

Wallingford Public Schools 2011-2016 Strategic Plan

Date: June 11, 2012

Strategic Plan Area: Communication

Update Completed by: Jan Guarino

Goal # 1 : Students, parents, families and the community will have access to pertinent information about our schools, 24 hours per day, and 7 days per week.

Objective: Optimize available technologies and identify potential additional resources

Actions: (found in the strategic plan)	Update: (Steps Taken since last update)	Proposed Changes or Next Steps
Action Step #1 – Develop a communications/technology committee	Technology Management Team formed – Serves as clearing house for technology issues and is created Acceptable Use Policy, regulations and procedures	Creation and approval of policy, implementation and training re: regulations
Action step #2 – Develop and fully implement a fully function user-friendly website that is updated regularly	A new district website was launched in August of 2011. It was designed to be more user friendly and to highlight the district’s many programs and successes.	Continue to modify and seek feedback from users
Action Step #3 – Fully implemented e-notify and auto-dialer that can be customized for interest	E notify and auto dialer has been launched customization feature pending	Launch customization features
Action Step #4 – Create parent email directories to send pertinent information electronically	Email addresses have been collected and entered into student data base (Powerschool). Schools have begun to use mass email notifications	Continue to expand and perfect use of mass email processes
Action Step #5 – Explore additional opportunities for local educational public access television (WPSTV)	Broadcasts highlighting students and school events have been recorded. New equipment has been purchased to improve quality of videography and district’s own studio capabilities. Research conducted to find out how much time is available to the district on local cable network.	Begin to utilize new equipment and communicate with school community that more and better quality coverage of events is now attainable. More cable broadcastings.
Action Step #6 – Make safe and efficient use of appropriate social media	Have begun review of all district policies, including: acceptable use policy update and new policy regarding use of social media Continued exploration into safe use of new technologies (cloud etc...)	Edit/Write policies and present to Board of Education for approval Continue to explore safe options

Wallingford Public Schools 2011-2016 Strategic Plan

Date: June 11, 2012

Strategic Plan Area: Communication

Update Completed by: Jan Guarino

Goal # 2: Students and parents will be able to access information about student progress on a regular basis.

Objective: Make information on individual student progress more informative, consistent and accessible

Actions: (found in the strategic plan)	Update: (Steps Taken since last update)	Proposed Changes or Next Steps
Action Step # 1: Implement PowerSchool Parent portal	Pilot of parent portal has taken place at middle schools and high schools in district. Discussion about use for elementary schools continues.	Parent Portal use at elementary schools for transportation and other basic information Launch limited elementary component and share with elementary parents and staff when ready to launch
Action Step #2: Provide professional development for teachers to improve understanding and practices reading feedback on assessments and academic communication to parents.	Professional development in the use of Powergrade has been presented to teachers who will communicate with parents through PowerSchool	
Action Step #3: Provide opportunities for parents to gather information about career exploration, post-secondary education and other guidance actions.	Guidance Staff , administrators and central office staff from high schools and middle schools attended CSDE information day regarding Student Success Plans and Capstone Projects School To Career Committee sets a new essential question which will serve as its mission: What skills do our students need to be successful in college and in their careers?	Event to be planned and held Guidance management team will continue to create the SSP and Capstone plan for the district utilizing Naviance

	<p>High schools planned and implemented college and career night to parents.</p> <p>Middle schools advertised and held career day events.</p> <p>Naviance has been utilized at both high schools and middle schools to set one of the career, social, academic goals for each student</p>	<p>Propose building level school to career positions at each high school for 2013-14 budget</p>
--	---	---

Wallingford Public Schools 2011-2016 Strategic Plan

Date: June 11, 2012

Strategic Plan Area: Communication

Update Completed by: Jan Guarino

Goal # 3: All stakeholders will have a better understanding of the vision, mission, operations and needs of the school district.

Objective: Embed the vision and mission within all aspects of the culture of the Wallingford School District

Actions: (found in the strategic plan)	Update: (Steps Taken since last update)	Proposed Changes or Next Steps
Action Step # 1 Post vision, mission, goals and objectives on website and all district publications	Vision, mission, goals and objectives are posted on the website. Mission, vision goals and objectives are posted in the new teacher evaluation document. Mission and vision statements are posted in many school offices and rooms and on some stationary and letterhead.	Continue to implement throughout the district and on all documentation.
Action Step #2: Read the mission and vision at the start of all district level/Board of Education meetings.	The mission and vision have been read at some meetings	Continue to implement at all meetings.
Action Step #3: School belief statements should reflect the district level mission/vision statement.	Schools continue to reformulate belief statements to reflect mission and vision	Ongoing revision of belief statements at all schools.

Wallingford Public Schools 2011-2016 Strategic Plan

Date: June 11, 2012

Strategic Plan Area: Communication

Update Completed by: Jan Guarino

Goal # 4: All stakeholders will have opportunities to provide feedback and suggestions.

Objective: Develop venues that allow stakeholders opportunities to provide feedback and suggestions.

Actions: (found in the strategic plan)	Update: (Steps Taken since last update)	Proposed Changes or Next Steps
Action Step #1: Develop an interactive website that allows users to comment on or question district practices	A user friendly website has been created and launched. Opportunities to view meeting minutes and agendas are available. Email addresses of all district personnel are listed. QPR codes are available to access the website from handheld devices. Employment applications are completed online. The district has a Face book site.	Develop interactive component of website.
Action Step #2: Provide public forums for significant district initiatives. .	Forums have been held to provide opportunities for the public to provide input on the budget. Additional members of the public have been invited to participate in the strategic planning process. Continue to conduct public forums, both regularly scheduled and as needed to address topical issues.	Continue to provide opportunities for the public to participate on significant topics as they arise.

Wallingford Public Schools 2011-2016 Strategic Plan

Date: June 11, 2012

Strategic Plan Area: Communication

Update Completed by: Jan Guarino

Goal # 5 : Maintain consistent communication practices among all schools.

Objective: Establish district-wide communication protocols used by all schools.

Actions: (found in the strategic plan)	Update: (Steps Taken since last update)	Proposed Changes or Next Steps
<p>Action Step #2: Maintain, review, update, communicate and practice emergency response plan. Implement as needed.</p>	<p>Central office staff attended annual town-wide emergency planning meeting and received update information, spring of 2011.</p> <p>Emergency response plan reviewed with new administrators and reviewed at administrative council meeting in spring of 2011.</p> <p>Emergency response protocols for storm related matters implemented in August and October of 2011.</p> <p>District's continued involvement in town-wide safety committee and emergency planning teams</p>	<p>Continue to update emergency protocols in conjunction with town emergency planning services.</p> <p>Superintendent to take part in town-wide planning.</p> <p>Assistant Superintendent for Personnel actively involved in town-wide safety committee – changes to procedures made as needs are identified</p>
<p>Action Step #3: Develop a clearing house protocol for roll out of new initiatives or programs.</p>	<p>Roll out of all new initiatives are planned and reviewed at administrative grade level, administrative council meetings. Collaborative decisions about how best to structure roll out and communicate new initiatives are planned through those venues.</p> <p>Management Teams have been created and have been meeting to assign work, liaise to steering committees and other stakeholders</p>	<p>Reconsider the need for a clearing house (management team) for this purpose. Communication is taking place efficiently through current standing committees and administrative meetings.</p>
<p>Action Step #4: Establish guidelines for communication to parents regarding student concerns</p>	<p>Teachers involved in the pilot are using Powerschool to communicate student performance and to post completed class activities.</p> <p>Naviance has been implemented in middle schools and high schools.</p>	<p>Continue to implement and expand use of Powerschool and Naviance throughout the district.</p> <p>Naviance will serve as a</p>

	<p>Principals have created timelines for report card dissemination so that parents across the district receive grade information about their children simultaneously.</p> <p>Discussion about appropriate use of Powerschool at elementary school has lead to decision to open up parent portal for limited uses – i.e. transportation information – not to include grades</p>	<p>mechanism for collection of information and a means for counselors, teachers and students to store and share student information regarding career planning, work completion and student success.</p>
--	--	---