

# DECATUR PUBLIC SCHOOL DISTRICT 61

# STRATEGIC PLAN II 2007-2012

REVISED JANUARY 2010

GLORIA J. DAVIS, SUPERINTENDENT

*"TEACHING AND LEARNING EVERY CHILD – EVERY DAY"* 

### Introduction

#### Purpose

The primary purpose of the Decatur Public School District #61 is to successfully educate all students to the highest level. Our upmost mission should always be to provide a quality educational program to each and every student, regardless of the academic need or family background.

In order to achieve this purpose, the administration has developed a Strategic Plan that addresses the four primary goals of the district. These goals and interventions provide the framework for increased academic achievement and improved instruction for all students.

#### **Philosophy and Beliefs**

The Strategic Plan seeks to outline the goals, responsibilities, and action steps which the administration believes should shape education for the future. It is intended to provide a challenging, common-sense blueprint for our staff, students, and community members to make successful academic achievement a reality for every student. The plan is built upon the following:

- We believe we must make "Academic Achievement" a priority –everything else comes second.
- We believe we must "raise the bar" by maintaining high expectations and academic quality for all students.
- We believe we must "close the gap" in academic performance by assuring that all students have access to high-quality education-regardless of their background, family circumstances, place of birth, or disability; it is not an either/or proposition. Improved achievement for students who are not learning well should not be secured at the expense of others. We must provide opportunities for all

students to excel, without falling into the trap of setting high expectations for some and minimum standards for others.

- We believe we must emphasize in-depth learning. Mastery of basic skills is "essential" but not adequate for tomorrow's citizens. Children need to acquire the intellectual tools for critical thinking and informed decision-making as well as the ability to use technology for academic and work related purposes. At the same time students must have opportunities to practice new skills and apply their knowledge in real-life situations.
- We believe it is essential to actively involve parents, business partners, and community leaders in the continual effort to strengthen and enhance our district. The entire community is the ultimate beneficiary of a strong public school system.

#### Background

The status quo is a ticket to "no progress for students." Why? Because the world around us is continuously changing. The Decatur Public School District needs to prepare students for a profoundly different future. Our community is faced with very different challenges in today's society. The students of the past are no longer here and as current census data tells us, they are not returning. Therefore, it is crucial to look at new and different ways of meeting the 21st Century needs of the students we teach today.

Continuing to educate students as we have in the past will not produce the necessary <u>results</u> for the present day learner. An emphasis on results is central to district <u>success</u>.

This Strategic Plan focuses on the importance of developing new and different programs and processes that will enable the district to achieve measurable results for the benefit of all students.

#### Process

Our current five year strategic plan was created in 2002 and has served our district as the guiding force for many major improvements. Looking ahead in the spring of 2005, we began a process to renew this plan for the next five years. We held two well-attended community-wide planning meetings to gather and discuss feedback on our performance on current goals as well as solicit ideas on how best to position the district for the future.

Beginning in the fall of 2006, the Board of Education and Administration developed a robust set of initiatives to increase the rigor in our schools as well as restructure our staff to increase accountability to the academic needs of our students. As part of these initiatives, a series of eight community and staff meetings were held to continue to gather input on goals and expectations of our constituents. Participants were given opportunities to form small groups to discuss the mission, strengths, and areas for improvement within our district. These meetings formed the basis for our new five year strategic plan.

A careful review of all input gathered over the last two years reveals that we need to focus on improvements in four major goal areas:

- I. Improving Academic Achievement
- II. Promoting a Positive Learning Environment
- III. Fostering Trusting Relationships Among Staff
- IV. Maximizing Parent and Community Involvement

With these clear goals in mind, Superintendent Gloria J. Davis formed several committees to brainstorm strategies and actions to address these goals. Participation on these committees included administrators, staff, union leadership, and key community leaders. Starting in January of 2007, these committees met numerous times to forge and refine strategies and

action plans that addressed critical needs. A heavy emphasis was placed on accountability and clear timelines for each strategy. After months of honest discussion, open debate, and consensus building among a broad range of participants, these proposals were ready for final approval in May of 2007.

This Strategic Plan is a working document. It provides a framework for systemic change throughout the district to first and foremost improve student achievement and to successfully implement the vision, mission, and goals of Decatur Public Schools. With the approval of the Board of Education, the plan will charter a broad range of bold initiatives designed to provide an education for our students that is second to none. An annual review of performance on each goal area will be presented at our public board meeting.

The plan is available for viewing to all members of the community by inquiring at any school, the Keil Administration Building at 101 W. Cerro Gordo in Decatur, or on our Web site, www.dps61.org. We encourage continual feedback and make a commitment to express the community's thoughts in an ongoing manner.

Decatur Public School District #61 thanks everyone who participated in the process. We are all stakeholders, whether you have children who are currently in school or have never had a child in the district. It is very important that you know that you have an investment in our young people. The quality of life that Decatur citizens enjoy relies on our ability to shape our future through our youth.

#### Decatur Public School Board of Education – June 2007

### **Our Core Values**

- All students will be given equal opportunity and access to quality teaching and experiences, so they can learn, want to learn, and must learn.
- Students, parents, teachers, support staff, administrators, and community must set high expectations for student learning and behavior.
- All students will be motivated and challenged to achieve their full potential through experiences that develop intellectual, emotional, social and physical skills and knowledge.
- Optimal learning takes place in an environment that is safe, positive, and caring; and when all are respectful of each other and the learning process.
- Quality teachers and teaching practices are vital to the success of our students and our schools.
- Every teacher will have access to appropriate resources and continued professional growth in order to challenge all students.
- The success of our students and our schools depends upon a partnership among students, parents, the community, the board, and the staff.

- All students, parents, teachers, support staff, administrators, and our community have rights, roles, and responsibilities for which they are accountable.
- Parents have a responsibility to ensure their students arrive at school ready to learn.
- Students, teachers, and parents must be held accountable for achievement.
- The purpose of public education is to provide all students with the necessary training and experience to become productive citizens and life-long learners.
- The District will be fiscally responsible as it provides an educational program for the students.
- > Education is the responsibility of all citizens.
- An actively engaged community is crucial to each student's success.
- The success of our students is vital to the success and growth of our community.

## Our Vision

All students will become responsible, caring and productive citizens of society in a setting where:

- Students, parents, staff, and community share responsibility;
- > District leadership motivates and influences people, policies, and decisions on multiple levels; and
- > All financial and other resources are used effectively and efficiently.

### **Our Mission**

### "We are committed to educating all students for life-long success."

### What this means ....

We possess a passion for educating our students and will persevere on their behalf. We will use proven, effective teaching practices that inspire, engage, and connect students to learning. We will build an intellectual, social, physical, and emotional foundation for every single student that will produce a lifetime love of learning; respect for diversity; and a healthful, productive, and balanced life.

### **Those Who Participated**

#### 2007 Goal Committees:

**Goal 1:** Marla Robinson (Chair), Bobbi Williams, Dan Fuentes, Jan Mandernach, Debra Bandy, Brieda Roach, Dan Brown, Shannen Ray, Paula Busboom, Dan Winter, Linda Anderson, Deborah Wiley, Matt Andrews, Deanne Hillman, Jo Wrigley, Brian Hodges, Alida Graham, Sarah Oakes, Stephanie String, Carole Hill

**Goal 2:** Brian Hodges (Chair), D.R. Roberts, Jackie Bullard, Kathy Thompson, April Hicklin, Jim Forrester, Paula Busboom, Marla Robinson, Debbie Hoffert, Dan Brown, Martin Getty, Deanne Hillman

**Goals 3 & 4:** Dawn Hunter (Co-Chair), Bobbi Williams (Co-Chair), Laura Cornille-Cannady (Learning Alliances Company), Russ Proch (Jones and Thomas), Jesse Price (Caterpillar), Dan Brown, Paula Busboom, Renee Burdick, Max Burgstahler, Steve Clark, Carla Burger, Randy Dotson, Martin Getty, Drew Goebel, Alida Graham, Deanne Hillman, Debbie Holeman-Shipp, Mike Sotiroff

### **Decatur Public Schools Board of Education:**

Dr. Janice Mandernach (President), D.R. Roberts (Vice-President), Dan Oakes, Kevin Moore, Terry Robinson, Jackie Bullard, Dan Winter

### **Current Decatur Public Schools Board of Education:**

Dan Winter (President), Dr. Janice Mandernach (Vice-President), D. R. Roberts, Terry Robinson, Dan Oakes, Kevin Moore, Lavell Peete

Strategic Plan Chairperson: Brian Hodges

District Superintendent: Gloria J. Davis

## Acceptance of the Board of Education

We look forward to the Superintendent and staff accomplishing our vision for District 61 over the next two years. We realize that this plan is a work in progress and as implemented will affect the entire community. We appreciate receiving periodic reports on actions taken and targets met. The continued efforts of the Superintendent and her staff are appreciated as we join in partnership with our community to educate all students for life-long success.

In an effort to assist District 61 with becoming one of the premier educational systems in the nation, the Board of Education hereby adopts this Strategic Plan as presented this \_\_\_\_\_\_ day of \_\_\_\_\_\_, 2010.

Gloria J. Davis, Superintendent Dan Winter, President, District 61 Board of Education

1. Improve Academic Achievement to Ensure All Students Are At or Above Grade Level At The End Of Each Grade Level

A. Implement Best Practices in Instructional Strategies



| Action   | Action Manager                       | Team  | Results/Timeline  | Measures  |
|--|--------------------------------------|---|---|---|
| 1. Sustain and monitor<br>implementation of Professional<br>Learning Community (PLC)<br>Practices. | Director of Teaching<br>and Learning | Principals<br>Building Level Teams<br>District Leadership Team<br>Instructional Specialists | Build administrator and teacher<br>leadership capacity each year<br>with full implementation by<br>August 2012. | PLC Meeting Agendas<br>PLC Full Day Evaluations<br>PLC Support Team Evaluations<br>Instructional Walk-Through<br>Data<br>Classroom Observations<br>Follow-up Monitoring Forms |

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| Action                               | Action Manager  | Team                      | Results/Timeline                 | Measures                      |
|--------------------------------------|-----------------|---------------------------|----------------------------------|-------------------------------|
| 2. Facilitate effective alignment of | Assistant       | Director of Teaching and  | Districtwide curriculum audit    | Curriculum Guides completed,  |
| the Illinois Learning Standards      | Superintendents | Learning                  | needs to be conducted. Select a  | distributed and being used by |
| (Framework), local curriculum        |                 | Instructional Specialists | company to execute the audit.    | principals, teachers and      |
| instruction, assessments, and        |                 | Building Administrators   | Analyze audit results and        | instructional staff           |
| professional development.            |                 | Curriculum Task Forces    | develop an implementation plan   |                               |
|                                      |                 | Teachers                  | and timeline. Plan will be       |                               |
|                                      |                 | Student Assessment Action | submitted to the                 |                               |
|                                      |                 | Group                     | Superintendent in August 2010.   |                               |
|                                      |                 | Special Education         |                                  |                               |
|                                      |                 | Administrators            | Comprehensive Pre-K -12          |                               |
|                                      |                 |                           | Reading and Math Curriculum      |                               |
|                                      |                 |                           | Guides developed and             |                               |
|                                      |                 |                           | distributed to all teachers and  |                               |
|                                      |                 |                           | instructional staff by May 2011. |                               |
|                                      |                 |                           | Comprehensive Pre-K -12 Social   |                               |
|                                      |                 |                           | Studies and Science Guides       |                               |
|                                      |                 |                           | developed and distributed to all |                               |
|                                      |                 |                           | teachers and instructional staff |                               |
|                                      |                 |                           | by May 2012.                     |                               |

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| Action                                | Action Manager        | Team                      | Results/Timeline                 | Measures                      |
|---------------------------------------|-----------------------|---------------------------|----------------------------------|-------------------------------|
| 3. Implement and sustain co-          | Assistant Director of | Instructional Specialists | Increase percentage of special   | Special Education Least       |
| teaching practices.                   | Special Education for | Building Administrators   | education students being taught  | Restrictive Environment Data, |
|                                       | Decatur               | Special Education         | in general education/co-taught   | ISAT Data,                    |
|                                       |                       | Administrators            | settings (85% by 2010 child      | Think Link Data,              |
|                                       |                       |                           | count).                          | Class Lists and Student       |
|                                       |                       |                           |                                  | Schedules,                    |
|                                       |                       |                           | Increase student achievement of  | Teacher training evaluations  |
|                                       |                       |                           | all students taught in co-taught |                               |
|                                       |                       |                           | settings to AYP targets or       |                               |
|                                       |                       |                           | growth of at least 10% increase  |                               |
|                                       |                       |                           | in reading and math annually.    |                               |
| 4. Implement and sustain              | Director of Teaching  | Gifted Strategists        | Percent of students meeting and  | Classroom observations        |
| differentiated instruction practices. | and Learning          | Instructional Specialists | exceeding state standards will   | Professional development      |
|                                       |                       | Teachers                  | meet yearly state targets or     | session evaluations           |
|                                       |                       | Principals                | increase by at least 10 percent  | Instructional Walk through    |
|                                       |                       |                           | each year.                       | Data                          |
|                                       |                       |                           |                                  | Think Link and DIBELS Data    |
| 5a. Monitor the program and           | Director of Teaching  | Gifted Strategists        | Preliminary Gifted Summary       | Survey Data                   |
| practices of Gifted Services.         | and Learning          | Parents                   | Report to the Superintendent by  | Professional Development      |
|                                       |                       | Principals                | May 2010.                        | Session Evaluations           |
|                                       |                       |                           |                                  | Follow-up Monitoring Forms    |
|                                       |                       |                           | Final recommendations to the     |                               |
|                                       |                       |                           | Superintendent by January        | Analyze composition of        |
|                                       |                       |                           | 2011.                            | students on gifted list and   |
|                                       |                       |                           |                                  | student achievement data      |

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A. Implement Best Practices in Instructional Strategies



| Action  | Action Manager                       | Team  | Results/Timeline   | Measures   |
|---|--------------------------------------|---|--|--|
| 5b. Investigate establishment of a Gifted Center.   | Director of Teaching<br>and Learning | Gifted Strategists<br>Parents<br>Principals                       | Recommendations were made to the Superintendent by January 2008  | Written documentation and<br>recommendations were<br>delivered; resources in terms<br>of a building and funding are<br>being sought.   |
| 6. Continue to increase the<br>number of individual students<br>taking Advanced Placement (AP)<br>honors classes; increase the<br>number of students who take the<br>AP test, and the number of<br>students scoring high enough to<br>get college credit. | Assistant<br>Superintendents         | Principals<br>Instructional Specialists<br>Teachers<br>Counselors | The number of Advanced<br>Placement classes will be<br>determined by the number of<br>students that sign up for AP<br>classes in January each year.<br>Increase the number of AA<br>students that enroll in AP<br>classes. Increase the number of<br>mid-level students taking AP<br>classes. Provide professional<br>development to counselors,<br>teachers and administrators to<br>deepen their knowledge of AP<br>programs so they can encourage<br>and recruit students into the AP<br>program. The number of<br>students taking AP tests will be<br>monitored by teachers and<br>counselors during signups for<br>testing with the goal of more<br>students taking the test. | AP student class enrollment<br>numbers will be evaluated for<br>increases. Listing of what<br>students are enrolled in AP<br>classes (race, sex, grade level)<br>will be developed each<br>August. The AP test numbers<br>will be measured in August of<br>each year from actual<br>numbers of students who<br>took the test in the Spring.<br>Data will also be collected and<br>shared to reflect the number<br>of students scoring at levels 3,<br>4 and 5. |

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| Action                             | Action Manager      | Team                      | Results/Timeline                 | Measures                     |
|------------------------------------|---------------------|---------------------------|----------------------------------|------------------------------|
| 7. Expand quality extended         | Director of Special | Principals                | Increase the number of quality   | Number of programs           |
| learning opportunities outside the | Programs            | Counselors                | extended learning                | Data from attendance reports |
| school day for students Pre-K      |                     | Instructional Specialists | opportunities/programs by 3      | Student achievement data     |
| through 12th Grade.                |                     | Director of Human         | sites each year with a target of | from sources such as Think   |
|                                    |                     | Resources                 | 12 program sites by 2012,        | Link, SRI, etc               |
|                                    |                     | Grants Administrator      | depending on funding.            |                              |
|                                    |                     | Extended Learning         |                                  |                              |
|                                    |                     | Coordinator               | Improve average attendance of    |                              |
|                                    |                     |                           | participants attending programs  |                              |
|                                    |                     |                           | 30+ days from 31% to 60%.        |                              |
|                                    |                     |                           | Improve student achievement of   |                              |
|                                    |                     |                           | attendees as determined by       |                              |
|                                    |                     |                           | each academic assessment.        |                              |

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| Action                             | Action Manager  | Team              | Results/Timeline                 | Measures                        |
|------------------------------------|-----------------|-------------------|----------------------------------|---------------------------------|
| 8. Implement and monitor high      | Assistant       | Principals        | Evaluate the effectiveness of    | A survey of students, staff and |
| school programs for effectiveness. | Superintendents | Director of Human | Small Learning Communities in    | administration will be taken    |
| Evaluate the Bridge/Advisory       |                 | Resources         | both high schools by May of      | along with data collection on   |
| programs, implement the ACT/       |                 | Teachers          | 2010.                            | achievement and other non-      |
| Cambridge program and provide      |                 |                   |                                  | academic performance            |
| professional development to areas  |                 |                   | The Bridge/Advisory program in   | (truancy, behavior, tardiness)  |
| of weakness. Monitor and evaluate  |                 |                   | the high schools will be         | will be used to evaluate the    |
| effectiveness of Small Learning    |                 |                   | evaluated during the 2009-2010   | Small Learning Communities      |
| Communities.                       |                 |                   | school year.                     | in May of 2010.                 |
|                                    |                 |                   |                                  | A Bridge/Advisory program       |
|                                    |                 |                   | Implement the ACT/Cambridge      | evaluation will be completed    |
|                                    |                 |                   | program by December of 2009      | by a team of District           |
|                                    |                 |                   | and monitor the effectiveness of | Administration and DEA          |
|                                    |                 |                   | the program in July of 1010.     | members by June of 2010.        |
|                                    |                 |                   |                                  | ACT test results will be used   |
|                                    |                 |                   |                                  | to determine success of the     |
|                                    |                 |                   |                                  | ACT/Cambridge program, July     |
|                                    |                 |                   |                                  | 2010. Annual Secondary          |
|                                    |                 |                   |                                  | Education Report to             |
|                                    |                 |                   |                                  | Superintendent and Board of     |
|                                    |                 |                   |                                  | Education, July 2010.           |

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A. Implement Best Practices in Instructional Strategies



| Action   | Action Manager                                   | Team   | Results/Timeline  | Measures  |
|--|--|--|---|---|
| 9. Evaluate the impact of<br>instructional assistants in all<br>Kindergarten and 1st Grade<br>classrooms.                  | Assistant<br>Superintendents                     | Principals<br>Teachers<br>Teaching Assistants  | A survey of assistants, teachers,<br>and principals was completed in<br>June of 2008 showing positive<br>results.<br>A survey will be completed of<br>the same persons by May of<br>2010.<br>Analysis of student data<br>including DIBELS, Think Link,<br>Peabody, retention rates,<br>discipline referrals.  | Report and recommendations<br>to the Superintendent in June<br>of 2010.               |
| 10a. Implement and sustain the<br>Digital Classroom concept in all<br>District Classrooms based on<br>available resources. | Director of<br>Management<br>Information Systems | Director of Teaching and<br>Learning<br>Director of Special<br>Programs<br>Director of Buildings and<br>Grounds<br>Assistant Superintendents | All PreK-8 classrooms will have<br>Digital SmartBoards, Document<br>Cameras, and Responder<br>Systems purchased with<br>Stimulus funds by December<br>2010. District budget will<br>include provisions for ongoing<br>support and a yearly<br>replacement cycle. A plan for<br>High Schools will be delivered to<br>the Superintendent by January<br>2011 (after the Decision 4<br>Decatur referendum in<br>November 2010). | Classroom Inventory<br>District Budget<br>Yearly Replacement Plan<br>High School Plan |

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A. Implement Best Practices in Instructional Strategies



| Action   | Action Manager                       | Team  | Results/Timeline   | Measures  |
|--|--------------------------------------|---|--|---|
| 10b. Implement and sustain Digital<br>Classroom training for all teachers.   | Director of Teaching<br>and Learning | Director of Management<br>Information Systems<br>Director of Special<br>Programs<br>Instructional Specialists           | Level I Training complete prior<br>to installation. Level II Training<br>complete within 6 months of<br>installation. Ongoing series of<br>Level II training provided. | Survey Data<br>Instructional Walk Through<br>Data<br>Classroom Observations<br>Sign-In Sheets<br>Completed Training Manual  |
| 11. Leverage online resources such<br>as Moodle and DPSWeb to post<br>lesson plans and interactive<br>professional development<br>opportunities. | Director of Teaching<br>and Learning | Director of Management<br>Information Systems,<br>Principals, District<br>Leadership Team,<br>Instructional Specialists | Preliminary review by May 2010.  | Pre and Post Survey Data<br>DPSWeb Usage Report   |
| 12. Implement consistent parent<br>conference / open house schedule<br>and practices.  | Assistant<br>Superintendents         | District Leadership Team<br>Principals  | Maintenance of consistent<br>schedules for open houses and<br>parent conferences   | Parent conference and open<br>house schedules.<br>100% of students' parents<br>having a teacher conference<br>at the elementary level<br>100% of students' parents<br>contacted and invited for<br>conferences at the secondary<br>level.<br>100% of students' parents<br>having a teacher conference<br>at the secondary level if the<br>student is failing the class. |

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| Action                             | Action Manager        | Team                      | Results/Timeline                  | Measures       |
|------------------------------------|-----------------------|---------------------------|-----------------------------------|----------------|
| 13. Implement systematic tiered    | Assistant Director of | District Leadership       | 100% of students identified in    | Building plans |
| system of interventions aligned to | Special Education for | Curriculum Team, Special  | specific tier of intervention has | Student plans  |
| individual student needs and       | Decatur               | Education Administrators, | corresponding plan of             |                |
| monitored with fidelity.           |                       | Principals, Instructional | intervention by May 2011.         |                |
|                                    |                       | Specialists, Teachers     |                                   |                |
|                                    |                       |                           | Increase student achievement      |                |
|                                    |                       |                           | to AYP targets or growth of at    |                |
|                                    |                       |                           | least 10% increase in reading     |                |
|                                    |                       |                           | and math annually.                |                |

1. Improve Academic Achievement to Ensure All Students Are At or Above Grade Level At The End Of Each Grade Level

B. Recruit and Retain a Diverse, Highly Qualified Staff



#### Responsibility For This Strategy: Director of Human Resources

| Action                                | Action Manager    | Team              | Results/Timeline                    | Measures                                     |
|---------------------------------------|-------------------|-------------------|-------------------------------------|--|
| 1. Review and analyze factors         | Director of Human | Principals        | Develop an online survey for        | Survey in use by May 2010                    |
| impacting teacher attrition and       | Resources         | Special Education | teachers who leave the district     | Data review and                              |
| make recommendations to the           |                   | Administrators    | by May 2010.                        | recommendations to                           |
| Superintendent to minimize these      |                   |                   | Use survey to gather data in        | Superintendent in March                      |
| factors.                              |                   |                   | terms of who leaves the district    | 2011   |
|                                       |                   |                   | and why they leave.                 | Annual Human Resources<br>update each Spring |
|                                       |                   |                   | Results of review and               |  |
|                                       |                   |                   | recommendations to the              |  |
|                                       |                   |                   | Superintendent by March 2011        |  |
|                                       |                   |                   | Teachers leaving by choice will     |  |
|                                       |                   |                   | decrease annually by 10%            |  |
|                                       |                   |                   | beginning in 2012                   |  |
| 2. Increase number of minority        | Director of Human | Principals        | Number of minority teachers         | Annual Minority Staffing                     |
| staff, with an emphasis on            | Resources         | Recruiting Teams  | hired will increase by five (5) per | Report                                       |
| teachers.                             |                   |                   | year.                               |  |
|                                       |                   |                   | Number of other minority staff      |  |
|                                       |                   |                   | maintained or increased.            |  |
| 3. In hard-to-fill areas such as Math | Director of Human | Principals        | Number of classes taught by         | Annual Human Resources                       |
| and Special Education, decrease       | Resources         |                   | long-term substitutes will          | update to the Board of                       |
| use of long-term substitutes and      |                   |                   | decrease annually.                  | Education                                    |
| retirees hired to teach full time.    |                   |                   | Number of retired teachers          |  |
|                                       |                   |                   | hired to teach full time will       |  |
|                                       |                   |                   | decrease annually.                  |  |

1. Improve Academic Achievement to Ensure All Students Are At or Above Grade Level At The End Of Each Grade Level

B. Recruit and Retain a Diverse, Highly Qualified Staff



#### Responsibility For This Strategy: Director of Human Resources

| Action                            | Action Manager       | Team                      | Results/Timeline                  | Measures                      |
|-----------------------------------|----------------------|---------------------------|-----------------------------------|-------------------------------|
| 4. Expand the Principal Mentor    | Director of Teaching | Assistant Superintendents | Program enhanced by June 2010     | Pre-Post Survey Data          |
| Program.                          | and Learning         | Director of Human         |                                   | Professional Development      |
|                                   |                      | Resources                 |                                   | Session Evaluations           |
|                                   |                      | Principals                |                                   | Administrator Retention Rates |
| 5. Evaluate and revise Human      | Director of Human    | District Leadership Team  | Possible pilot programs in Spring | New practices established     |
| Resources interviewing and hiring | Resources            | Principals                | of 2010 for administrative hires  |                               |
| practices with an emphasis on     |                      | Union Leadership          | for 2010-2011 hires.              |                               |
| implementing systems and          |                      |                           |                                   |                               |
| processes to identify applicants  |                      |                           | Recommendations to the            |                               |
| with value systems which align    |                      |                           | Superintendent by February of     |                               |
| with our District values.         |                      |                           | 2011.                             |                               |
|                                   |                      |                           | Implementation of changes by      |                               |
|                                   |                      |                           | June of 2011.                     |                               |

1. Improve Academic Achievement to Ensure All Students Are At or Above Grade Level At The End Of Each Grade Level



C. Provide Family Support Services to Address Non-Academic Barriers To Student Achievement

| Action                                 | Action Manager      | Team                       | Results/Timeline                | Measures                     |
|--|---------------------|----------------------------|---------------------------------|------------------------------|
| 1. Monitor the usage of the Family     | Director of Student | Dropout Prevention         | Ongoing throughout the 2009-    | Number of students and       |
| Resource Center.                       | Services            | Coordinator                | 2010 school year.               | parents utilizing the Family |
|  |                     | Principals                 |                                 | Resource Center, and provide |
|  |                     | Director of Special        |                                 | annual report to Board of    |
|  |                     | Programs                   |                                 | Education.                   |
|  |                     | Family Resource Center     |                                 |                              |
|  |                     | Secretary                  |                                 |                              |
| 2. Design and recommend                | Director of Student | Director of Research and   | Recommendations to the          | Recommendations delivered    |
| procedures to facilitate an efficient  | Services            | Information                | Superintendent by January       | Procedures in place          |
| and effective start of the school      |                     | Director of Purchasing and | 2010.                           | Annual review to Board of    |
| year (e.g., centralized registration). |                     | Transportation             |                                 | Education                    |
|  |                     | Director of Management     | Centralized Registration        |                              |
|  |                     | Information Systems        | procedures implemented by       |                              |
|  |                     | Assistant Superintendents  | March 2010 and reviewed         |                              |
|  |                     | Director of Student        | annually.                       |                              |
|  |                     | Services                   |                                 |                              |
|  |                     | Principals                 | Investigate the utilization,    |                              |
|  |                     | Registration Committee     | implementation and impact of    |                              |
|  |                     | Family Resource Center     | the Educational Stabilization   |                              |
|  |                     | Secretary                  | Plan and Babysitter Policy.     |                              |
|  |                     |                            | Report to the Superintendent in |                              |
|  |                     |                            | November 2010                   |                              |

1. Improve Academic Achievement to Ensure All Students Are At or Above Grade Level At The End Of Each Grade Level



C. Provide Family Support Services to Address Non-Academic Barriers To Student Achievement

| Action   | Action Manager                  | Team  | Results/Timeline  | Measures                                   |
|--|---------------------------------|---|---|--|
| 3. Review and assess non-<br>academic barriers to providing<br>opportunities to student success. | Director of Student<br>Services | District Leadership Team<br>Dropout Prevention<br>Coordinator<br>Student Services<br>Intervention Coordinators<br>Building Level Intervention<br>Teams<br>Principals  | Recommendations to the<br>Superintendent by January 2010  | Recommendations delivered                  |
| 4. Sustain and monitor<br>comprehensive program to reduce<br>dropout rate.                       | Director of Student<br>Services | Director of Student<br>Services<br>Dropout Prevention<br>Coordinator<br>Student Services<br>Intervention Coordinators<br>Principals<br>Director of Technical<br>Academy<br>Building Level Intervention<br>Teams | Four year dropout rate will<br>decrease by 5-10% per year<br>beginning with the 2009-2010<br>school year. | Annual report to the Board of<br>Education |

1. Improve Academic Achievement to Ensure All Students Are At or Above Grade Level At The End Of Each Grade Level



D. Improve Ability to Make Data Driven Decisions

#### Responsibility For This Strategy: Director of Research and Information

| Action   | Action Manager                                   | Team  | Results/Timeline   | Measures   |
|--|--|---|--|--|
| 1. Implement academic data<br>analysis software program<br>capabilities by loading additional<br>data and expanding its reporting<br>capabilities. | Director of Research<br>and Information          | Director of Management<br>Information Systems   | Twenty additional reports<br>accessible by July 2010; Finance<br>reports accessible by December<br>2010; Tier 2 assessment data<br>loaded by July 2010 and<br>incrementally as results are<br>available. | Needed data and reports  |
| 2. Conduct comprehensive academic data analysis training.  | Director of Teaching<br>and Learning             | Director of Research and<br>Information<br>Director of Management<br>Information Systems<br>Principals<br>Special Education<br>Administrators | Training plan fully implemented by June 2010   | Completed Training Manual<br>Training Attendance Rosters<br>Pre-Post Survey Data<br>Session Evaluations<br>Data Warehouse Usage<br>Reports |
| 3. Evaluate District use of<br>assessments to improve student<br>learning and make<br>recommendations for<br>improvements.                         | Director of Research<br>and Information          | Director of Teaching and<br>Learning<br>Student Assessment Action<br>Group  | Annual evaluation and recommendations delivered to the Superintendent in April   | Recommendations and evaluations delivered  |
| 4. Investigate alternatives to<br>Pentamation Student to increase<br>ease of use and enhance student<br>data usefulness.                           | Director of<br>Management<br>Information Systems | Director of Business Affairs<br>Director of Purchasing and<br>Transportation<br>Director of Research and<br>Information                       | Evaluation complete and recommendations to the Superintendent by May 2010  | Recommendations delivered  |

1. Improve Academic Achievement to Ensure All Students Are At or Above Grade Level At The End Of Each Grade Level



E. Provide opportunities for all students to engage in challenging Career and Technical Education (CTE) programs or courses or activities that connect core academic subjects and CTE coursework in comprehensive programs of study

| Action  | Action Manager                              | Team   | Results/Timeline  | Measures   |
|---|---|--|---|--|
| <ol> <li>Implement a comprehensive<br/>Career and Technical Education<br/>(CTE) Program throughout the<br/>District, to ensure that all students<br/>are provided with career<br/>development and career</li> </ol> | Director, Decatur Area<br>Technical Academy | Principals<br>Assistant Principals<br>Counselors<br>Assistant Director, Tech<br>Academy<br>Heartland Region Staff                    | Recommendations to the<br>Superintendent by April 2010<br>and procedures implemented by<br>September 2010 | Total number of students,<br>annually, that complete<br>Career and Technical<br>Education programs or<br>coursesor participate in<br>career development and<br>career exploration activities |
| exploration opportunities.  |   | Director of Teaching and<br>Learning<br>Director of Special<br>Programs<br>Special Education<br>Administrators<br>Dropout Prevention |   | career exploration activities  |
|   |   | Coordinator<br>Extended Learning<br>Coordinator  |   |  |

1. Improve Academic Achievement to Ensure All Students Are At or Above Grade Level At The End Of Each Grade Level



E. Provide opportunities for all students to engage in challenging Career and Technical Education (CTE) programs or courses or activities that connect core academic subjects and CTE coursework in comprehensive programs of study

| Action                                 | Action Manager         | Team                     | Results/Timeline             | Measures                      |
|--|------------------------|--------------------------|------------------------------|-------------------------------|
| 2. Expand Career Development and       | Director, Decatur Area | Principals               | Recommendations to the       | The number of students,       |
| Career Exploration opportunities,      | Technical Academy      | Assistant Principals     | Superintendent by April 2010 | annually, that meet District- |
| by fully utilizing the Career Cruising |                        | Counselors               | and implementation by        | established Career Cruising   |
| Guidance (i.e., Program of Study)      |                        | Assistant Director, Tech | September 2010               | benchmarks in Program of      |
| and Portfolio components for all       |                        | Academy                  |                              | Study and in Portfolio        |
| students in grades 7-12.               |                        | Heartland Region Staff   |                              | development                   |
|  |                        | Director of Teaching and |                              |                               |
|  |                        | Learning                 |                              |                               |
|  |                        | Director of Special      |                              |                               |
|  |                        | Programs                 |                              |                               |
|  |                        | Special Education        |                              |                               |
|  |                        | Administrators           |                              |                               |
|  |                        | Dropout Prevention       |                              |                               |
|  |                        | Coordinator              |                              |                               |
|  |                        | Extended Learning        |                              |                               |
|  |                        | Coordinator              |                              |                               |

1. Improve Academic Achievement to Ensure All Students Are At or Above Grade Level At The End Of Each Grade Level



E. Provide opportunities for all students to engage in challenging Career and Technical Education (CTE) programs or courses or activities that connect core academic subjects and CTE coursework in comprehensive programs of study

| Action   | Action Manager  | Team  | Results/Timeline  | Measures  |
|--|---|---|---|---|
| Action 3. Expand Career Exploration opportunities for all students in grades Pre-K to 8. | Action Manager<br>Director, Decatur Area<br>Technical Academy | TeamPrincipalsAssistant PrincipalsCounselorsAssistant Director, TechAcademyHeartland Region StaffDirector of Teaching andLearningDirector of SpecialProgramsSpecial Education | Results/Timeline<br>Recommendations to the<br>Superintendent by April 2010<br>and procedures implemented by<br>September 2010 | Measures<br>The number of students,<br>annually, that participate in<br>Career Exploration activities |
|  |   | Administrators<br>Dropout Prevention<br>Coordinator   |   |   |
|  |   | Extended Learning<br>Coordinator  |   |   |





### A. Provide Facilities Conducive to Learning

#### Responsibility For This Strategy: Director of Business Affairs

| Action  | Action Manager                       | Team   | Results/Timeline   | Measures   |
|---|--------------------------------------|--|--|--|
| 1. Provide optimal indoor and outdoor lighting.                                       | Director of Buildings<br>and Grounds | Buildings and Grounds<br>Personnel   | 20% of this work will be<br>completed by the end of each<br>school year between 2007 and<br>2012 depending on the<br>availability of Energy Grant<br>Funding Sources | Biannual Strategic Plan Status<br>Report to the Board of<br>Education  |
| <ol> <li>Paint entire building interiors<br/>and exteriors.</li> </ol>                | Director of Buildings<br>and Grounds | Buildings and Grounds<br>Personnel   | Implement Painting Plan/All<br>work completed by December<br>31, 2012.   | Biannual Strategic Plan Status<br>Report to the Board of<br>Education  |
| 3. Coordinate external review of building safety needs.                               | Director of Buildings<br>and Grounds | District Safety Committee<br>External Consultants  | Building needs assessment<br>complete by August 2008.<br>All recommendations<br>completely implemented by<br>September 2010.   | Biannual Strategic Plan Status<br>Report to the Board of<br>Education will include training<br>and operational plans |
| 4. Investigate the availability of funding and establish a new city-wide High School. | Superintendent                       | Director of Buildings and<br>Grounds<br>District Leadership Team<br>Community Partners<br>Principals | Investigate ongoing<br>development of a new school<br>construction program   | New school construction<br>report to Board of Education<br>including availability of<br>funding resources            |
| 5. Establish a new Early Childhood<br>Learning Center.                                | Superintendent                       | Director of Buildings and<br>Grounds<br>District Leadership Team<br>Community Partners<br>Principals | Investigate funding sources for<br>center by June 2012.<br>Center will be established if and<br>when funding is secured.   | Biannual Strategic Plan Status<br>Report to the Board of<br>Education  |





### A. Provide Facilities Conducive to Learning

#### Responsibility For This Strategy: Director of Business Affairs

| Action                              | Action Manager | Team                     | Results/Timeline                  | Measures                        |
|-------------------------------------|----------------|--------------------------|-----------------------------------|---------------------------------|
| 6. Provide air conditioning for all | Superintendent | Board Of Education       | Investigate and secure funding    | HVAC system upgrade study       |
| schools.                            |                | District Leadership Team | sources for all schools beginning | for all schools completed in    |
|                                     |                | Community Members        | August 2007.                      | March 2008. Biannual            |
|                                     |                |                          |                                   | Strategic Plan Status Report to |
|                                     |                |                          | Air conditioning for high schools | the Board of Education.         |
|                                     |                |                          | and DATA are included in the      |                                 |
|                                     |                |                          | options developed by the High     |                                 |
|                                     |                |                          | School Task Force Committee.      |                                 |
|                                     |                |                          | Projects will be completed as     |                                 |
|                                     |                |                          | funding becomes available.        |                                 |

2. Promote a Positive Learning Environment



B. Implement a Comprehensive Approach to Behavior Management That Meets the Needs of Students

| Action                                 | Action Manager       | Team                      | Results/Timeline                   | Measures                    |
|--|----------------------|---------------------------|------------------------------------|-----------------------------|
| 1. Review and analyze current          | Director of Student  | Discipline Action         | Review quarterly throughout        | Annual report to Board of   |
| discipline reports to determine        | Services             | Committee                 | the 2009-2010 school year, and     | Education                   |
| areas of highest need.                 |                      | Director of Research and  | complete by August 2010.           |                             |
|  |                      | Information               |                                    |                             |
|  |                      | District Leadership Team  |                                    |                             |
|  |                      | Principals                |                                    |                             |
| 2. Research and recommend              | Director of Student  | Discipline Action         | Recommendations to the             | Recommendations delivered   |
| program(s) to improve student          | Services             | Committee                 | Superintendent by February         | and pilot schools selected  |
| behavior.                              |                      | Building Level Committees | 2010.                              |                             |
|  |                      | District Leadership Team  |                                    |                             |
|  |                      | Principals                |                                    |                             |
|  |                      | Student Services          |                                    |                             |
|  |                      | Intervention Coordinators |                                    |                             |
| 3. Deliver building level training for | Director of Teaching | Director of Student       | Initial training for pilot schools | Classroom Observations      |
| behavior program adoptions and         | and Learning         | Services                  | completed by May 2010.             | Instructional Walk Through  |
| evaluate effectiveness.                |                      | Principals                | Ongoing training completed         | Data                        |
|  |                      | Teachers                  | within one year of district        | Discipline Data             |
|  |                      |                           | recommendation.                    | Training Attendance Rosters |
|  |                      |                           |                                    | PBIS Data                   |
|  |                      |                           |                                    | PBIS Observations           |

2. Promote a Positive Learning Environment



### C. Provide Student Services Based on Student Needs

| Action  | Action Manager                  | Team  | Results/Timeline  | Measures   |
|---|---------------------------------|---|---|--|
| 1. Continue to expand and<br>evaluate the effectiveness of<br>internal and external student<br>support systems. | Director of Student<br>Services | District Leadership Team<br>Principals<br>Dropout Prevention<br>Coordinator<br>Special Education<br>Administrators<br>Student Services<br>Intervention Coordinators | Evaluate attendance, truancy,<br>and graduation rates through<br>the use of focus groups during<br>the 2009-2010 school year.               | Improved attendance,<br>truancy, and graduation rates                  |
| 2. Monitor current alternative education referral process.  | Director of Student<br>Services | Director of Student<br>Services<br>Director of Special<br>Education<br>Assistant Superintendents<br>Principals<br>Student Services<br>Intervention Coordinators     | Monitor referrals to ensure<br>student interventions were in<br>place prior to referral<br>submission during the 2009-<br>2010 school year. | Number of students referred<br>to the alternative education<br>program |

2. Promote a Positive Learning Environment



### C. Provide Student Services Based on Student Needs

| Action                           | Action Manager      | Team                      | Results/Timeline                 | Measures                   |
|----------------------------------|---------------------|---------------------------|----------------------------------|----------------------------|
| 3. Monitor student services      | Director of Student | Dropout Prevention        | Quarterly report of efforts      | Quarterly report delivered |
| personnel efforts to better meet | Services            | Coordinator               | provided to Superintendent       |                            |
| student needs.                   |                     | Principals                | during the 2009-2010 school      |                            |
|                                  |                     | Special Education         | year.                            |                            |
|                                  |                     | Administrators            |                                  |                            |
|                                  |                     | Counselors                |                                  |                            |
|                                  |                     | Social Workers            |                                  |                            |
|                                  |                     | Student Services          |                                  |                            |
|                                  |                     | Intervention Coordinators |                                  |                            |
|                                  |                     | Nurses                    |                                  |                            |
|                                  |                     | Family Liaisons           |                                  |                            |
| 4. Increase coordination of      | Director of Student | Director of Student       | Annual booklet of academic       | Published document of      |
| community-based after school     | Services            | Services                  | student opportunities and        | opportunities              |
| programs based on student needs  |                     | Dropout Prevention        | central database of participants | Database available         |
| and develop a database of        |                     | Coordinator               | by January 2010.                 |                            |
| participants.                    |                     | Extended Learning         |                                  |                            |
|                                  |                     | Coordinator               |                                  |                            |
|                                  |                     | Director of Research and  |                                  |                            |
|                                  |                     | Information               |                                  |                            |
|                                  |                     | Director Special Programs |                                  |                            |
|                                  |                     | Student Services          |                                  |                            |
|                                  |                     | Intervention Coordinators |                                  |                            |
|                                  |                     | Family Resource Center    |                                  |                            |
|                                  |                     | Secretary                 |                                  |                            |

3. Foster Respectful and Trusting Relationships Among Employees



A. Promote Full, Accurate, and Timely Disclosure of All Information

#### Responsibility For This Strategy: Superintendent

| Action   | Action Manager                  | Team  | Results/Timeline                    | Measures   |
|--|---------------------------------|---|-------------------------------------|--|
| 1. Implement recommendations<br>regarding communication needs<br>and evaluate effectiveness. | Chief Communications<br>Officer | Director Decatur Area<br>Technical Academy<br>Director of Management<br>Information Systems<br>Director of Research and<br>Information<br>Building Principals<br>Administrators | Evaluate yearly beginning May 2010. | Consideration and/or<br>implementation of<br>recommendations via<br>Annual Employee Survey |

3. Foster Respectful and Trusting Relationships Among Employees



B. Engage in Open and Honest Discussions Regarding Expectations, Goals, and Strategies

#### Responsibility For This Strategy: Superintendent

| Action  | Action Manager                       | Team  | Results/Timeline                                       | Measures  |
|---|--------------------------------------|---|--|---|
| 1. Provide all employees with training on best practices in interpersonal communication.  | Director of Teaching<br>and Learning | Chief Communications<br>Officer<br>External Consultants<br>District Staff | Increase the number of staff trained each year by 20%. | Training Agendas/Materials<br>Sign in sheets<br>Customer Satisfaction Forms<br>We Listen Feedback |
| 2. Continue to hold monthly<br>meetings between union and<br>district leadership to discuss<br>expectations, goals, and strategies<br>using objective data to inform and<br>guide communication.                                  | Assistant<br>Superintendents         | Union Leadership  | Meetings will occur monthly                            | Agendas and minutes   |
| 3. Hold quarterly meetings<br>involving Principals and Building<br>Association Representatives at<br>each building to discuss<br>expectations, goals and strategies<br>using objective data to inform and<br>guide communication. | Assistant<br>Superintendents         | Principals<br>Building Association<br>Representatives                     | Meetings will occur quarterly                          | Agendas and minutes   |

3. Foster Respectful and Trusting Relationships Among Employees



C. Provide Safe Opportunities for All Employees to Talk Openly About Suggestions for Improvement

#### Responsibility For This Strategy: Superintendent

| Action   | Action Manager                    | Team                     | Results/Timeline   | Measures   |
|--|-----------------------------------|--------------------------|--|--|
| 1. Encourage "safe", professional  | Assistant                         | District Leadership Team | The use of listening sessions                              | One (1) focus group per Union                                |
| communication practices that<br>provide honest and constructive                    | Superintendents                   | Union Leadership         | "focus groups" with District<br>leaders and representative | group will be held each year.<br>Numbers attending, dialogue |
| dialogue.  |                                   | Building Administrators  | members of all employee                                    | and notes of discussion                                      |
|  |                                   |                          | groups   |  |
| 2. Through collaboration, establish  | Assistant                         | District Leadership Team | District Leadership will meet                              | Minutes of conversations                                     |
| parameters that ensure all   | Superintendents                   | Union Leadership         | with Union Leadership and                                  |  |
| decisions are made at the  |                                   | Building Administrators  | discuss issues, policies and                               |  |
| appropriate level.   |                                   |                          | procedures as necessary.                                   |  |
| 3. Implement Intranet-based  | Director of                       | Chief Communications     | Intranet-based discussion forum                            | Systems availability   |
| discussion forum for use by District<br>personnel. Promote usage District<br>wide. | Management<br>Information Systems | Officer                  | in place by May 2010                                       | Staff feedback   |



4. Maximize Parent and Community Involvement

### A. Improve Relationships With Parents

| Action  | Action Manager                                   | Team   | Results/Timeline   | Measures   |
|---|--|--|--|--|
| 1. Continue the district level parent<br>group called Talk, Listen, and<br>Collaborate (TLC) to solicit input on<br>policies and procedures of the<br>district. | Director of Special<br>Programs                  | Building Administrators<br>Union Representation<br>Parents                                   | Committee will meet four times a year.   | Increase opportunity for<br>parent involvement i.e.<br>Curriculum Advisory Council,<br>District Budget Committee<br>etc;<br>Committee roster and<br>agendas<br>Input data submitted to<br>District Leadership Team |
| <ol> <li>Provide appropriate parental<br/>training to address identified<br/>needs.</li> </ol>  | Director of Teaching<br>and Learning             | Principals<br>Parents<br>District Leadership<br>Curriculum Team<br>Instructional Specialists | Schools provide needs and time<br>line by end of September each<br>year.   | Parent Attendance Rosters<br>Survey data   |
| 3. Monitor and facilitate usage of<br>Blackboard ConnectED Parent<br>Contact System to enhance and<br>maximize parent/family<br>communication.                  | Director of<br>Management<br>Information Systems | Chief Communications<br>Officer<br>Building Administrators<br>Parent Groups                  | Training will be provided to<br>principals to make "all staff"<br>calls by February 2010. Monthly<br>system training on all system<br>features will commence by April<br>2010. | Training sign in sheets<br>Usage data  |

4. Maximize Parent and Community Involvement



### A. Improve Relationships With Parents

| Action  | Action Manager                  | Team   | Results/Timeline   | Measures  |
|---|---------------------------------|--|--|---|
| 4. Monitor usage of Home Access<br>Center and ensure parents and<br>teachers are using system to<br>maximum benefit.                      | Chief Communications<br>Officer | Assistant Superintendents<br>Director of Management<br>Information Systems                                     | 100% of District teachers will<br>post grades at least weekly by<br>September 2010. Parent surveys<br>will indicate that at least 80% of<br>parents with internet access are<br>actively checking their students'<br>grades by December 2010.  | System reports<br>Parent surveys  |
| 5. Implement a Customer<br>Satisfaction Survey in order to<br>increase positive interaction<br>between all district staff and<br>parents. | Chief Communications<br>Officer | Principals<br>All District Staff<br>Parents  | Customer survey responses,<br>based on monthly review and<br>analysis of building submissions,<br>will indicate a 10% improvement<br>in positive responses of staff<br>interaction between August<br>2009 and May 2010. A goal of<br>500 surveys collected, or 50 per<br>month, completed by May 2010. | Customer survey<br>scores/responses   |
| 6. Host community open houses.  | Chief Communications<br>Officer | District Leadership Team<br>Principals   | At least one event every semester beginning spring 2010.   | Open house schedule   |
| 7. Increase opportunities for parental involvement and support.   | Chief Communications<br>Officer | Principals<br>Parent Liaisons<br>District Level Parent Group<br>Special Education<br>Administrators<br>Parents | Baseline data established<br>January 2010 and increase<br>participation and/or parental<br>support by 10%.   | List of opportunities for<br>participation and/or support<br>systems for families |

4. Maximize Parent and Community Involvement



### B. Maximize Partnerships with Business and Industry

| Action   | Action Manager                  | Team  | Results/Timeline  | Measures   |
|--|---------------------------------|---|---|--|
| 1. Solicit support from realtors and local business Human Resources departments.       | Chief Communications<br>Officer | District Superintendent<br>Assistant Superintendents<br>Director of Human       | Present relevant and timely<br>information to specific<br>community groups (i.e. Area             | Documentation of attendance<br>(sign-in sheets and record of<br>membership)  |
|  |                                 | Resources   | Association of Realtors, Greater<br>Decatur Chamber of Commerce)<br>on-going throughout the year. | Schedule of presentations  |
| 2. Monitor student community<br>involvement through Service<br>Learning opportunities. | Assistant<br>Superintendent     | Guidance Counselors<br>Career Coordinators<br>Dropout Prevention<br>Coordinator | Evaluate the success of Service<br>Learning of High School students<br>annually.                  | Annual Report of Service<br>Learning projects and hours to<br>the Board of Education in<br>June of each year. Counselor                    |
|  |                                 | Community Engagement<br>Staff<br>Superintendent's Youth<br>Advisory Council     | Counselors will log S.L. hours of students and monitor student progress in earning hours.         | data sheets on number of<br>students impacted and<br>student hours. Student survey<br>on hours earned and                                  |
|  |                                 |   | Survey the community to see<br>the impact of the Service<br>Learning program.                     | projects/programs completed<br>each year. Community<br>member(s) reports to the BOE<br>on impact of Service Learning<br>and the community. |

4. Maximize Parent and Community Involvement



### B. Maximize Partnerships with Business and Industry

| Action   | Action Manager                                 | Team   | Results/Timeline  | Measures  |
|--|--|--|---|---|
| 3. Collaborate with Decatur Area<br>Education Coalition to develop a<br>community engagement plan.   | Action Wanager<br>Assistant<br>Superintendents | Community Leaders<br>Chamber Committee<br>Greater Decatur Education<br>Coalition<br>Director of Special<br>Programs<br>Chief Communications<br>Officer | Programs implemented in<br>partnership with the Education<br>Coalition. Members of the<br>District Leadership Team will<br>serve on each of the three (3)<br>Education Coalition Teams.<br>Working as members of the<br>Coalition and with community<br>members, local businesses and<br>industry partnerships will be<br>established to help raise<br>academic success within District<br>61 and achieve this through the<br>communication plan. | Annual Elementary and<br>Secondary Updates to the<br>Board of Education as well as<br>other appropriate reports<br>Community surveys and data<br>provided to the Decatur Area<br>Education Coalition will<br>become a part of the<br>communication plan.<br>Number of programs provided<br>developed through the<br>Education Coalition, number<br>of community partners<br>involved and number of<br>students being served |
| 4. Host community open houses<br>including informational fairs<br>working collaboratively with<br>Human Resource departments of<br>major business to strengthen<br>partnerships. | Chief Communications<br>Officer                | District Leadership Team<br>Principals   | At least one event each semester  | Schedules of informational fairs and/or materials provided  |

4. Maximize Parent and Community Involvement



### **C. Increase External Marketing Efforts**

| Action                               | Action Manager       | Team                      | Results/Timeline                 | Measures                    |
|--------------------------------------|----------------------|---------------------------|----------------------------------|-----------------------------|
| 1. Monitor and maintain website      | Chief Communications | Director of Management    | Annual Customer Survey will      | Annual Customer Survey      |
| to ensure information is relevant,   | Officer              | Information Systems       | indicate that the information on | Website usage report        |
| timely and meaningful in a           |                      |                           | the website is relevant and      |                             |
| customer friendly manner to          |                      |                           | useful to 80% of families with   |                             |
| provide communication in a mode      |                      |                           | Internet access.                 |                             |
| that meets the needs of students     |                      |                           |                                  |                             |
| and families.                        |                      |                           | Annual Customer Survey will      |                             |
|                                      |                      |                           | begin May 2010.                  |                             |
| 2. Expand media relationships and    | Chief Communications | District Superintendent   | Schedule developed each          | Regularly scheduled         |
| develop consistent interview         | Officer              | Assistant Superintendents | semester.                        | interviews with local media |
| schedule with local television       |                      |                           |                                  |                             |
| stations and newspaper.              |                      |                           |                                  |                             |
| 3. Better utilize Cable Channel 22 - | Chief Communications | Director Decatur Area     | Provide quality programming      | Annual Customer Survey      |
| Clearly define various               | Officer              | Technical Academy         | that highlights special events   |                             |
| responsibilities to ensure 100%      |                      | Director of Management    | and district activities. Weekly  |                             |
| high- quality programming -          |                      | Information Systems       | schedule for programming         |                             |
| Investigate future technology        |                      |                           | published for external and       |                             |
| needs. Provide consistent            |                      |                           | internal reference via 61        |                             |
| programming schedule - Increase      |                      |                           | Minutes and the website.         |                             |
| volume of timely, interesting video  |                      |                           |                                  |                             |
| Production of more highlight-        |                      |                           |                                  |                             |
| based videos versus full length.     |                      |                           |                                  |                             |

4. Maximize Parent and Community Involvement



### D. Create Customer Friendly Environment in All Buildings

#### Responsibility For This Strategy: Director of Buildings and Grounds

| Action  | Action Manager                       | Team   | Results/Timeline   | Measures  |
|---|--------------------------------------|--|--|---|
| 1. Assess entrance and parking<br>areas of all buildings to ensure<br>areas are visitor friendly. | Director of Buildings<br>and Grounds | Buildings and Grounds Staff<br>Building Administrators<br>District Leadership Team | Site assessment by December<br>2007<br>Improvements made to 25% of<br>buildings each year beginning<br>August 2008 | Biannual Strategic Plan Status<br>Report to the Board of<br>Education |
| 2. Address building needs to<br>ensure all public areas are clean<br>and presentable.             | Director of Buildings<br>and Grounds | Supervisor of Custodial<br>Operations<br>Building Administrators                   | Assess areas on a monthly basis and provide monthly reports  | Quality Control Inspection<br>Checklists                              |

### Decatur Public Schools Educating for Success

### Appendix A – Completed Items

Appendix A – Closed Items

### Goal 1 - Improve Academic Achievement to Ensure All Students Are At or Above Grade Level At The End Of Each Grade Level

- 1.C.3. Review and assess current student expulsion procedures and recommend potential changes in order to better serve families.
  - Student Services, a newly created department, was charged with assessing and reviewing the existing expulsion procedures. As a committee, we designed a process that is now consistent throughout the district.
- 1.D.1 Research and recommend an academic data analysis software program that includes data such as achievement, attendance, and discipline.
  - The action item of researching and recommending an academic data analysis software program is complete. Decatur School District purchased data warehouse software from Cognos, a subsidiary of IBM, and also contracted with Decision Ed to build the warehouse which is finished.

#### **Goal 2** - Promote a Positive Learning Environment

- 2.A.3. Implement district-wide building space utilization guidelines.
  - Through the development and implementation of the new student assignment processes and procedures, including the Pod Concept, building usage guidelines have now been developed. Usage is now driven by building space rather than school boundaries. Due to target class size limits, buildings are now able to limit class size and the number of students assigned to a school. This has enabled us to more efficiently house students and more effectively educate them. It has also decreased the need to constantly change boundaries. We have also eliminated split classes at the elementary level. This is the first year we have implemented this concept.
- 2.A.5. Optimize District boundary guidelines to increase flexibility and decrease building changes for students.
  - The action item of optimizing district boundaries was completed through the implementation of the Pod Concept. The Pod Concept was implemented in February 2008 during central registration and will continue to be evaluated on an annual basis.
- 2.B.5. Investigate and recommend a comprehensive customer service awareness campaign for all employees.
  - Data Summary: Strategies for improvement of internal perceptions of the district began with the work of Jones & Thomas, and the district continues to prioritize perceptions of Decatur Public School District #61 staff. 61 Minutes, Channel 22, the website and internal memos are prioritized to include information to facilitate positive relationships with staff.



### Appendix A – Completed Items

Appendix A – Closed Items

Our theme, "Teaching and Learning......Every Child Every Day" was selected to help develop and promote the belief in the students and staff of the district with an emphasis on quality instruction. This semester will begin with a more concerted effort to be present at functions within the buildings that share the "celebrations" at each school, as well as activities such as Family Nights. The various modes of communication in conjunction with the regularly scheduled meetings with key association members or groups (i.e. Association Representatives, Association Leadership) ensure that on-going development of relationships and improved perception is attained. As a result of the strategies implemented, the level of customer service continues to be a priority.

Challenges: The major challenges have been gathering of statistical data from across the district in order to review and analyze feedback from staff, teachers, students and parents identified through the use of these various modes of communication.

- 2.D.3. Evaluate and modify present alternative education offerings and expand as appropriate.
  - We have completed this action and redesigned our alternative education offering based on district needs and available resources. As a result, we have a small program to allow students to continue their education instead of being expelled. We also provide a limited number of seats to students who have behavioral issues but are not facing expulsion.

### **Goal 3 - Foster Respectful and Trusting Relationships Among Employees**

- 3.A.1. Implement phase one of Jones & Thomas marketing plan recommendations addressing needs/concerns of our internal audiences.
  - It is noted that the district has achieved the goal in this area; however, it is the expectation that this will be ongoing to ensure the continued success in this area. Signage, calendars, posters, booklets and other print medium will foster the theme and focus of the district. The theme for 2009-2010 is Teaching and Learning...Every Child Every Day! It is intended to communicate the support in the belief of all students and staff in the Decatur Public Schools with an emphasis on quality instruction. This theme clearly communicates the priority of the district. The value of the strategies utilized to achieve this goal has sent a clear and direct message to all stakeholders.



### Appendix A – Completed Items

Appendix A – Closed Items

The common message shared across the district and the community allows all stakeholders the opportunity to see and hear the message of the district to the benefit of staff, students and families. The focus on teaching and learning of our children and our commitment to them on a daily basis is clearly stated.

As a result of the work in this area, the relationships between stakeholder groups have been strengthened. This can be measured by the limited number of issues that are brought to the district level leadership team. Furthermore, the strategies put in place to communicate with staff and foster relationships drive the communication plan of the district.

- 3.B.1. Assess communication needs and preferences of district personnel.
  - It is the intent of the Community Engagement Office to adhere to the timely disclosure of information in a format that best meets the needs/preferences of district personnel. Information collected from surveys through Customer Satisfaction Surveys in buildings, emails received via the WeListen address and general comments received throughout the district will be the focus of the efforts. In consideration of this goal, it is imperative that issues and/or concerns be addressed to the fullest extent possible. The efforts in this area have far-reaching impact and must be priority within the district.

### **Goal 4** - Maximize Parent and Community Involvement

- 4.A.1. Host parent luncheons and open forums to share and gather information on focused topics.
  - This goal is considered complete due to the fact that Talk, Listen, Collaborate has been implemented due to No Child Left Behind and encompasses the purpose of this strategic plan item as originally intended. Goal 4.A.2.
- 4.B.2. Investigate teacher internship opportunities.
  - Teacher internships were the focus of improving opportunities for students and classroom instruction. With the implementation
    of No Child Left Behind and a renewed commitment to student achievement, the targeted opportunities for teachers has moved
    from the level of internships to actual partnerships with business and industry. With the creation of the Education Coalition
    efforts are based from that organization as related to improving achievement and the direction in which to best develop
    community partnerships to benefit teachers.
- 4.B.4. Identify projects to increase resources from local business.
  - Projects and potential projects that have been developed or planned in a collaborative manner with organizations such as the Decatur Area Education Coalition and the Decatur Public Schools Foundation will be noted.