendent/Director is continuing to pursue the installation of solar panels on existing school structures supporting green technologies in the electrical curriculum and reducing the carbon footprint of South Shore VTHS.*

**Recommendation:** Design and implement a plan for the math department to collaborate with the technical staff.

**Response:** *Recommendation was “completed”. A plan was created to give engineering students engineering related math in the 2019-2020 SY schedule.*

*The focused visiting team still recommends expanding opportunities for collaboration between the math and technical education teachers through the Professional Learning Community model to integrate related math concepts and principles.*

**Recommendation:** Ensure that the science storage room is organized and that MSDS sheets are available.

**Response:** *Recommendation was “completed”. Department staff have re-organized the storage room. Appropriate storage lockers are in the science storage room with appropriate MSDS sheets.*

**Recommendation:** Address remaining storage space issues identified in the decennial report.

**Response:** *This recommendation continues to be “in-progress”. SSVT is continuing to implement plans for increasing shop storage by redesigning current shop floor plans, re-allocating existing shop space and has constructed a dedicated maintenance building on the property while waiting for the Massachusetts School Building Authority (MSBA) to approve capital improvements.*

**Recommendation:** Market the school by increasing the public's knowledge of the school's vocational and academic programs

**Response:** *This recommendation is “completed”. The “Viewbook” was created and has been distributed to all SSVT internal and external stakeholders. This is a printed document describing academic programs and each of the vocational programs including potential paths to postsecondary education and the workforce. There is an increased presence on social media with Twitter and Instagram accounts as well as maintaining an updated school website including an Alumni page. The IT department updates social media in real time as information is provided to them.*

*Although this recommendation has been initially completed, the focused visiting team recommends expanding the use of social media platforms for promoting school wide events both internally and externally to all South Shore VTHS stakeholders.*

**Recommendation:** Continue with upgrades to the physical space that are planned for the 2017 fiscal year

**Response:** *Many of these concerns have been “completed” and most will be completed during the summer of 2019. The Superintendent/Director continues to work in collaboration with staff and external stakeholders on improving the facility space concerns as SSVT waits for the Massachusetts School Building Authority (MSBA) to approve capital improvements.*



**PART THREE**

**ALIGNMENT WITH  
STANDARDS FOR ACCREDITATION**

**FA = Full Alignment**

**PA = Partial Alignment**

**INS = Insufficient Evidence for Alignment**

**1 School/Center Philosophy and Goals**

**Rating: FA**

South Shore continues to implement a comprehensive vision, mission and philosophy and goals statement that was developed with input from all stakeholders. This was a commendation of the Decennial visiting team and supported by the Five Year Focused Visiting team.

**2 School/Center and Community Relations**

**Rating: FA**

The school continues to have a strong network of advisory committee members and external stakeholders. An alumni association has been established and the Alumni coordinator has created a tab on the school website where former students can register for alumni news using a google form. Hiring a dedicated Work-Based Learning Coordinator has greatly increased the number of Co-op students.

**3 Educational Program**

**Rating: FA**

South Shore has developed Professional Learning Communities (PLCs) and scheduled common planning times for teachers to collaborate on best practices as well as investing in instructional resources that accommodate all learning styles and skill levels. They have continued to redesign and create instructional classroom spaces, which support effective instruction. The wireless infrastructure was expanded and a significant investment was made in instructional technology.

**4 Educational Media Services**

**Rating: FA**

The school has a well-developed library media curriculum that allows for collaboration among academics, trades, and the librarian to improve information literacy and research skills. This was a commendation of the Decennial visiting team and supported by the Five Year Focused Visiting team.

**5 Student Services**

**Rating: FA**

The guidance counselors have created a yearlong curriculum that covers the exploratory process, email writing, resumes and healthy decisions. All students complete four-year career plans which include a reflective component for college. The Guidance Department has an increased presence on social media platforms to engage families and other stakeholders.

**6 Student Records**

**Rating: FA**

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Staff are managing student records through PowerSchool, and attendance record keeping has been re-assigned to the vocational and main office staff.

**7 School/Center Staff**

**Rating: FA**

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A professional development committee has been established to take staff PD recommendations. This group meets annually to discuss and allocate funds for the following year's school wide professional development. Individually, staff have the ability to request professional development utilizing a request form housed in the main office.

**8 Administration**

**Rating: FA**

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There is a commitment to communication within the administration team, and with the teaching staff and students, to ensure consistency of expectations and excellence of service delivery for students and parents.

**9 Finance and Business Operations**

**Rating: FA**

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The financial resources of the school/center are capable of sustaining a sound educational program consistent with its stated philosophy and goals. An appropriate system of checks and balances is in place to ensure integrity in the collection and disbursement of all school/center funds. Up-to-date financial management software is now being utilized.

**10 School/Center Facilities**

**Rating: FA**

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With support from staff and the community, the Superintendent/Director is continues to redesign current shop floor plans and re-allocate existing shop space to increase instructional capacity and equipment storage. The facility is well maintained by maintenance staff and support from the students in the relatively new Horticulture program.

**11 School/Center Atmosphere**

**Rating: FA**

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The administrative team began this school year holding class assemblies and recognizing students and their achievements a regular basis. They have reinstating the pep rally, spirit week events, and whole school meetings to celebrate culture. These key events are highlighted on the school calendar as well as being noted on bulletin boards throughout the school.

## **PART FOUR**

### **SUMMARY**

The Focused Visiting Team recognizes the seriousness of purpose and dedication to students of the school, which is displayed by all staff members. Recommendations contained in the evaluation report have been addressed with professionalism and to date nearly 85 percent have been completed with most of the remainder in progress.

The Team was very pleased how seriously the school took the recommendations from the decennial visit and addressed them. The process of accreditation is key to the work of those involved in NEASC. South Shore VTTHS is a stronger school today than five years ago due to addressing recommendations related to the standards for career and technical schools accredited through NEASC.

### **COMMENDATIONS AND RECOMMENDATIONS**

**The Focused Visiting Team has agreed on the following commendations:**

- 1. Establishing a cohesive Leadership and Support Services team that works collaboratively to promote “student centered” learning focusing on educating the whole student.*
- 2. Continuing to implement plans for increasing instructional shop space and shop storage by: redesigning current shop floor plans, re-allocating existing shop space, and the construction a Maintenance building on the property while waiting for the Massachusetts school building authority to approve capital improvements.*
- 3. Increasing the number of students participating in the cooperative education work program by hiring a dedicated Work-Based Learning Coordinator.*
- 4. Utilizing a Special Education Paraprofessional as a “job coach” affording special education students the opportunity to participate in the cooperative education work program.*

**The Focused Visiting Team has agreed on the following recommendations:**

- 1. Expanding opportunities for collaboration between the math and technical education teachers through the Professional Learning Community model to integrate related math concepts and principles.*
- 2. Providing emergency evacuation maps at all exits in all areas of the school facility.*
- 3. Continuing to strengthen teacher professional growth and currency in content knowledge, through professional development aligning individual professional development plans with school goals.*
- 4. Continuing to pursue the installation of Solar panels on existing school structures supporting green technologies in the electrical curriculum and reducing the carbon footprint of SSVT.*
- 5. Expanding the use of social media platforms for promoting schoolwide events both internally and externally to all SSVT stakeholders.*