

Wallingford Public Schools 2011-2016 Strategic Plan

UPDATE

Date: May, 2014

Strategic Plan Area: Communication

Update Completed by: Colin McNamara

Goal # 1: Students, parents, families and the community will have access to pertinent information about our schools, 24 hours per day, 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/Next Steps & Data
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	Completed
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.	Completed
Action Step #3 – Fully implemented e-notify and auto-dialer that can be customized for interest	E notify and auto dialer are in use	Completed
Action Step #4 – Create parent email directories to send pertinent information electronically	Bright Arrow technology allows for both individual and mass emails to be generated and sent by teachers and administrators.	Completed -408,078 emails generated from schools/admin -2,809 emails generated from teachers
Action Step #5 – Make safe and efficient use of appropriate social media	Reviewed district policies, including: acceptable use policy update and new policy regarding use of social media	Completed

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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

<p>Actions: (found in the strategic plan)</p>	<p>Update: (Steps Taken since last update)</p>	<p>Proposed Changes/Next Steps & Data</p>
<p>Action Step # 1: Implement PowerSchool Parent portal</p>	<p>Parent portal is in use at middle schools and high schools in district</p>	<p>Completed From 9/1/13 to 5/16/14: -151,795 total sign ins by parents -248,396 total sign ins by students -4021/6365 records were accessed (63.1%) -588.4 average number of sign ins per day</p>
<p>Action Step #2: Provide professional development for teachers to improve understanding and practices regarding feedback on assessments and academic communication to parents.</p>	<p>Professional development did not occur as intended during the 13 – 14 school year due to focus on other state and district initiatives. There is still a desired outcome for this learning to take place along with the continued implementation of teacher evaluation.</p>	<p>Offer PD in this area for the 14-15 school year</p>

<p>Action Step #3: Provide opportunities for students and parents to gather information about career exploration, post-secondary education and other guidance actions.</p>	<p>-High schools planned and executed post high school college and career nights</p> <p>-Guidance Staff (all grades) has been trained in SSP implementation and has written an implementation plan</p> <p>-One Career Center Coordinator was hired to work in both high schools for the 13 – 14 year. A second coordinator was removed from the 14 – 15 budget due to reductions</p>	<p>Completed</p> <p>SSP's have been created for all students in grades 6 - 12</p> <p>Staffing for second career center staff will be part of the 2015-2016 Strategic Plan Budget</p> <p>All High School students meet with their guidance counselor at least 2x's per year (1,081 @ LHHS, 913 @ MTSHS) – this does not include unscheduled “drop in” visits.</p> <p>Evening presentation for parents of high school students include: Financial Aid Assistance, Eighth Grade Orientation, College Planning, Post High School Fair</p> <p>Counselors provide direct classroom instruction for students on the following topics: Transition to High School and Naviance, Post High School Process, Community Service, PSAT Prep, PSAT Results, Course Selection, Career Lesson (Naviance), Post High School Search (Naviance)</p> <p>224 Scholarships were offered to High School Students – 121 @ LHHS, 103 @ MTSHS</p>
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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/Next Steps & Data
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.	Ongoing
Action Step #2:Publicize the mission and vision at the start of all district level/Board of Education meetings.	The mission and vision are written on each BOE meeting agenda	Ongoing
Action Step #3: School belief statements should reflect the district level mission/vision statement.	Schools have reformulated belief statements to reflect district's mission and vision	Completed

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

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

<p>Actions: (found in the strategic plan)</p>	<p>Update: (Steps Taken since last update)</p>	<p>Proposed Changes/ Next Steps & Data</p>
<p>Action Step #1: Develop an interactive website that allows users to comment on or question district practices</p>	<p>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 facebook site.</p>	<p>Completed but updates will be ongoing</p>
<p>Action Step #2: Provide public forums for significant district initiatives.</p>	<p>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.</p>	<ul style="list-style-type: none"> -6 Assessment Literacy Evenings -Monthly District PTAC meetings -Numerous BOE budget meetings <p>Continue to provide opportunities for the public to participate on significant topics as they arise.</p>

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Goal # 5: Maintain consistent communication practices among all schools. Objective: Establish district-wide communication protocols used by all schools.

<p>Actions: (found in the strategic plan)</p>	<p>Update: (Steps Taken since last update)</p>	<p>Proposed Changes/Next Steps & Data</p>
<p>Action Step #2: Maintain, review, update, communicate and practice emergency response plan. Implement as needed.</p>	<p>A district Safety and Security Specialist was hired during the school year. He met with appropriate district and school personnel as well as local and state agencies (CT State Police) to review safety and security measures and protocols, and develop a plan to address areas of need.</p>	<p>Continue to update emergency protocols in conjunction with town and state emergency planning services.</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>Communication is taking place efficiently through current standing committees, teams and administrative meetings.</p> <p>18 District Management Teams in 13 – 14 school year</p>

<p>Action Step #4: Establish guidelines for communication to parents regarding student concerns</p>	<ul style="list-style-type: none"> • Teachers are using Powerschool to communicate student performance and to post completed class activities. • Naviance has been implemented in middle schools and high schools. Naviance will serve as a 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. • Naviance is being used by school counselors at LHHS to communicate with students via email. 	<p>Continue to implement and expand use of Powerschool and Naviance throughout the district.</p> <p>-Provide Naviance Training for Career Center Coordinator (summer institute 2014)</p> <p>Naviance Student log in data:</p> <table border="0"> <tr><td>Dag Grade 6</td><td>572</td></tr> <tr><td>Dag Grade 7</td><td>1541</td></tr> <tr><td>Dag Grade 8</td><td>1510</td></tr> <tr><td>Moran Grade 6</td><td>386</td></tr> <tr><td>Moran Grade 7</td><td>1472</td></tr> <tr><td>Moran Grade 8</td><td>1891</td></tr> <tr><td>Lyman Grade 9</td><td>1147</td></tr> <tr><td>Lyman Grade 10</td><td>1339</td></tr> <tr><td>Lyman Grade 11</td><td>1661</td></tr> <tr><td>Lyman Grade 12</td><td>4456</td></tr> <tr><td>Sheehan Grade 9</td><td>1261</td></tr> <tr><td>Sheehan Grade 10</td><td>1496</td></tr> <tr><td>Sheehan Grade 11</td><td>1659</td></tr> <tr><td>Sheehan Grade 12</td><td>3623</td></tr> </table> <p>Implement similar practices regarding use of Naviance to communicate via email at Sheehan</p>	Dag Grade 6	572	Dag Grade 7	1541	Dag Grade 8	1510	Moran Grade 6	386	Moran Grade 7	1472	Moran Grade 8	1891	Lyman Grade 9	1147	Lyman Grade 10	1339	Lyman Grade 11	1661	Lyman Grade 12	4456	Sheehan Grade 9	1261	Sheehan Grade 10	1496	Sheehan Grade 11	1659	Sheehan Grade 12	3623
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Strategic Plan Area: Community Partnerships Update

Completed by: Colin McNamara

Goal # 1: To graduate student who are ready to meet the challenges that await them after they leave Wallingford Public Schools.

Objective: Students will have increased opportunities through collaborative and cooperative efforts of school and community.

<p>Actions: (found in the strategic plan)</p>	<p>Update: (Steps Taken since last update)</p>	<p>Proposed Changes/Next Steps & Data</p>
<p>Action Step #1: Create expert data base of town government workers & business community members to serve as mentors/guest speakers/etc.</p>	<p>-A survey has been created to give to current employees in order to identify individuals with skills and talents that could lend to Capstone Project</p> <p>-In conjunction with the Wallingford Chamber of Commerce, the Career Center Coordinator has compiled a list of local businesses to serve as mentors and/or provide internships for students interested in certain career paths.</p> <p>-A meeting was held with Wallingford Town Officials to determine areas of community that can be addressed through student internships and Capstone Projects</p>	<p>-Survey will be created on Google Apps and administered to staff prior to the end of the 13 – 14 school year</p> <p>-Approximately 100 business have agreed to working with our students</p>
<p>Action Step #3: Implement capstone projects for grade 12 students</p>	<ul style="list-style-type: none"> • Innovation team has spent the year researching best practices in regards to implementation of Capstone Project • Wallingford HUBCAP has been opened 	<p>-Capstone pilot in 2014 – 2015</p> <p>-Capstone Full implement in 2014 - 2015</p>

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Update Completed by: Colin McNamara

Goal # 2: Students will benefit from the work of older students, alumni, senior citizens and town officials.

Objective: Students will have opportunities to explore and practice leadership.

<p>Actions: (found in the strategic plan)</p>	<p>Update: (Steps Taken since last update)</p>	<p>Proposed Changes/Next Steps & Data</p>
<p>Action step #1 – Provide leadership opportunities within the district/community – Have students sit on standing committees councils and boards</p>	<ul style="list-style-type: none"> • Student placement as non-voting members of the Board of Education has been discussed. • Student leaders attended CABA/CAPSS conference in November of 2011 and 2012. • A meeting has been established with town officials to discuss the feasibility of student placement on town committees. 	<p>-Consider the idea of having student BOE members</p> <p>-Town Council member Vincent Testa has volunteered to advocate for the idea of students being placed on town committees</p> <p>Survey students to determine interest and district and town committees to determine where students could be invited to participate in processes (beginning fall, 2014).</p>

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Update Completed by: Colin McNamara

Goal # 3: Students will benefit from input, support and involvement of parents and family groups

Objective: Committee work, goal drive exchanges and volunteerism will enhance student experiences.

Actions: (found in the strategic plan)	Update: (Steps Taken since last update)	Proposed Changes/Next Steps & Data
Action Step #1: Define roles that can be filled by parents and families within the schools.	New mission/vision and/or action steps have been created for the following groups: System-wide PTAC, "Business Think Tank Committee" and school level PTAC committees.	Continue to focus the existing parent groups through review of the district's initiatives outlined in the strategic plan
Action Step #2 – Recruit parents to participate in identified roles	Parent recruitment to take part in building and district level committees is ongoing. District PTAC committee is working to establish a Parent Ambassador program to help acclimate new families to the Wallingford community.	Continue to identify roles for parents on school and district level committees with the goal of being as inclusive as possible. -Approximately 64 parents members of school based PTACs
Action Step #3 –Involvement in Parent SEE program	Parent SEE (Supporting Educational Excellence) program took place in the Fall of 2013. The group was comprised to 28 parents exploring how to create additional opportunities for parental involvement in education.	Continue SEE program with new group

<p>Action Step # 4 – Administer survey to parents to identify areas that need to be addressed by district, schools, and individual teachers</p>	<p>The new educator evaluation plan requires that parents are surveyed on an annual basis. Schools identify areas that need to be improved upon, and individual teachers create action plans to meet the identified areas.</p>	<p>2,225 parents responded to the survey that was administered in the 2013 – 2014 School year</p>
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Update Completed by: Colin McNamara

Goal # 4: Students will benefit from reciprocal relationships with colleges, universities and other post-secondary institutions

Objective: Students and families will receive ongoing and recurring assistance in the transition to post-secondary opportunities.

Actions: (found in the strategic plan)	Update: (Steps Taken since last update)	Proposed Changes/Next Steps & Data
Action step #1 – Provide district transition support beginning in grade 6 for postsecondary planning	<ul style="list-style-type: none"> Guidance counselors are trained in Student Success Planning and have written plan for implementation Student Success Plans have been developed for all students in grades 6 through 12 	<ul style="list-style-type: none"> -Subscribe to “Alumni Tracker” in Naviance - each student in grades 6 through 12 has an SSP
Action Step #2 – Provide district “transition fair” for all students to provide information on career, post-secondary education, etc.	<ul style="list-style-type: none"> Both high schools will plan and implement a college/career fair evening 	<p>Ongoing</p> <p>Continue to send staff to the annual ACES transition fair and advertise fair to parents in the district</p>