

Superintendent's Goals for 2014-2015

Year End Progress Report: 3.0

June 17, 2015

Green = Complete

Red = In Progress or Pushed Back

Introduction:

Thank you for taking the time to review this year-end progress report on my goals for the 2014-2015 school year. This final Progress Report builds upon the mid-cycle report from January 2015 (v. 1.0). In the report below, the key actions of each goal that have been met, or are on target, are highlighted in green. Any key actions that haven't been finalized at this time (or the timeline was pushed back) are highlighted in red, but each red action will be completed as described. A brief update follows each goal.

Goal 1: Student Learning Goal – Vision 2020 Development to Secure K to 8 Math Program

Objective 1: Teaching and Learning

Evaluation Standard I (Indicators A, B, C, D, E)

In collaboration with district administrators and the V2020 Team, the following objectives of the V2020 project will be met; 1) the pilot programs at the elementary and middle school level will be implemented and evaluated, 2) a program recommendation that meets all of our predetermined criteria will be announced in the spring for 2015-2016 implementation.

Goal Summary: To evaluate and select a K to Grade 8 program to support V2020.

1. Implement pilot programs.
2. Evaluate progress and analyze data.
3. Communicate progress.
4. Make a final recommendation on a program and roll-out the implementation plan.

Key Actions:

1. Implement the selected pilot programs with consistency. Provide structured training for pilot program teachers and additional opportunities for all other teachers to observe the program(s) and process. (Ongoing)
2. Evaluate progress, analyze data, and solicit feedback to support the recommendation of a program(s) that is best for Hanover. (December- February)
3. Provide monthly progress reports to School Committee.
4. Hold an informational community event for the elementary and middle school levels to enhance communication, respond to questions, and establish expectations for students and families. (November)

5. Evaluate hardware and software needs to support recommended programs and incorporate those needs into the procurement and rollout plan. (December-February)
6. Make program selection and present to the community at an announced School Committee meeting. (Spring '15)
7. Develop action plan and make necessary preparations for September 2015 implementation.

Update:

Actions 1-6 are complete and goal has been met to date. Planning and preparation for full implementation (7) is underway and will continue throughout the summer with the assistance of the building administrators, Math Coaches, and select teachers.

Goal 2: District Improvement Goal – Educator Evaluation

Objective 2: Human Capital

Evaluation Standard I (Indicators A, B, C, D, E), Standard II (B)

By spring 2015, the district will have completed one full cycle (2 years) of the new Educator Evaluation process. In collaboration with our district-wide leadership team and HTA, we will sustain current protocols, processes, and timelines while enhancing support, coaching, and communication. The goal of this initiative should result in open reflective dialogue between teachers and administrators around teaching and learning focused on increased student achievement.

Goal Summary: To sustain, support and enhance the Educator Evaluation System.

1. Support educator activities (5 Steps: Self-Assessment, Goal Setting, Educator Plan Implementation, Formative Assessment & Evaluation, Summative Evaluation).
2. Develop and implement professional development topics, based on data driven feedback from staff.
3. Provide ongoing technology training and support for staff and administrators.
4. Provide district-wide monthly communication (discussions, updates, evaluation).
5. Provide feedback opportunities for teachers (meetings, surveys, etc.).

Key Actions:

1. Update Evaluation Timeline with realistic and attainable completion dates. (September)
2. Develop and implement new teacher training (2 sessions) on the Evaluation System. (September)
3. Survey staff on process conducted last year. (September)
4. Use collected data to differentiate professional development opportunities across the district to support individual needs.(October/November)
5. Provide “refresher” Evaluation training overview for current staff. (September)

6. Continue to meet monthly as a Leadership Team providing support for the process, reflection, time for collaboration and consistency in implementation (PD and process). (Ongoing)
7. Provide building based monthly drop in sessions, small group, and individual support for staff. (Ongoing)
8. Support teachers and administrators organization of the process through the use of Baseline Edge. (November/December)
9. Solicit regular feedback from staff utilizing data to drive future training/professional development topics (Evaluation of PD sessions). (Ongoing)
10. Regular communication with staff through meetings and district-wide updates related to process, components, and professional development. (Ongoing)
11. Evaluate the 2014-2015 evaluation process (and deliverable dates) and making modifications and revisions where necessary for implementation in 2015-2016. (Summer 2015)
12. Evaluate Baseline Edge as the preferred and sustainable software application for Hanover.*

Update:

Actions are complete (1-10, 12) and # 11 is actively in process and will be met in collaboration with the HTA leadership team. It is unlikely any significant changes to the evaluation process and timeline will be required. *The district Leadership Team has decided to keep Baseline Edge as the evaluation software tool to start the 2015-2016 school year, but we are evaluating the benefits of moving to an internally developed system within the year.

Goal 3: District Improvement – Vision 2020 Funding

Objective 3: Sustainable Funding

Evaluation Standard II (Indicator E)

In collaboration with the Business Manager, Leadership Team, School Committee, and Town Officials, establish a funding plan to support the V2020 math program recommendation to be successfully incorporated into the FY 2016 budget proposal for the HPS.

Goal Summary: To evaluate options and strategically finance a K to Grade 8 math program to support V2020.

1. Work with V2020 team and vendors to develop purchasing strategy and funding needs.
2. Create a funding plan to incorporate all required resources.
3. Make a final recommendation on a program and provide community education.
4. Purchase program (materials, training, software, etc.).

Key Actions:

1. Provide monthly progress reports for the School Committee (public release) and staff from the Asst. Superintendent.
2. As part of the Business manager's financial reports, provide mid-year and third quarter progress tracking in FY 2015 budget that may identify opportunities to support project funding.

3. Evaluate hardware and software needs to support recommended programs and incorporate those needs into the procurement and roll-out plan. (December-February)
4. Work with School Committee and Town Officials to evaluate options to finance the required resources including budget allocation, capital investment, borrowing, and other available opportunities. (February - March)
5. Solicit bids and proposals to determine total costs for implementation (May-June).
6. Prepare reports/presentations for community review on the funding options and the cost benefit of the selected program. (March – April)
7. Secure funding at the Town Meeting (May) and purchase program for FY 2016 roll-out. (May-June)

Update:

Actions 1-4,6,7 are complete and goal has been met. We are finalizing the bids for the technology initiative and negotiations are nearly complete with Pearson on the curriculum materials. These actions will be finalized and awarded prior to June 30 for summer deliverables.

Goal 4: District Improvement Goal – Effectively Implement a Comprehensive Communications Strategy to Promote HPS Accomplishments and Opportunities for Community Participation in Student Activities and Events

Objective 4: Community Engagement

Evaluation Standard III (Indicators A, B)

In collaboration with the Office of Family and Community Engagement (FACE), our Technology Team, and Administrators, we will 1) develop and implement a collaborative communication platform and public relations strategy to promote HPS accomplishments to the broader community and increase awareness of HPS events, and 2) increase opportunities for community involvement with our schools.

Goal Summary: To increase awareness of HPS events, accomplishments, and community engagement opportunities in a comprehensive communications platform.

1. Implement a coordinated communications strategy to centralize information.
2. Enhance and streamline web format and content to promote and celebrate student achievements, school events, and opportunities for involvement.
3. Develop and implement new activities and events to increase community access and engagement with HPS.

Key Actions:

1. In collaboration with FACE, Tech Team, and Administrators, we will evaluate and modify the HPS website to increase ease of use, updated, and centralized information. (Ongoing)
2. Utilize social media to direct users to the web site for current news and updates. (Ongoing)

3. In partnership with HCTV, develop school centered programming to inform and entertain the community on HPS happenings. (Fall to Spring)
4. Develop and implement new events to bring employees and families together. (Seasonal)
5. Develop and implement new events to share with the greater community (ie: senior dinner, access to cultural events, promotion of athletic events, etc). (Spring)
6. Provide regular access and information to local media outlets to encourage and support coverage of HPS community engagement initiatives. (Ongoing)

Update:

Actions complete (#5 remains in progress and is adjusted throughout the year as opportunities develop).
 Note: The Senior Citizen Dinner has been tentatively scheduled for October 2015 as a result of challenging winter plans during this school year.

Goal 5: District Improvement Goal - ALICE Training and Implementation:

Evaluation Standard II (Indicator A), Standard III (Indicator A)

In collaboration with the Hanover Police Department, District Security Liaison, and Leadership Team, we will train all HPS staff through direct instruction and active participant training on response strategies to critical incidents such as a school shooter.

Goal Summary: To educate and empower all HPS employees with the strategies to respond to a school shooter or other critical incident.

1. Train HPS staff on ALICE strategies.
2. Educate the community on ALICE and school safety issues.
3. Engage in ongoing age appropriate student/staff training and drills.

Key Actions:

1. Coordinate with HPD to certify HPS employees (including member of the School Committee) as ALICE trainers. (Ongoing)
2. Train all leadership team members and secure 100% group buy-in. (Completed)
3. Educate and inform School Committee of ALICE and training plan. (Ongoing)
4. Inform and prepare staff of training and protocol changes. (September)
5. Implement full-day training on ALICE supported by HPD. (October 14)
6. Schedule and implement a “community forum” to educate parents and community members on ALICE and respond to questions and ideas. (October – November)
7. Implement age appropriate student training and drills. (Fall ’14 and Spring ’15)
8. Follow up drills and new employee orientation. (Annual)

Update:

Actions have been met and goal has essentially been met for 2014-2015. We are actively working on #8 (spring drills) and will make plans for new employee orientation during summer 2015.

Goal 6: Professional Practice Goal - New Superintendent Induction Program Year II

Develop skills in strategy development, data analysis, and instructional leadership by completing the second year of the New Superintendent Induction Program and earning at least Proficient ratings on each major assignment.

Evaluation Standard IV (Indicator D)

Key Actions:

1. Attend daylong sessions and required workshops.
2. Complete all assignments.
3. Consult with my assigned coach at least monthly.
4. Report progress to School Committee at year-end goals update and self-evaluation.

Update:

Actions are complete. Year 3 of the program involves more focused work in regional groups.