

Urbana School District #116 Strategic Plan Mid-Year Update

Board of Education

February 7, 2012

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Outstanding Schools in an Outstanding Community

Strategic Plan Year 1

- The purpose of the USD116 Strategic Plan is to to meet the highest aspirations set forth by the community in our shared mission, beliefs and values.
- The five-year plan has 47 specific Action Plans contained within seven broad strategies
- We chose 16 Action Plans to be the focus of our work in the 2011-2012 school year



Review of Strategies

1. Curriculum and Assessment

- The district will **improve efforts to engage students in meaningful and relevant learning** by developing procedures to improve communication of students' characteristics and accommodations with all appropriate staff, and use district---designed curriculum aligned to the Illinois Learning Standards and the Common Core Standards to ensure student mastery of Safety Net Skills at all levels.

2. Resources and Revenue

- The district will **improve fiscal responsibility** by developing set criteria to prioritize spending, using data to evaluate district programs and make budgeting and/or planning decisions, and publishing a list of community resources available to staff.



Review of Strategies

3. Engaging Students and Families

- The district will **improve family engagement** by developing a common data collection system that will inform staff of family engagement, and identifying a district committee of both families and staff to increase effective two--- way communication between families and schools.

4. Community Partnerships

- The district will **improve community partnerships** by identifying and recruiting partners to create experiential learning activities for students, and publishing a list of community resources available to staff.

5. Respectful and Collaborative Learning Environments

- The district will **improve respectful and collaborative learning environments** by identifying a set of positive character traits which will be used throughout the school system.



Review of Strategies

6. Personally Challenging Educational Goals for Students
 - The district will design and implement a system for grades 6---8 to **help students set and achieve personally challenging educational goals.**
7. Facilities, Technology, and Infrastructure
 - The district will **improve the educational facilities** by assessing current building technology needs, continuing to move toward all elementary buildings having equitable facilities, and establishing a five---year facilities plan that will ensure all building infrastructure projects are completed.



Progress to Date

February 7, 2012

- Each of the 16 Action Plans was assigned to a specific individual to lead. Depending on the Action Plans, some Action Plans have involved a large number of people/stakeholders and some have not
- The following slides present a brief overview of what has been accomplished for each Strategy



Strategy 1; Action Plan 1

Progress Report

S1; AP1: The district will systematically communicate students' characteristics (both strengths and weaknesses) and accommodations on 504 plans, IEPs, medical needs, English Language Proficiency status, and/or special circumstances with all appropriate staff.

- Skyward custom forms have been created to house 504 and IEP “Passport” information
- Technology is working with Administration to examine the security groups (i.e. “Who can see what?”)
- Approximately 60% complete
- Next steps include:
 - Focus groups of teachers, principals, and support staff
 - Determining procedures for entering of data
 - Professional development



Strategy 1; Action Plan 3

Progress Report

AP3: All teachers will use district---designed curriculum guides and Safety Net Skills in all content areas to plan their instruction and assessment.

- All teachers have been completing curriculum audits based on the “new” Common Core Standards
- Math and English/Language Arts district committees have been working on re-alignment, grade level outlines, and proficiency levels based on Common Core Standards
- Comprehensive Assessment Committee is studying current assessment systems and examining common formative assessment models
- Program Council is over-seeing the work of the Committees
- Approximately 50% complete
- Next Steps include:
 - Development of common formative assessments
 - Finish curriculum documents aligned with Common Core
 - Provide professional development regarding revisions, assessment, and implementation



Strategy 2; Action Plan 1

Progress Report

AP1: All district staff will use set criteria to prioritize spending and make budgeting decisions.

- Skyward Finance and Skyward HR implementation underway
- Skyward increases checks in the system
- Approximately 25% complete
- Next Steps include:
 - Training for all staff on Employee Access for HR
 - Development of and dissemination of spending criteria



Strategy 2; Action Plan 2

Progress Report

AP2: District administration and the Board of Education will use data to evaluate district programs and make budgeting decisions.

- Review of PNA and data regarding program staffing is ongoing
- Skyward HR will streamline data collection
- Approximately 25% complete
- Next Steps include:
 - Development of evaluation rubric
 - Creating criteria aligned to the Strategic Plan to guide decisions



Strategy 2; Action Plan 3

Progress Report

AP3: Educational data will be used to develop comprehensive, high-quality professional development programs in the district.

- Classroom Walkthrough tools are in place and administrators have been trained
- First round of Walkthroughs (focusing on student engagement and instruction) are almost done
- Data will be used to evaluate instructional programs and guide professional development
- Approximately 75% done
- Next steps include:
 - Analyze first round of data with administrators
 - Use data to inform professional development plans



Strategy 3; Action Plan 1

Progress Report

AP1: A common data collection system will be used to record, evaluate, and develop family engagement.

- Survey of teachers about parent engagement
- Parent Involvement Analysis Tool – evidence based tool that all schools are using to guide improvement
- Parent Needs Survey and Parent Friendly Analysis Tool are being developed
- Approximately 80% complete
- Next Steps include:
 - Student engagement survey
 - Implement the Parent Friendly Analysis Tool
 - Determine how to summarize data for stakeholders



Strategy 3; Action Plan 2

Progress Report

AP2: Effective two-way communication practices will be used to connect family, students, district, and community.

- Multiple parent committees:
 - District Parent Advisory Committee
 - Building Parent Advisory Committee
 - Latino Parent Advisory Committee
 - District Community Partners (Mental Health)
- Pilot Parent Engagement Center (King and Online)
- Skyward Family Access and School Messenger
- Approximately 80% complete
- Next Steps include:
 - Professional development on improving two-way communication
 - Using survey data to improve two-way communication
 - Parent workshops about improving communication practices
 - Continue to experiment with new communication techniques



Strategy 4; Action Plan 1

Progress Report

AP1: The district will establish a leadership and support structure for the development and sustainability of community partnerships for the purpose of increasing experiential learning for students.

- Administration has been reviewing current procedures and practice to determine what support structure might look like
- Approximately 25% done
- Next Steps include:
 - Modify job description of a district administrator to incorporate duties described in plan
 - Create a single point of contact for community partnerships
 - Develop criteria for evaluating partnerships



Strategy 4; Action Plan 2

Progress Report

AP2: The district will create, publicize, and maintain a database of community partners, partnership resources, and partnership projects and activities, such as service---learning, job shadowing, internships, in---school initiatives, assemblies, and field trips. [S2; AP6]

- Created initial list of partnerships
- Developed template for creating online database
- First focus group meeting on February 3
- Approximately 65% complete
- Next Steps include:
 - Present to USD116 Cabinet
 - Meet with UIUC Engagement Groups
 - Work with USD116 Technology to develop online database
 - Publicize across district



Strategy 5; Action Plan 1

Progress Report

AP1: The district will approve positive character traits valued by our multicultural community, which are consistent with our positive behavior expectations.

- Focus group reviewed character traits identified by Strategy 5 Action Team
- Definitions of character traits were reviewed and revised
- USD 116 Cabinet reviewed list of character traits
- Survey created to distribute at PT Conferences and online
- Approximately 80% complete
- Next Steps include:
 - Distribute and collect survey
 - Additional focus groups will be convened to review survey results
 - List of traits will be presented to BOE in May for approval



Strategy 6; Action Plan 3

Progress Report

AP3: The district will implement a systematic procedure for grades 6-8 (aligned with SEL standards) for setting, reviewing, assessing, resetting, communicating, and maintaining the continuity of students' personally challenging educational goals.

- UMS teacher survey about student goal setting
- UMS Action Team formed to study curriculum and procedures
- UMS Action Team shared progress with UMS Parent Advisory Committee in January 2012
- Approximately 75% complete
- Next Steps include:
 - Create common system of recording goals
 - Communicate system and procedures to all staff
 - Present Action Team work to School Improvement Team and UMS Staff
 - Survey UMS students about goal setting
 - Communicate system with Parents



Strategy 7; Action Plan 2

Progress Report

AP2: All buildings will have the infrastructure to effectively handle current and emerging technology to use for instruction, communication, and management.*

- King, Thomas Paine, and Yankee Ridge have upgraded infrastructure and wireless networks
Leal has wireless access points installed, and will be activated on February 10, 2012
- USD116 is working with UC2B to connect King and WEC to fiber by August 2012
- Approximately 50% complete
- Next Steps include
 - Finish Leal Wireless Project
 - Assess UMS for Wireless
 - Integrate new Early Childhood Site into existing fiber network

AP3: All students and staff will have access to current technology to support educational excellence.*



Strategy 7; Action Plan 3

Progress Report

AP3: All students and staff will have access to current technology to support educational excellence.*

- USD116 Refreshment Plan Continues:
 - Three elementary schools (Leal, Thomas Paine, Yankee Ridge) received new MacBooks for classroom
 - UMS received one mobile lab
 - About half of UHS teachers received new classroom devices
- USD116 Technology Plan is being re-written
 - Survey of staff and students is almost complete
 - Plan should be to the BOE before March
- Approximately 50% complete
- Next Steps include:
 - Complete USD116 Technology Plan for BOE and ISBE approval
 - Evaluate current working cash budget and determine priorities for next stage of Refreshment Plan



Strategy 7; Action Plans 5

Progress Report

AP5: The district will continue to make progress toward all elementary schools having equitable facilities.*

- Working with IGW and contractors on final architectural and engineering drawings for Prairie and new Early Childhood facility
- Working with Prairie staff to prepare for construction
- Preparing five year facilities plan for BOE review (see S7; AP6)

AP6: The district will have a rolling five-year facilities plan for all district buildings.



Strategy 7; Action Plans 6

Progress Report

AP6: The district will have a rolling five-year facilities plan for all district buildings.

- Reviewed Facilities Committee Recommendations and current state of buildings
- Draft of five year plan has been circulated through administration
- Approximately 75% complete
- Next Steps include:
 - Review by architects and engineers to obtain current estimates
 - Presented to the BOE for review and approval in April 2012



Progress Summary

- During the 2011-2012 School Year, we are working on 16 of the 47 Action Plans
 - 34% of the Action Plans in the First Year
- Of the 16 Action Plans we estimate that we are approximately 55% of the total work has been completed to date for this first year
- We are in the process of determining which and how many Action Plans to take on next year



Strategic Leadership

- Strategy 1:
 - Todd Taylor; Jean Korder
- Strategy 2:
 - Preston Williams; Carol Baker; Katherine Barbour
- Strategy 3:
 - Jennifer Frerichs
- Strategy 4:
 - Donald Owen; Linda Gibbens
- Strategy 5:
 - Ria Merriman; Linda Gibbens
- Strategy 6:
 - Alexis Jones
- Strategy 7:
 - Ota Dossett; Christopher Fuller

