

**2016-17 Board of Education/District Goals  
Mid-year Update – February 2017**

**I. Communications:**

1. Enhance communications among staff members in order to strengthen authentic collegiality by sharing teacher experiences, skills, strategies, and successes. (Cross reference with Curriculum and Instruction)
  - a. Work with the PVFT mentoring program to encourage pair visiting and conversations about teaching practices
  - b. Build in visiting time for new teachers
  - c. Strengthen our co-teaching models through consultant coaching and pair visitation

*Mentor Training took place at November Superintendent’s Conference Day to prepare for more conversations and feedback about teaching practices.*

*Co-teaching training and coaching have been in process during first semester*

*PVES - Mentoring Meeting quarterly with head building mentor and AP, Principal meeting with non-tenured staff, Collaborative Coaching with Liza Levine, Teacher sharing at faculty meetings, New faculty/PD Lounge, Department and Grade level meetings*

*Classroom visitation time for non-tenured teachers. Non-tenured teaching staff are scheduled to visit a colleague's classroom to observe. Both teachers will then have a meeting time to share thoughts and ideas. This is an opportunity for new teachers to learn more about curriculum and instruction, and share best teaching practices. The classroom visitations at the ES are taking place at the ES week of 2/13.*

*PVHS - Librarian holds monthly Tech Breakfasts where new tech ideas are shared.. i.e. BreakoutEDU, Professional Learning Network on Twitter continues to grow with more teachers setting up Twitter accounts. AP and principal meet with new teachers. Principal working on Mentoring Plan with admin input. Collaboration with special education department to reinforce co-teaching model. Collaborative periods beginning to be used as “information session” for teachers.*

2. Recognize the needs of the multiple communities we serve for communications:
  - a. Providing targeted use of more paper and mailings where needed
  - b. Review reporting process to include written / paper report cards at our schools
  - c. Monitor how people operate (technology/ mobile communications) and survey preferences
  - d. Look into providing PDF report cards to parents

*Introduced more opportunities for print dissemination through mid-semester e-newsletter on new initiatives while providing information on access to information through post-card and distribution of newsletter at community sites.*

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*Working on a newsletter for second semester prior to budget newsletter to highlight current initiatives (i.e schedule and start time updates).*

*PVES - Hard copy report cards and progress reports were mailed home, Report card were also available on Powerschool, New Digital Sign at the entrance to PVES*

*PVHS - Paper report cards implemented for semester 2. Two surveys sent to faculty on technology tools*

3. Evaluate our current Student Information System (PowerSchool) to explore new ways to directly communicate with parents (example: PowerSchool App)
  - a. Give users the option to select their preferred language
4. Promote the download and use of the PV App
  - a. Get the word out and assess usage

*Continue to monitor usage and remind community of APP*

*PVES - Shared at Back to School Nights, Kindergarten Orientation, Weekly Word, Faculty Meetings*

*PVHS - PVHS admin, AD and teachers regularly share information that is posted on APP*

5. Consider a fall newsletter

**Provided fall newsletter through distribution at community sites, as e-newsletter and with post-card to all residents with options for receiving information.  
Working on a winter newsletter to prepare for budget process.**

## **II. Curriculum and Instruction:**

1. Provide opportunities for staff to strengthen and facilitate culturally responsive classrooms where we ensure sensitivity to all students and parents and respect, understanding and dignity in all encounters.

*Joined Action Network at BOCES to provide appropriate training for teams to ensure sensitive interactions to all students; provided GLSEN presentation to staff, and assessment of need for more training with first steps toward Yale's RULER program District wide, as well as Anonymous Alerts to provide avenues for communication about related concerns, such as bullying.*

*Planning a District-community circle*

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2. Improve student achievement through the improvement of literacy, critical thinking, study and research skills aligned K-12.
  - a. Ensure that all classrooms provide instruction in the 5 components of reading: phonemic awareness, vocabulary, comprehension, fluency, phonics (foundational standards).
  - b. Build consistent best practices in reading, writing, and speaking and listening across grade levels and interdisciplinary content.
  - c. Establish team protocols for looking at student work and benchmark assessments
  - d. Utilize teacher generated assessments for team analysis of student progress
  - e. Consistently utilize and promote Achieve 3000 for reading practice
  - f. Refine and apply AIS program to ensure that all students achieve and reach high expectations
  - g. Implement consistently 3-8 Wordly Wise – training and integrating vocabulary development
  - h. One book-One School -Bystander in Middle School

*Activities in all areas (a-h) have been initiated with a focus on teaching to the standards in all K-8 classrooms. Leadership provided by Mrs. Kahn and Mr. Coleman. (See [www.mrskahn.wikispaces.com/reading](http://www.mrskahn.wikispaces.com/reading))*

3. Build curriculum around active learning strategies, such as problem-based learning, STEM and creative approaches to engagement.
  - a. Provide turnkey training in IDE (problem based learning) at the middle school; beginning to introduce IDE at the high school
  - b. Examine world class learning (creativity and entrepreneurship): Community film-share: Most Likely to Succeed September 27, 2016
  - c. Explore IB at the High School  
Comprehensive Presentation by HS Principal at January Board meeting; staff involvement through visits to IB schools and committee work.
  - d. Maker Space activities at the Elementary School connected to science and other subject areas (problem based learning).  
All classrooms at the elementary school have scheduled time in the maker space working on science curriculum issues and a maker space club has become popular with students. There is a waiting list at this point.
  - e. Designing authentic real world lessons that focus on content creation using digital tools.

**All activities (a-e) have been initiated including the new Google Classroom project.**

4. Enhance communications among staff members in order to strengthen authentic collegiality by sharing teacher experiences, skills, strategies, successes. (Cross reference with Curriculum and Instruction/Communication)

Activities:

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- a. Working through PVFT mentoring process to developing a plan to encourage pair visiting and conversations about teaching process
- b. Develop a structure for teachers to come up with ways to strengthen a culture of authentic collegiality
- c. Build in visiting time for new teachers (observe other teaching styles)
- d. Strengthen our co-teaching models through consultant coaching
- e. Develop coaching model among teachers and administrators

*This goal is in development mode. We have begun to strengthen our mentor model and consultant coaching is in progress. Our leadership team is building the “culture of authentic collegiality” through frequent interactions with staff and participation in team meetings, benchmarking sessions, etc.*

5. Integrate technology more effectively in curriculum to promote collaboration among students and staff
  - a. Promote use of Google Classroom
  - b. Find ways to incorporate social media in positive ways as part of the instructional strategy repertoire

*Training in Google Classroom has been initiated and is reaching all staff. We have also deepened connections with social media.*

*We will be moving our District mail to G-mail after the winter break.*

6. With grade level and subject area teams of teachers, coordinators, and administrators, examine system-wide analysis of data in order to inform instruction and increase achievement for all students. Actual tests will be used for review with teachers and teams.
  - a. Invite parents of students to meet and review state tests in order to design learning strategies and inform instruction to build success for students.

*This activity is in process, and we are attempting to further parent understanding of the state testing protocol and the way assessment is used in the district. We will be holding a PTA meeting on this topic next month. We will have a presentation on the use of data at the February 23 Board meeting and have posters ready as well to encourage parents to permit their students to sit for the state assessments. All 3 -8 teachers have reviewed student responses to the test questions and have created their benchmark assessments to address student needs.*

7. Continue to build teacher leadership and human resource capacity to enhance social capital and improve instruction. Capitalize on new roles of instructional leaders/coaches.

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*The K-8 instructional coaches are playing an integral role in teacher development. They are connecting with teachers in and out of the classroom and providing in-time professional development and team programs for instructional growth.*

8. Analyze educational effectiveness of newly revised master schedules for all students.

*There has been a great deal of work K-8 in developing a more responsive student schedule. Further work is ongoing and will be expanded in the following school year.*

9. Continue to improve communication and the sharing of resources between buildings, focusing also on the strengths of RTI Direct.
- a. Work continues on horizontal as well as vertical alignment of curriculum and standards.
  - b. Examine the structuring of PD/Collaborative time for teachers and between buildings.

**This area is in development and we see the need for more assistance to strengthen the horizontal and vertical alignment. Consistency across grade levels has become more observable at the elementary and middle school due to our coaches, teacher leaders and administrators.**

10. Continue to design and implement K-12 Technology Curriculum and Implementation to achieve consistency and common goals. Map out programs and goals for each grade level.

**The technology curriculum is in development as training proceeds this year.**

11. Support and promote the Growth Mindset model to motivate student effort and achievement.
- a. Practice ways to provide student feedback district wide that builds growth mindset.
  - b. Provide specific state test feedback to parents, with learning and test taking strategies.

**This goal is intrinsic to our work, as we increase our challenges and supports for students. While not yet a consistent model, growth mindset reminders are seen in corridors and in conversations. Our math teacher, Mr. Mahoney, provided a workshop at a recent BOCES conference on his approach to the flipped classroom and the Growth Mindset. He has been a leader in this area in initiating the Freshman Foundations project.**

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12. Examine student placement to promote maximum general education participation. Encourage students to persist through adversity, with grit and perseverance.

*We have been actively involved in challenging students to opt for higher achievement standards. This process has identified our need for further support and more training for staff. We are providing both and looking for the best practice to expand student opportunities.*

13. Continue to explore options for later start time for the High School.

*There has been a thorough examination of this topic through a committee process and presentations. We are ready to launch the project and to include as part of our budget process. The plan also results in the development of a revised master schedule to impact all schools. A consultant will work with our administration on February 8 to further work on this very complex process.*

### **III. Fiscal**

1. Collaborate with district administrators and the Board to set fiscal goals for budgeting through partnership with instructional leaders to better understand that their educational goals need to be financially sustainable.

*Met with all School District leaders and attended administrative meetings about scheduling and other educational goals. Worked on budgeting to meet and sustain those goals. Met with CAD several times and the District's Audit Committee to discuss District finances.*

2. Continue to do multi year financial planning - set goals to guide the budget process - how:
- a. evaluate instructional priorities
  - b. cost analysis for big-ticket expenditures

*Created a multi-year Financial Plan in PowerPoint and presented it to the public. Used the financial plan to create the budget and an stay on track with future priorities and look to the future for Capital planning.*

c. Energy Performance Contract  
*Participated from a fiscal standpoint .  
Met weekly with Con-Edison Solutions, Architects and District personnel through the planning stages and listened as well as contributed to the planning aspects of the eligible energy saving ideas.*

- d. New start time possible (trans cost)

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*Contracted with a consultant to look at the fiscal impact of a later start time. Participated in meetings with staff, community and student body to explore the impact to students, programs and schedules.*

e. Town and school should keep lines of communication open especially share times when planning large and costly projects. Are there any shared services that we could participate in together to keep cost in check?

*Creating a Capital plan that will look at the needs of the District and the reliance for facility field and gym usage. Exploring the options of how the town and the school currently share spaces in order to accommodate the needs of the student athletes.*

3. Ensure timeliness and accountability for the budgeting process - how:
  - a. Plan meetings with CAC
  - b. Plan meeting with building and department leaders
  - c. Use Town Hall and Senior Center for a venue to highlight the budget
  - d. Communicate budget meetings and agendas at Town board meetings, Senior Center and also through town and their communication resources. (2nd newsletter in the fall- "communications" to share annual audit results and fiscal updates as well as opening of school information)

*Used all of the above avenues to begin planning the budget for 2017-18. Currently working on a 2nd newsletter issue. Department budget presentations are scheduled for the BOE meeting throughout the months of February and March.*

4. Continue cross training business office staff to ensure coverage and backup - how:
  - a. Make a schedule for District/Business Office personnel
  - b. Share ideas and staff priorities to understand everyone's role.

*Cross training is taking place with inter-departmental employees. Such as payroll and the District Accountant, BOCES accounts and coser detailed expense reports shared between employees to cross train. This has enabled department employees to understand the importance of each other's jobs and how all of their tasks are related. Monthly meetings have taken place to share ideas and more efficient ways to complete tasks. The department also met with other offices throughout the District to improve communications.*

5. Continue Professional Development to keep in line with best business practices.

*Continuing classes to obtain Bachelor's degree. Attended education Summit with NYSASBO in November.*

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6. Continue to recognize the state guidelines as well as the audit report from the Office of the State Comptroller as we make fiscal decisions.

*Take into account the Comptroller's recommendations when making fiscal decisions for the 2017-18 budget. Use NYS guidelines at all times to make financial decisions and reference NYS Ed Law at all times.*

#### **IV. Human Resources**

1. To increase diversity that is more representative of our community

*We belong to the BOCES Action Network to promote our connection to districts and networks with access to more diverse candidates. Participating in bilingual and diversity job fair on Thursday, Feb. 9.*

2. To further redefine the hiring and exiting procedures

*Continue to improve our hiring models, moving to an electronic system to expedite consistent hiring procedures and forms. We use the exit interview process regularly with employees who leave the district.*

3. To implement and monitor FMLA procedures

*Presented to all faculty members the FMLA process and procedures and continue to refine the system for our staff.*

4. To train, monitor, and recruit ---- substitute teachers

*Continue the process throughout the year; still working on a way to train beyond the new handbook we created.*

5. Provide more regular feedback to non-instructional staff to improve performance.

*Continue to support and provide feedback to our non-instructional staff, while creating the first teacher assistant cohort and building their skills and strategies in the classroom.*

#### **V. Operations, Technology and Transportation**

1. Explore a plan for later start at the high school as part of the effort to ensure a positive and productive learning environment. Determine whether this change would be truly educationally beneficial for the high school students and analyze impact on other students. (Cross reference with curriculum and instruction).

*Completed.*

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- a. Work with transportation consultant to provide a practical plan to transport students safely and efficiently using two runs or another approach to be determined with committee.

*Completed. Draft bus runs have been completed for February 2018 pilot program.*

- b. Form a representative committee to examine all potential options for a later high school start and begin implementation process. Decision would be targeted for January 2017 for implementation in September 2017.

*Completed. After further discussion by the Board, a February 2018 pilot program implementation is planned.*

2. Continue to develop an Energy Performance Contract with the goal of project commencement in Spring 2017 assuming State Education approvals.

*Completed.*

*Estimated energy savings from EPC will be \$384,000 yearly. All improvements to be completed at no additional cost to the taxpayer. Plan will be sent to SED in March for approval.*

3. Implement the Google Education platform in all buildings.

*In Process.*

*Consultant has been scheduled through the year to all staff in all buildings. Present initiative is to create consistent “splash pages” as a parent portal to student homework and subject material.*

*Next initiative for February is the transition from Zimbra to Gmail for the District. Training will be held prior to Winter Break with cutover right after President’s Day.*

4. Implement installation of technology infrastructure as outlined in the District’s Smart Bond project initiative.

*In Process.*

*We are still waiting to hear from the State as we are still under Expenditure Review as of this update. We will be piloting a Chromebook initiative at the MS during the second semester.*

5. Continue to monitor and improve the security systems in the District.

*Ongoing.*

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*As the budget allows, we are replacing all the old analog cameras with new digital units.*

*Additional initiatives include the Rapid Responder program. We are the first school district in the area to implement this program which ties the schools, Sheriffs, State Troopers and Fire Departments together through a web based program. We are expecting this to go live sometime in late February/early March.*

6. Continue “Green” initiative in District.

*Ongoing. Estimated energy savings from EPC will be \$384,000 yearly. Curriculum involving the EPC initiative will be developed with the help of the BOCES Center for Environmental Education.*

*New initiatives include the Outdoor Classroom at ES, composting at the MS/HS and the development of a garden at the HS with the Environmental Club and the Cornell Cooperative Extension.*

7. Review the Five Year Plan and relationship to Capital Reserve Fund

*Ahead of schedule. Many projects slated through 2018 as previously documented are already completed. Most of the remaining items from the 5 Year Plan will be completed as part of the EPC.*

*Discussions on future projects that align with Capital Reserve Fund need to begin now in order to obtain State approval and aid.*

**VI. Athletics:**

1. Streamline athletic procedures and processes to enhance communication and organization among all stakeholders.
  - a. Review and revise PVHS academic eligibility process with PVHS admin and faculty

*Policy and meetings have been effective. Responses from students have been positive.*

*Face to face meetings with each student athlete weekly help to make the process personalized. We have made accommodation adjustments and the monitoring/ personal nature helps to ensure no one falls through the cracks. I have seen increased effort and the teachers have reported that the monitoring is working as intended.*

- b. Implement the new Family ID program to clear students for academic play.

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*Implementation complete. Season two about to begin registering on February 13th.*

- c. Collaborate with athletic secretary on revising and updating athletic procedures.

*Continual development of streamlining in house procedures and division of workload. Modified coaches report weekly to MS and athletics for scheduling purposes. Effectively cutting out duplicate steps. This collaboration is a focus as we continually look to increase efficiency throughout the department.*

- d. Review coaching evaluation process to potentially include more input from students.

*I have reviewed different surveys and coach's self-assessments. This is still under review at this point as to effectiveness and efficient data collection and analysis.*

2. Promoting a culture of sportsmanship and positive school spirit

- a. Collaborate with PVHS principal on new costume for Tiger and kick-off ceremony

*Complete. Great success! The event was great for kids. Everyone in attendance had a good time. There were many thanks and from parents that the event was positive and appreciated.*

- b. Continue to develop positive relationships with neighboring school districts

*Always ongoing. This year we have worked closely with a few other districts to build relationships that benefit our kids. There have been successful mergers created, educational opportunities and re-establishing positive community relations.*

3. Promote health and safety

- a. Continue collaboration with Facilities Director to maintain facilities and plan future athletic projects.

*Currently investigating a floor project for the HS fitness center. New signage being created for gymnasiums and fields.*

- b. Continue to evaluate existing initiatives, such as Impact Testing.

*ImPACT testing is centralized through the ATC (athletic trainer).*