

**San Juan Island School District**

**District Improvement Plan**

**2016-2017 Formative Review Quick Update**

**Accountability Rating: Good**



# **Mission Statement**

Promote excellence, engaging every student, every day, through superior instruction, high expectations and academic content that is both challenging and individually relevant.

# **Vision**

Our students will graduate prepared for life's challenges, productive citizens who are happy, healthy and compassionate.

# **Value Statement**

Stewardship: Engender trust by ensuring a responsive and optimal use of district resources, in a manner that is clear and transparent to all stakeholders.

Table of Contents

..... 4

Goal 1: Powerful Teaching and Learning ..... 4










Goal 2: District Climate ..... 13

Goal 3: Early Learning ..... 31

## Goal 1: Powerful Teaching and Learning

**Performance Objective 1: CURRICULUM AND INSTRUCTION:** Each student will be equipped to achieve the highest level of success in all curricular areas as evidenced by a written, aligned, comprehensive K-12 curriculum with specific emphasis on Science and Math.










### Summative Evaluation 1: Significant progress made toward meeting Performance Objective

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
<b>Closing the Achievement Gap Strategy</b> <b>Student Growth Strategy</b> <b>Characteristics of High Performing Schools</b> CHPS 1 CHPS 2 CHPS 3 CHPS 4 CHPS 5 CHPS 6 CHPS 7 CHPS 8 1) Facilitate curriculum work groups to provide continuity and consistency across all grade levels and campuses in core content areas with specific emphasis on Science and Math.	Superintendent Principals	# of curriculum work groups conducted				
<b>Closing the Achievement Gap Strategy</b> <b>Student Growth Strategy</b> <b>Characteristics of High Performing Schools</b> CHPS 1 CHPS 2 CHPS 3 CHPS 4 CHPS 5 CHPS 6 CHPS 7 CHPS 8 2) Measure curriculum alignment using random walk through conducted by campus administrators.	Principals	% of walkthroughs that document alignment				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

## Goal 1: Powerful Teaching and Learning

**Performance Objective 2:** CURRICULUM AND INSTRUCTION: Develop opportunities for understanding and implementing the K-12 curriculum with an emphasis on Science and Math.

**Summative Evaluation 2:** Some progress made toward meeting Performance Objective








Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
<b>Closing the Achievement Gap Strategy</b> <b>Student Growth Strategy</b> <b>Characteristics of High Performing Schools</b> CHPS 1 CHPS 2 CHPS 3 CHPS 4 CHPS 5 CHPS 6 CHPS 7 CHPS 8 1) Train core teachers on CCSS and NGSS	Superintendent Principals	% completion of training as measured sign in sheets, evaluation forms, agendas				
<b>Closing the Achievement Gap Strategy</b> <b>Student Growth Strategy</b> <b>Characteristics of High Performing Schools</b> CHPS 1 CHPS 2 CHPS 3 CHPS 4 CHPS 5 CHPS 6 CHPS 7 CHPS 8 2) Provide training opportunities for Response to Intervention/MTSS and enrichment for designated staff.	Superintendent Principals	# of opportunities provided as measured in sign in sheets, evaluation forms, agendas				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

**Goal 1:** Powerful Teaching and Learning

**Performance Objective 3:** CURRICULUM AND INSTRUCTION; Create a curriculum/assessment system for all students that is differentiated and sensitive to student need.

**Summative Evaluation 3:** Some progress made toward meeting Performance Objective










Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June

<b>Closing the Achievement Gap Strategy</b> <b>Student Growth Strategy</b> <b>Characteristics of High Performing Schools</b> CHPS 1 CHPS 2 CHPS 3 CHPS 4 CHPS 5 CHPS 6 CHPS 7 CHPS 8 1) Evaluate the curriculum effectiveness in relation to student achievement.	Superintendent Principals	% of student performance on Unit Exams and on the SBAC in each tested subject				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

### Goal 1: Powerful Teaching and Learning

**Performance Objective 4: CURRICULUM AND INSTRUCTION:** Create as system to ensure instructional strategies are relevant, engaging, and incorporate 21st century learning skills










#### Summative Evaluation 4:

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
<b>Closing the Achievement Gap Strategy</b> <b>Student Growth Strategy</b> <b>Characteristics of High Performing Schools</b> CHPS 1 CHPS 2 CHPS 3 CHPS 4 CHPS 5 CHPS 6 CHPS 7 CHPS 8 1) Increase professional's capacity (awareness, knowledge and skills) to effectively address cultural competency.	Superintendent Principals	% of professionals trained				
<b>Closing the Achievement Gap Strategy</b> <b>Student Growth Strategy</b> <b>Characteristics of High Performing Schools</b> CHPS 1 CHPS 2 CHPS 3 CHPS 4 CHPS 5 CHPS 6 CHPS 7 CHPS 8 2) Design and implement a district-wide RtI/MTSS plan.	Superintendent Director Principals	% of RtI plan completed				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

**Goal 1:** Powerful Teaching and Learning

**Performance Objective 5:** TECHNOLOGY: Create opportunities for students to engage with technology to meet their individual needs.

**Summative Evaluation 5:** Some progress made toward meeting Performance Objective

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
<b>Closing the Achievement Gap Strategy</b> <b>Student Growth Strategy</b> <b>Characteristics of High Performing Schools</b> CHPS 1 CHPS 2 CHPS 3 CHPS 4 CHPS 5 CHPS 6 CHPS 7 CHPS 8 1) Develop a multiple year phase-in plan to promote technology integration and utilization by students from process to product.	Superintendent IT Manager	% completion of plan developed				
<b>Closing the Achievement Gap Strategy</b> <b>Student Growth Strategy</b> <b>Characteristics of High Performing Schools</b> CHPS 1 CHPS 2 CHPS 3 CHPS 4 CHPS 5 CHPS 6 CHPS 7 CHPS 8 2) Increase instructional level (Successmaker and Grad Point) as a means for increasing student engagement and instructional rigor.	Superintendent Principals Academy Directors and Co-Directors	% increase on each level as measured walkthroughs and assessment data.				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

**Goal 1:** Powerful Teaching and Learning








**Performance Objective 6:** TECHNOLOGY: Increase classroom-based access to technology for students.

**Summative Evaluation 6:** Some progress made toward meeting Performance Objective

**Goal 1:** Powerful Teaching and Learning

**Performance Objective 7:** PROFESSIONAL DEVELOPMENT: Provide professional development opportunities that are relevant, effective, and ongoing.

**Summative Evaluation 7:** Some progress made toward meeting Performance Objective

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
<b>Closing the Achievement Gap Strategy</b> <b>Student Growth Strategy</b> <b>Characteristics of High Performing Schools</b> CHPS 1 CHPS 2 CHPS 3 CHPS 4 CHPS 5 CHPS 6 CHPS 7 CHPS 8 1) Align the professional development plan with the Strategic Plan, District and School Improvement Plans.	Superintendent Principals	% of alignment of professional development plan with the SP, DIP and SIP				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						









**Goal 1:** Powerful Teaching and Learning

**Performance Objective 8:** PROFESSIONAL DEVELOPMENT: Provide relevant, effective, and ongoing opportunities for teachers to collaborate regarding the teaching and learning process.

**Summative Evaluation 8:** Some progress made toward meeting Performance Objective

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June












<b>Closing the Achievement Gap Strategy</b> <b>Student Growth Strategy</b> <b>Characteristics of High Performing Schools</b> CHPS 1 CHPS 2 CHPS 3 CHPS 4 CHPS 5 CHPS 6 CHPS 7 CHPS 8  1) Provide opportunities for vertical and horizontal collaboration with key leaders from each subject area.	Superintendent Principals	% of teachers in attendance as documented through agendas, evaluation and sign in sheets.				
<b>Closing the Achievement Gap Strategy</b> <b>Student Growth Strategy</b> <b>Characteristics of High Performing Schools</b> CHPS 1 CHPS 2 CHPS 3 CHPS 4 CHPS 5 CHPS 6 CHPS 7 CHPS 8  2) Increase instructional leadership coaching to ensure awareness of organizational mission and clarity	Superintendent	# of professional development sessions facilitated by coach				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

## Goal 1: Powerful Teaching and Learning

**Performance Objective 9: PROFESSIONAL DEVELOPMENT:** Increase collaboration between and among all SJISD employees.

### Summative Evaluation 9:


















Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
<b>Closing the Achievement Gap Strategy</b> <b>Student Growth Strategy</b> <b>Characteristics of High Performing Schools</b> CHPS 1 CHPS 2 CHPS 3 CHPS 4 CHPS 5 CHPS 6 CHPS 7 CHPS 8  1) Campus administrators will create collaborative opportunities for staff to share best practices with staff from other campuses.	Superintendent Principals	# of opportunities created for sharing best practices				

<b>Closing the Achievement Gap Strategy</b> <b>Student Growth Strategy</b> <b>Characteristics of High Performing Schools</b> CHPS 1 CHPS 2 CHPS 3 CHPS 4 CHPS 5 CHPS 6 CHPS 7 CHPS 8 2) Establish and conduct "Talk Sup" focus groups between Teachers and Superintendent	Superintendent	# of voluntary participants; # of sessions conducted				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

### Goal 1: Powerful Teaching and Learning

**Performance Objective 10: HUMAN RESOURCES:** Obtain exceptionally qualified personnel through a stringent and structured recruiting and interview process











#### Summative Evaluation 10:

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Develop relevant and detailed job descriptions for all positions	Marie Rothlisberger	100% of all jobs have an updated job description				
2) Improve employee entrance and exit feedback process to provide valuable recruitment/retention data for decision making	Marie Rothlisberger	% development of improvements to current process				
3) Expand "grow your own" opportunities to develop leader for future advancement	Danna Diaz, Marie Rothlisberger	# opportunities provided				
4) Implement a long range employee succession plan for district leadership positions	Danna Diaz, Marie Rothlisberger	% development of succession plan				
5) Broaden recruitment effort to select quality candidates to meet the diverse needs of the district	Marie Rothlisberger	# of new recruiting sites that promote bilingual or critical shortage area candidates				
6) Train supervisors on structured interview process	Marie Rothlisberger	100% of supervisors trained				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

**Goal 1:** Powerful Teaching and Learning

**Performance Objective 11:** FISCAL: Monitor and manage Budgets to ensure available resources are maximized.




**Summative Evaluation 11:**












Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Schedule regular meetings with each budget manager to review budget status.	Business Manager Superintendent Budget Managers	80% of scheduled meetings are completed.				
2) Create customized reports for each budget manager in Skyward.	Business Manager Superintendent Budget Managers	Provide requested reports by the end of September, 2016.				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

**Goal 1:** Powerful Teaching and Learning

**Performance Objective 12:** FISCAL: Collaborate with local foundations to establish endowment campaigns to fund permanent additional Teaching and Learning Programs.

**Summative Evaluation 12:**












Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
<b>Closing the Achievement Gap Strategy</b> <b>Student Growth Strategy</b> 1) Identify area of need, quantify with data and alignment with strategic plan.	Superintendent Building Principals Business Manager School Board	Preparation of plan for community distribution.				

<b>Closing the Achievement Gap Strategy Student Growth Strategy</b> 2) Identify level of need and target amounts for endowments.	Superintendent Building Principals Business Manager School Board	Establishment of funding goals.				
<b>Closing the Achievement Gap Strategy Student Growth Strategy</b> 3) Identify community partners to assist with endowment planning.	Superintendent Building Principals Business Manager School Board	# of community partners involved in process.				
<b>Closing the Achievement Gap Strategy Student Growth Strategy</b> 4) Schedule Community Outreach meetings to inform and engage constituents.	Superintendent Building Principals Business Manager School Board	# of meetings scheduled.				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

## Goal 1: Powerful Teaching and Learning

**Performance Objective 13: COMMUNITY ENGAGEMENT:** Develop a plan to recognize local partnerships and businesses.










### Summative Evaluation 13:

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
<b>Closing the Achievement Gap Strategy Student Growth Strategy</b> 1) Create a list of local partnerships and services provided.	Superintendent Business Manager	% of partners recognized.				
<b>Closing the Achievement Gap Strategy Student Growth Strategy</b> 2) Create a list of support needed.	Superintendent Admin Team Leadership Team	# of identified needs & support areas.				
<b>Closing the Achievement Gap Strategy Student Growth Strategy</b> 3) Publicize list of list of volunteer opportunities	Superintendent Admin Team Leadership Team	# of volunteer activities listed, amount of support received.				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

## Goal 2: District Climate

**Performance Objective 1: HUMAN RESOURCES:** Increase awareness of nondiscrimination practices to enhance policies and procedures related to the support of all protected classes of students, families, employees, and community members.



### Summative Evaluation 1:








Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
<b>Closing the Achievement Gap Strategy</b> <b>Student Growth Strategy</b> 1) Create a checklist of all locations and opportunities utilized for display of nondiscrimination messages.	Maude Cumming	Checklist will be available for review in district office. Checklist will be reviewed bi-annually for completion.				
<b>Closing the Achievement Gap Strategy</b> <b>Student Growth Strategy</b> 2) Review and analyze CRDC data results with Leadership Team as results are released from US Dept of Education	Maude Cumming	Agenda reviews				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

## Goal 2: District Climate

**Performance Objective 2: HUMAN RESOURCES:** Review and renew format of Affirmative Action Plan for readability and use as a resource.

### Summative Evaluation 2:












Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Review other samples of school district Affirmative Action Plans to determine best format for SJISD.	Maude Cumming	Sample at least three (3) different plans from like sized schools.				

2) After selection of new format (with assistance of Superintendent), apply local statistics and data for completion and presentation to school board by March, 2017.	Maude Cumming	Accepted "Plan" by school board.				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

## Goal 2: District Climate

**Performance Objective 3:** HUMAN RESOURCES: Update the evaluation forms for PSE classified positions and non-represented classified positions
















### Summative Evaluation 3:

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Request sample evaluation forms from other school districts	Marie Rothlisberger	receive sample forms				
2) Create a committee involving administrators, PSE and non-represented classified staff to recommend new evaluation forms	Danna Diaz, Marie Rothlisberger	new evaluation forms done				
3) Negotiate with PSE to update evaluation forms in PSE CBA	Danna Diaz, Marie Rothlisberger	successful negotiations, new forms are added to PSE contract				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

## Goal 2: District Climate

**Performance Objective 4:** HUMAN RESOURCES: Recognize and value employee contributions





### Summative Evaluation 4:
















Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Train administrators on effective leadership strategies for building camaraderie and teamwork	Danna Diaz, Marie Rothlisberger	# of staff trained, % of staff indicating satisfaction with leadership				
2) Boost the district's employee morale by celebrating accomplishments	Marie Rothlisberger	# of celebrations				
3) Train staff on customer service to raise service levels and improve team work	Marie Rothlisberger	# of staff trained				
4) Promote a feeling of happiness and satisfaction in the workplace by organizing fun activities.	Marie Rothlisberger	# of fun activities				
5) Bridge the "gap" between elementary and secondary campuses by organizing activities that bring staff together.	Marie Rothlisberger	# of activities				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

## Goal 2: District Climate

**Performance Objective 5: COMMUNITY ENGAGEMENT:** Partnerships between the district and community will be strengthened in order to increase shared responsibility and trust.

### Summative Evaluation 5: Some progress made toward meeting Performance Objective

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
<b>Characteristics of High Performing Schools</b> CHPS 9 1) Train administrators on the use of Blackboard communication system	Superintendent	% of administrators trained; % of use				
<b>Characteristics of High Performing Schools</b> CHPS 9 2) Provide monthly communication to stakeholder groups via media, website, email. etc	Superintendent Executive Assistant	% completion at the end of the year				

<b>Characteristics of High Performing Schools</b> CHPS 9 3) Develop short informational videos to help stakeholders better understand various aspects of the district such as finances, needs and state mandates.	Superintendent	# of videos produced; # of views				
<b>Characteristics of High Performing Schools</b> CHPS 9 4) Provide customer service training for all staff	Superintendent	% of personnel trained				
<b>Characteristics of High Performing Schools</b> CHPS 9 5) Provide a snapshot of district performance data through the use of dashboards on the district website	Superintendent	% completion and views				
<b>Characteristics of High Performing Schools</b> CHPS 9 6) Hold quarterly meetings with community members to review plan and provide update on district goals.	Superintendent	Agendas, sign in sheets, evaluation, # of participants				
<b>Characteristics of High Performing Schools</b> CHPS 9 7) Establish methods for increasing participation of Hispanic stakeholders in third party surveys and/or focus groups to measure satisfaction and plan communication efforts.	Superintendent Principals	# of communication efforts targeting participation in surveys;% increase in participation compared to prior year				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

## Goal 2: District Climate

**Performance Objective 6: FOOD FOR THOUGHT:** Develop timeline and identify needs regarding upcoming High School kitchen and facility remodel.

**Summative Evaluation 6:** Some progress made toward meeting Performance Objective

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June



1) JLR Consult	Varvaro	Initial Consult Consulted				
2) Walk Through with Facilities	Varvaro/Holmes	Walk through Completed				
3) Quotes on equipment	Varvaro/Domenech	Gather quotes				
4) Upgrade Electrical and Plumbing	Varvaro/Holmes	Consult with FHE and Kelby				
5) Planned use for outside green space	Varvaro/Holmes/Domenech/Woods	Meet, consult, establish timeline and benchmarks for permitting and human capital				
6) 6) Explore State and Federal barriers to planned remodel	Varvaro/Holmes/Domenech	Research bulletins, mandates or communications regarding spending of Capital funds for Child Nutrition.				
= Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						








## Goal 2: District Climate

**Performance Objective 7: FOOD FOR THOUGHT:** Develop timeline and identify needs regarding upcoming Elementary School kitchen and facility remodel.



### Summative Evaluation 7:

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) JLR Consult	Varvaro	Consult completed				
2) Quotes on equipment	Varvaro/Domenech	Gather quotes				
3) Walk Through with Facilities	Varvaro/Holmes/Carroll	Walk through Completed				
4) Planned use for outside loading dock space	Varvaro/Holmes/Carroll	Meet, consult, establish timeline and benchmarks for permitting and human capital				
= Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

**Goal 2:** District Climate**Performance Objective 8:** FOOD FOR THOUGHT: Develop timeline and identify needs regarding Middle School kitchen use and maintenance.**Summative Evaluation 8:**

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Consult with MS staff regarding upgrade	Varvaro/Holmes/Woods	Meet and Consult				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

**Goal 2:** District Climate**Performance Objective 9:** FOOD FOR THOUGHT: Investigate viability of Summer Feeding Program, Pantry and 1/2 day lunch service for the 2018-19 School Year.**Summative Evaluation 9:****Goal 2:** District Climate**Performance Objective 10:** FOOD FOR THOUGHT: Build full capacity for Personnel in the kitchen and support staff.**Summative Evaluation 10:** Significant progress made toward meeting Performance Objective

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Hire Sous Chef Position	Varvaro	New Hire				
2) Hire Student Account Position	Varvaro	New Hire				

3) Hire Asst Cook Position	Varvaro	Replacement Hire				
4) Labor Evaluation regarding production, efficiency and capacity for future initiatives	Varvaro	Analytics				
5) Schedule training and professional development for staff - Child Nutrition OSPI	Varvaro	Completed Trainings				
6) Schedule training and professional development for staff - SJISD Safe Schools / Tech	Varvaro/McVeigh	Completed Trainings				
7) Schedule training for Anti-discrimination	Varvaro	Completed Training				
8) Student Account Position at full capacity of job description	Varvaro	Ability to perform all tasks on job description				
9) Assistant Cook Position at full capacity of job description	Varvaro	Ability to perform all tasks on job description				
10) Sous Chef Position at full capacity of job description	Varvaro	Ability to perform all tasks on job description				
= Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

## Goal 2: District Climate

**Performance Objective 11:** FOOD FOR THOUGHT: Increase local and farm-to-school initiatives within the lunch program.












### Summative Evaluation 11:

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Participate in trainings, consultations	Varvaro	Complete webinars, participate in online discussions, consult with vendors and OSPI				
2) Collaborate with USDA and WSDA to fully utilize entitlement	Varvaro	Consultations, surveys and feedback forms completed				
= Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

## Goal 2: District Climate

**Performance Objective 12:** FOOD FOR THOUGHT: Student and Staff account management.












**Summative Evaluation 12:** Significant progress made toward meeting Performance Objective

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Analyse current practices	Varvaro/Domenech	Meet and analyse data.				
2) Identify and clear noncollectable debts	Varvaro/Domenech	Meet and analyse data				
3) Robo-notification practices and procedure	Varvaro/Domenech/Nickelson/Curtis	Accurate and timely notifications for staff and students				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

## Goal 2: District Climate

**Performance Objective 13:** FOOD FOR THOUGHT: Organize Facility Use Requests for kitchen that minimizes impact on FS staff, facility and consulting/training demands.

**Summative Evaluation 13:**

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Analyse and evaluate current practices	Varvaro/Holmes	evaluation of practice				
2) Consult other districts regarding community use of the Food Service Space	Varvaro/Holmes	Summarize review of others' practices and successes				
3) Identify internal breakdowns and deficiencies regarding facility use protocol	Varvaro/Ball/Holmes	Summarize review of current practices, deficiencies and successes				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

**Goal 2:** District Climate

**Performance Objective 14:** FOOD FOR THOUGHT: Increase and maintain student and staff morale.

**Summative Evaluation 14:**

**Goal 2:** District Climate














**Performance Objective 15:** FOOD FOR THOUGHT: Promote community support and involvement and/or awareness through events and promotions

**Summative Evaluation 15:**

**Goal 2:** District Climate

**Performance Objective 16:** FOOD FOR THOUGHT: Continuous Food Safety Monitoring and Reporting












**Summative Evaluation 16:**

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Monitor and prevent cross-contamination and high-risk practices	Varvaro	Absence in Food Borne Illness				
2) Monitor and minimize food waste through proper handling and rotation practices.	Varvaro	Absence of increased food waste or destroyed inventory				
3) Monitor and incorporate new Food Safety Practices to Standard Operating Procedures	Varvaro	Pass Health Inspection				
4) All employees and students educated in best practices	Varvaro	Valid Food Handler's Permits				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

**Goal 2:** District Climate

**Performance Objective 17:** FOOD FOR THOUGHT: Continuous monitoring and improvement of employee and student safety.







**Summative Evaluation 17:**






Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Maintain inventory of burn and cut preventing equipment.	Varvaro	no gap in resources				
2) Education and training regarding staff and student safety procedures	Varvaro	Completed training and demonstration of proper procedures.				
3) Education and training regarding slip and fall risks	Varvaro	Completed training and demonstration of proper procedures.				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

**Goal 2:** District Climate

**Performance Objective 18:** FOOD FOR THOUGHT: Maintain Kitchen Facility Safety

**Summative Evaluation 18:**










Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Provide adequate safety equipment	Varvaro/Hauck	Maintenance and scheduled replacement of depreciated safety equipment.				
2) Provide first aid supplies to swiftly and safely address injury and safe cleanup.	Varvaro	First aid readily available for injury and safe clean up supplies available.				
3) Sanitation and cleaning occurs on a regular schedule to ensure a pest and rodent free kitchen.	Varvaro/Hauck	Lack of pest and rodent sign.				

 = Accomplished
  = Considerable
  = Some Progress
  = No Progress
  = Discontinue

## Goal 2: District Climate

**Performance Objective 19:** FOOD FOR THOUGHT: Technology supports the program with fiscal responsibility, educational opportunities, production and outreach.


### Summative Evaluation 19:

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) JTouch in Kitchen to use for recipe development and production records	Varvaro/Nickelson	JTouch Installed and consistently working.				
2) Technology training relevant to kitchen technology	Varvaro/Knox	Training complete and skills demonstrated				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

## Goal 2: District Climate

**Performance Objective 20:** TRANSPORTATION: Make sure that the SUV Motor pool is on a set maintenance cleaning schedule Which includes detailing inside and outside of vehicles for the fall and spring of the 2016/2017 school year and beyond.

### Summative Evaluation 20: Met Performance Objective









Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) TRANSPORTATION/MOTOR POOL Regular vehicle maintenance (mechanical and cosmetic)	Transportation Supervisor	regular scheduling with Island Detail as well Mike Carlson Enterprises and or Finish Line Automotive				

 = Accomplished
  = Considerable
  = Some Progress
  = No Progress
  = Discontinue

## Goal 2: District Climate

**Performance Objective 21:** TRANSPORTATION: To ensure that a bus facility work station is installed and operational at our new bus facility. This would include an established land line, computer station, printer and office supplies. As well as a video surveillance to ensure safety of the bus facility that ties in with our tech department.


### Summative Evaluation 21: Met Performance Objective

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) To work with Deb Nicholson and the tech department to ensure a fully functional work station that is fully networked.	Transportation Supervisor/ Deb Nicholson Tech Department	Routes are easily accessible and manageable, video data is secured and view able.				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						







## Goal 2: District Climate

**Performance Objective 22:** TRANSPORTATION: Ensure all school buses are maintained as evidence with the yearly maintenance schedule

### Summative Evaluation 22: Some progress made toward meeting Performance Objective

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) TRANSPORTATION School buses will have summer maintenance performed	Transportation Supervisor	Receipts of maintenance				



2) TRANSPORTATION Ensure all school buses meet state code for transportation	Transportation Supervisor	Winter Inspection				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

## Goal 2: District Climate

**Performance Objective 23:** FACILITIES: By the end of 2016-2017, the Turnbull gym remodel will be completed as evidenced by the architectural design and meetings with contractors

**Summative Evaluation 23:** Some progress made toward meeting Performance Objective








Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) 1) Facilities: Hiring Architect	Holmes	Architect Hired				
2) Facilities: Hiring Contractors	Holmes/ Architect	Contractor Hired				
3) Facilities: Project completed	Holmes/ Architect	Project completion				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

## Goal 2: District Climate

**Performance Objective 24:** FACILITIES: Key Control: Research modernization of key control systems for Turnbull Gym to ensure safety and community use

**Summative Evaluation 24:**








Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June

1) 1) Facilities: Research and locate provider of card lock system.	Holmes	Installer and system identified				
2) Facilities: Install card lock system	Holmes	Contractor completes installation				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

## Goal 2: District Climate

### Performance Objective 25: FACILITIES: Install internal lock sets for the classrooms in FHMS and FHHS



#### Summative Evaluation 25: Some progress made toward meeting Performance Objective








Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) 1) Facilities: Identify number and type of lock sets needed.	Holmes	Lock sets received				
2) Facilities: Install lock sets	Holmes	Project completed				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

## Goal 2: District Climate

**Performance Objective 26: ATHLETICS:** By the end of 2016-2017 academic year, 100 % student athletes will be screened for baseline concussion evaluation as evidence by the concussion baseline score

#### Summative Evaluation 26:












Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Train coaches/testers on the assessment tool	AD	Sign in sheet, agenda, score sheets				

2) Create timeline to test student athletes	AD	Student athletes will have completed test results				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

## Goal 2: District Climate

**Performance Objective 27:** ATHLETICS: By the Fall 2016 season have the online Rank 1 site available to complete athletic eligibility paperwork.



### Summative Evaluation 27:







Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Meet with Athletic Secretary prior to the end of June to facilitate implementing the site.	Athletic Director	Site will be operational by Fall 2016 Season				
2) Meet with Athletic Secretary to design / update current athletic eligibility forms to use for the 2016-17 school year.	Athletic Director and Athletic Secretary	Forms will be in place for use during the 2016-17 school year				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

## Goal 2: District Climate

**Performance Objective 28:** ATHLETICS: Ensure that 100% of our coaching staff is compliant with WIAA and SJISD coaching Standards

### Summative Evaluation 28:















Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Present a list of all standards that are required to be met by WIAA and SJISD at the pre-season coaches meeting.	Athletic Director	Coaches will provide documentation that standard has been met.				

2) Enter completed standards data on the school data and WIAA data base to monitor coaches completion status.	Athletic Director and Athletics Secretary.	Data will be displayed in the mentioned data formats.				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

## Goal 2: District Climate

**Performance Objective 29: FISCAL:** Streamline and facilitate daily deposits.














### Summative Evaluation 29:

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Train office staff on how to load student fees, record payments and generate daily reports	Fiscal Staff Office Managers Secretaries Food Service Director	Conduct training at the beginning of school year.				
2) Create recurring templates for all buildings and transmittal (deposit detail information) types in Skyward.	Fiscal Staff Office Managers Secretaries Food Service Director	Conduct training at the beginning of school year.				
3) Reconcile transmittals daily with bank deposits	Fiscal Staff Office Managers Secretaries Food Service Director	Each bank deposit is supported by a transmittal record and transfers are made to County Treasurer in accordance with State Auditor guidelines.				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

## Goal 2: District Climate

**Performance Objective 30:** FISCAL: Process the "Accounts Payable" on time twice monthly.







**Summative Evaluation 30:**

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Create and publish a calendar for the school year with due dates for submission of requisitions.	Fiscal Staff	No last-minute requests for requisition approval outside of the published dates.				
2) Create and publish a calendar for the school year with due dates for submission of claims requests and invoices.	Fiscal Staff	No calls from vendors inquiring about payment or late payments.				
3) Provide training to Office Managers on how to process requisitions, report receipting, submit invoices and expense claims.	Fiscal Staff	Feedback from Office Managers and district staff.				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

**Goal 2:** District Climate

**Performance Objective 31:** FISCAL: Provide timely budget updates to all budget managers.

**Summative Evaluation 31:**

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) Training building staff to enter budget transfers.	Fiscal Staff Superintendent Building Principals Office Managers	Requisitions submitted reflect sufficient budget in their budget category.				
2) Train budget managers on submission for increases to their budget.	Business Manager Superintendent Building Principals Budget Managers Human Resources	100% of budget managers are trained on the process.				



= Accomplished



= Considerable



= Some Progress



= No Progress










= Discontinue

### Goal 3: Early Learning

**Performance Objective 1: COMMUNITY ENGAGEMENT:** Collaboratively establish partnerships that mutually benefit our district and community increasing a sense of commitment for Early Learning












#### Summative Evaluation 1:

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
1) 1) Expand the menu of engagement for stakeholders regarding Early Learning	Superintendent Early Learning Consortium	# of stakeholders participating in the event; # of attendees to the event				
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						

### Goal 3: Early Learning

**Performance Objective 2: PROFESSIONAL DEVELOPMENT:** Develop a comprehensive professional development plan with 3-4 areas of emphasis that is job embedded, ongoing, and linked to the district's strategic directions.

#### Summative Evaluation 2: Some progress made toward meeting Performance Objective

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Reviews			
			Formative			Summative
			Nov	Jan	Mar	June
<b>Closing the Achievement Gap Strategy</b>						
1) Professional Development plan will include differentiation practices.						
2) Professional Development plan will include inclusive practices, accommodations and modifications, and address the over-reliance of paraeducators.						
3) Professional Development plan will include Multi-Tiered System of Supports.						
 = Accomplished  = Considerable  = Some Progress  = No Progress  = Discontinue						