



## Action Plan

### CTECS Admissions Program – Ensuring 9-12 Student Applicant Equitable Access

Date	Action Step	Purposeful Outcome(S)	Effectiveness Assessment(s)	Personnel Responsible	Required Follow Up	Timeline for Follow Up
8.24	Elimination of CTECS Safety Committee	Student applicants are no longer denied access by a safety committee to CTECS because of prior disciplinary history	CTECS student acceptance rates will increase by 25% - 35% Wait listed students will decrease by 25%-35% (where allowed by contracted class sizes)	Executive Director Interim Supt Director of Admissions Counselors School Admin	Monthly tallies tracked for acceptance rates and for wait lists	August 2024 and continuing monthly for each academic year
Date	Action Step	Purposeful Outcome(S)	Effectiveness Assessment(s)	Personnel Responsible	Required Follow Up	Timeline for Follow Up
8.24	Development, roll out and implementation of CTECS systemwide	<ul style="list-style-type: none"> <li>Implementation of seamless lottery admissions process</li> </ul>	<ul style="list-style-type: none"> <li>Equalized admissions rates for all students based</li> </ul>	Executive Director Interim Supt Director of Admissions Counselors	Monthly review of CTECS admissions rates for all students as compared to CT EdSight data	September 2024 and continuing monthly for each academic year

	Admissions Lottery System	<ul style="list-style-type: none"> <li>• Elimination of admissions biases</li> <li>• Guarantees admissions application consideration for all students</li> </ul>	<p>upon CT EdSight data)</p> <ul style="list-style-type: none"> <li>• Improved efficiency of Admissions process</li> <li>• Faster admissions results for parents and students</li> </ul>	School Admin	<p>Adherence to admissions process timeline</p> <p>All admissions results determined and reported to parents and students on or before August 1st</p>	<p>November 1<sup>st</sup> – August 1<sup>st</sup> Annually</p> <p>Annually on or before August 1st</p>
Date	Action Step	Purposeful Outcome(S)	Effectiveness Assessment(s)	Personnel Responsible	Required Follow Up	Timeline for Follow Up
10.24	Formation of CTECS Admissions Equity Taskforce	The Taskforce will meet monthly to provide consistent and continuous oversight of all processes and practices related to equitable student admissions will provide corrective actions and recommendations for improved outcomes when needed	See Above	Executive Director Interim Supt Director of Admissions Director of SPED SDE Representation Counselors School Admin	Outcomes and recommendations as reported and published	October 2024 and continuing monthly for each academic year
Date	Action Step	Purposeful Outcome(S)	Effectiveness Assessment(s)	Personnel Responsible	Required Follow Up	Timeline for Follow Up
11.24	Provision of Admissions Professional Development,	Annual participation in admissions-based PD, Workshops and site visits designed to	Ensures continuous improvement of current and future	Executive Director Interim Supt	Active annual participation in training and PD opportunities	2024-25 Academic year and continuing annually

	Workshop, Site Visit opportunities for CTECS Admissions leadership	improve and enhance current and future CTECS practices for Admissions leadership	admissions practices and expands understanding and knowledge base for all Admissions practitioners	Director of Admissions Director of SPED SDE Representatives Counselors School Admin		
<b>Date</b>	<b>Action Step</b>	<b>Purposeful Outcome(S)</b>	<b>Effectiveness Assessment(s)</b>	<b>Personnel Responsible</b>	<b>Required Follow Up</b>	<b>Timeline for Follow Up</b>
05.25	Annual CTECS Admissions Taskforce Evaluation of Current CTECS Admissions Practices and Outcomes	The Taskforce will develop and conduct an annual data-based evaluation of all current CTECS admissions practices and outcomes. A copy of the completed evaluation will be provided to the CT SDE for review and feedback.	Identification and reporting of measurable data based outcomes will further ensure continuous improvement of current and future admissions practices	Executive Director Interim Supt Director of Admissions Director of SPED SDE Representatives Counselors School Admin	A copy of the completed evaluation will be provided annually to the CT SDE for review and feedback.	2024-25 Academic year and continuing annually thereafter