

Southeastern Technical Institute

Our Mission is to Transform Students into Lifelong Learners, and transition graduates into entry level positions within the career field.

The Vision of the Southeastern Technical Institute is to develop and refine programs that meet and support the needs of our students and industry partners.

The goals of Southeastern Technical Institute are organized around four core philosophies:

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| <p>Mastery of Foundation Skills:</p> <ul style="list-style-type: none">• To provide high quality and educationally sound programs that meet state, federal, and industry proficiency standards• To provide active learning opportunities in classroom, laboratory and workplace settings• To demonstrate the effectiveness of comprehensive programs by providing graduates with work ready skills and knowledge | <p>Development of Interpersonal Skills:</p> <ul style="list-style-type: none">• To prepare students to use proper communication skills within business or educational settings• To develop active listening, problem solving, and proper workplace etiquette• To provide an understanding and expectation of professional ethical behavior• To establish and maintain employer, industry, and community relationships to ensure contacts necessary for student success |
| <p>Proactive Student Engagement:</p> <ul style="list-style-type: none">• To provide effective student services that recognize individual differences and ensure successful student retention, graduation, and employability• To provide a school community that appreciates the strengths and contributions of all• To create a safe learning environment that allows individuals to take risks, express viewpoints, and experience the day to day challenges that build resilience | <p>Commitment to Stretch Learning Initiatives:</p> <ul style="list-style-type: none">• To expose students to current and emerging technologies for the purpose of personal and professional growth• To expose students to the rigors and relevance of their course of studies through tiered clinical and externships experiences• To prepare graduates for industry credentialing through a multitude of preparation options and opportunities |

STI Strategic Plan

2018-2020

GOAL 1 – Admissions: STI will meet its admission goal of 97% of capacity by the 2018-2019 school year.

| Area | Strategies | Cost | Timeline | Evaluation | Responsibility | Status |
|-------------------------------------|---|-------------|-------------------------------|---|--|------------------------------------|
| Marketing | | | | | | |
| | Continue funding SEO initiative | \$8,400 | Ongoing | Monthly SEO reports | P. Illsley | Ongoing |
| | Community Outreach | \$5,000 | Ongoing | Increase in applications | R. Jermyn | Ongoing |
| | Commercial & Program Infomercials – 15 sec | \$5,000 | Fall 2017 Winter 2018 | Tracking Feedback | P. Illsley/M. Wilcox | Ongoing |
| | Signage | \$1,000 | Fall 2016 – Ongoing | Front of building, high school lobby, identify additional needs | Support Staff | Ongoing |
| | Facebook Boost/Live | \$1,500 | Sept-August | Increased Facebook Likes and eventual applications | M. Wilcox | Ongoing |
| | Fall Campaign Direct TV Ad campaign Olympic package | \$1,200 | October 2017 February 2018 | Open House information General school information | M. Wilcox | Ongoing |
| Technology | | | | | | |
| | Online Applications | Fixed costs | Fall 2016 | Operational application | P. Illsley/M. Wilcox | Operational, gathering feedback |
| | Online Payment | Fixed costs | Spring 2017 | Operational payment system | P. Illsley/M. Wilcox | Operational, gathering feedback |
| | Admissions Database | Fixed costs | Fall 2016 | Operational | P. Illsley/M. Wilcox | Operational, gathering feedback |
| Streamline Admission Process | | | | | | |
| | Follow up procedures | Fixed costs | Ongoing | Increase in Applications | Support Staff | Ongoing |
| | MailChimp pro version | \$600/year | Ongoing | Weekly Flow Report | Support Staff | Ongoing |
| | Early Admission Orientations | Fixed costs | Spring 2017 | More students complete process earlier | Support Staff and Program Directors | Ongoing |
| Testing Options | | | | | | |
| | Choice of test | | 2016/2017 | Investigate and evaluate choices | M. Pepin | |
| | Computer based testing | | 2016/2017 | Investigate and evaluate choices | M. Pepin/P. Illsley/M. Wilcox | |

Goal 2 - Building Infrastructure – Facilities: By summer of 2019 STI will upgrade all identified infrastructure needs.

| Area | Strategies | Cost | Timeline | Evaluation | Responsible | Status |
|--|--|------------------|-----------------------|----------------------------|------------------------|-----------------------------|
| SimLab | | | | | | |
| | Design | \$3,000 | Spring 2017 | Project Completed | P. Illsley/M. Pepin | About to begin design phase |
| | Building | TBD | Summer 2018 | Project Completed | P. Illsley/M. Pepin | TBD |
| Radiology suite | | | | | | |
| | Design | \$3,000 | Spring 2017 | Project Completed | P. Illsley/T. Hassan | Completed |
| | Building | TBD | Summer 2017 | Project Completed | P. Illsley/T. Hassan | February - |
| Extension Campus | | | | | | |
| | Initial Approval COE | \$4,500 | Spring 2019 | Application Approved | CORE Team | Discussion phase |
| | Renovations | \$50,000 | Spring / Summer 2019 | Designed and implemented | L. Lopes / P. Illsley | |
| | Open extension campus | \$150,000 Yearly | Fall 2019 | Open for business | STI Staff | |
| | Full Approval COE | | Winter 2020 | Site visit & full approval | CORE Team | |
| Needs for future programs – Electrical, Plumbing, Precision Machining, Advanced Manufacturing/Welding | | | | | | |
| | Building | \$15,000 | Spring 2017 | Project Completed | P. Illsley | Ongoing |
| | Shops | TBD | Fall 2018 | Project Completed | P. Illsley | Dsucssion/Planning |
| Student Lounge Area | | | | | | |
| | Design | \$10,000 | Fall 2017 | Project Designed | L. Lopes / STI Staff | Pending |
| | Funding | | FY17 – FY19 | Project Funded | L. Lopes / P. Illsley | |
| | Building | \$1,000,000 | Summer 2019 | Project Completed | L. Lopes / P. Illsley | |
| Technology | | | | | | |
| | Replace Rm 2-128 PC's | \$22,000 | 2016-2018 | Project Completed | P. Illsley | Completed |
| | Replace Laptops | \$36,000 | 2016-2018 | Project Completed | P. Illsley | Ongoing |
| | Expand Bandwidth | SERSD | Summer 2016 | Project completed | P. Cleary | Completed |
| | Improve Wireless hardware | SERSD | Summer 2018 | Project Completed | P. Cleary | Planning |
| | g-mail / Google Drive / Google Classroom | | Fall – 2016 – Ongoing | Implementation school-wide | P. Illsley & STI Staff | Completed |

Goal 3 - New Program Development: By Fall of 2019 STI will begin four new Chapter 74 programs.

| Area | Strategies | Cost | Timeline | Evaluation | Responsibility | Status |
|--------------------------------------|---|-----------|--|--|-------------------------------|---|
| Develop four new Chapter 74 Programs | | | | | | |
| | Creation of Chapter 74 Applications and approval Electrical & Plumbing | \$3,000 | Winter – Fall 2016 | Completed and Approved Application | D. Degan/P. Illsley/C. Barros | Complete |
| | COE Approval | \$1,000 | Fall 2016 | Approved | P. Illsley/C. Barros | Complete |
| | Curriculum Development and Staffing | \$5,000 | Fall 2016 – Spring 2017 Winter 2018 | Completed Curriculum and Staff in place | P. Illsley/C. Barros | Ongoing |
| | Marketing | - | Fall 2016 – Fall 2017 | Interest in programs | P. Illsley/Support Staff | Ongoing |
| | Staffing & Supplies | \$120,000 | Fall 2017 – Summer 2018 | Successful 1 st year of program | P. Illsley/Support Staff | Ongoing |
| | Development of Advisory Committees | | Fall 2017 | Committee in Place | P. Illsley/C. Barros | Complete |
| | Creation of Chapter 74 Applications and approval Carpentry & CNC Machining, now Advanced Manufacturing/Welding and Precision Machining DESE application process has changed | \$3,000 | Winter – Fall 2018 | Completed and Approved Application | P. Illsley/C. Barros | Ongoing |
| | COE Approval | \$1,000 | Fall 2018 | Approved | P. Illsley/M. Pepin | |
| | Curriculum Development and Staffing | \$5,000 | Fall 2018 – Spring 2019 | Completed Curriculum and Staff in place | P. Illsley/C. Barros | |
| | Marketing | - | Fall 2018 – Fall 2019 | Interest in programs | P. Illsley/Support Staff | |
| | Staffing & Supplies | \$120,000 | Fall 2019 – Summer 2020 | Successful 1 st year of program | P. Illsley/Support Staff | |
| Dual Enrollment | | | | | | |
| | Implement dual enrollment with district high schools in select programs | | May 2017- January 2019 | Successful program implementation | P. Illsley/L. Lopes | Contracts with Brockton and Norton - Discussions and contracts with district high schools |

Goal 4 – Accreditation: By 2018 STI will complete the Institutional Accreditation. Begin preparation for Nursing Program Accreditation.

| Area | Strategies | Cost | Timeline | Evaluation | Responsibility | Status |
|---|--|---------|-----------------------|---------------------------------|--------------------------------|---------------|
| Institutional Accreditation – COE | | | | | | |
| | Develop Timeline for COE | - | Fall 2015 | Timeline completed | P. Illsley/M. Pepin/P. Illsley | Complete |
| | Develop Budget (conference and site visit) | - | Fall 2016-Fall 2017 | Budget Approved | P. Illsley/M. Pepin/P. Illsley | Completed |
| | Developing sub-groups, gathering, and creating | \$5,000 | Fall 2016 – Fall 2017 | Draft of standards and criteria | P. Illsley/M. Pepin/P. Illsley | In Process |
| | Attending COE Conference | \$3,500 | Summer 2017 | Attend Conference | P. Illsley/M. Pepin | July 2017 |
| | Organize final draft of report | - | Fall 2017 | Completed self study | P. Illsley/M. Pepin/P. Illsley | |
| | Site visit | \$5,000 | Spring 2018 | New six year approval | P. Illsley/M. Pepin/P. Illsley | |
| Program Specific Accreditation - Nursing | | | | | | |
| | State rules and regulation revision | - | Spring 2016 | Timeline available | M. Pepin/PN Faculty | In Process |
| | Develop Budget | TBD | | Budget approved | M. Pepin/PN Faculty | FY2019 budget |
| | Developing sub-groups, gathering, and creating | TBD | Winter 2018 - ongoing | | M. Pepin/PN Faculty | |
| | Attending Conference | TBD | 2018 | | M. Pepin/PN Faculty | |
| | Organizing final draft of report | TBD | TBD | | M. Pepin/PN Faculty | |
| | Site visit | TBD | TBD | | M. Pepin/PN Faculty | |

Goal 5 - Student Support: By 2018 STI will evaluate and upgrade student support services schoolwide.

| Area | Strategies | Cost | Timeline | Evaluation | Responsibility | Status |
|------------------|--|---------|-------------------------------------|---|----------------------|-----------------------------------|
| Technology | | | | | | |
| | Intranet | \$2,500 | Fall 2017 – Spring 2018 | Intranet functioning | P. Illsley/M. Wilcox | Planning Phase |
| | Bandwidth | SERSD | Fall 2016 | Consistent access to web learning resources | P. Illsley/M. Pepin | Increased And again in summer |
| | Digital 1:1 initiative | TBD | Fall 2016 – Spring 2019 | TBD | STI Staff | Discussion |
| | Student printing needs | TBD | Ongoing | Solutions to student printing needs | STI Staff | New software |
| Academic Support | | | | | | |
| | Summer Camp | \$2,500 | Summer 2016 - 2019 | Student attendance at summer camp and successful retention in program | STI Staff | Plan for 2018 |
| | Boot Camp | \$2,500 | Fall 2016 Fall 2017 Fall 2018 | Student attendance at Boot camp and successful retention in program | STI Staff | Comp 2016-2017 Review for 2018 |
| | Peer Tutors | \$2,000 | 2016 – 2019 school years | Student participation and successful retention in program | STI Staff | Slight improvement but not enough |
| | Professional Development Focus area – Language and Content Strategies, Adult Learners, Engaging students beyond the classroom | \$2,000 | 2016-2019 school year | Implementation of new Strategies | STI Staff | Plan for 2018-2019 school year |