

Manchester Essex Regional School District
 2007 – 2008 Academic Year
 District Improvement Plan: Superintendent’s Goals
 Approved by the School Committee, October 2, 2007

The Superintendent’s goals are based on the District Improvement Plan, School Committee priorities, and district initiatives from 2007 – 2008 that require continued effort and attention.

The Superintendent and the administrative team are responsible for ensuring that each goal is accomplished and that the work plan attached to each goal is aligned to the District Improvement Plan, School Improvement Plans, and individual staff goals. The Superintendent and the administrative team will report to the School Committee and the community on the progress of each goal during the course of the academic year.

Goal Category 1: Student Achievement

Develop and Maintain programs and practices that ensure all students meet clearly defined high standards that result in continuous improved performance.

Strategic Objectives:	Timeline:	Measure:
ELEMENTARY		
1. Design first year implementation of phonics program in grades K-2	September 2007– June 2008	<ul style="list-style-type: none"> • Curriculum map of units/lessons for K, 1, 2, • Documentation of benchmark student assessments • Teacher survey feedback • Parent survey input
2. Continue second year implementation of Everyday Math Program K-4 and build out first year implementation in Grade 5	September 2007– June 2008	<ul style="list-style-type: none"> • Curriculum map developed K-5 • Documentation of baseline assessment data – unit tests • Teacher survey feedback • Parent survey input
3. Adopt and implement target science topic units at each grade level 1-5	September 2007– June -2008	<ul style="list-style-type: none"> • Curriculum map of unit/strands at grade level • Documentation of benchmark student assessments • Teacher survey feedback • Parent survey input
MIDDLE SCHOOL		
4. Adopt and implement middle math program in grades 6 and 7 and in grade 8 in 2008-2009	September 2007– June 2008	<ul style="list-style-type: none"> • Develop training workshops for teachers to build capacity and familiarity with program • Develop curriculum map of units aligned with Framework Standards • Document baseline data of unit assessments.
5. Formulate advisory network to include: school council, steering committee, student council, teaching teams, and student teams to align and define middle school philosophy, mission, vision, and goals	September 2007– June 2008	<ul style="list-style-type: none"> • Report from committees with proposal to define foundation elements of new Middle School model consistent with Turning Points Reform model • A developed, shared mission and vision statement and evidence of implementation of practice aligned with mission and vision • Student handbook to reflect mission and vision

HIGH SCHOOL		
6. Implement math courses: Senior Advanced Math and Personal Finance	September 2007– June 2008	<ul style="list-style-type: none"> • Course outline/syllabus • Enrollment Data • Student Performance Report
7. Implement government courses as senior electives	September 2007- June 2008	<ul style="list-style-type: none"> • Course outline/syllabus • Enrollment Data • Student Performance Report
8. Develop inter disciplinary course/model with history and English	September 2007– June 2008	<ul style="list-style-type: none"> • Course outline/syllabus • Addition to program of studies for 08-09

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Goal Category 2: Educator Quality

Attract and retain well-trained highly qualified teachers and administrators who are committed to enhancing student achievement and to continuous professional development. Provide clear expectations for performance with all teachers, administrators and staff.

Strategic Objectives	Timeline:	Measure:
1. Clarify and distribute information and provide training on data evaluation model	September 2007– June 2008	<ul style="list-style-type: none"> • Develop plan for pilot committee to share feedback • Provide training workshop with materials for faculty • Design on-line resource for evaluation model for full implementation September 08
2. Develop training model for administrators and teachers on Principles of Effective Teaching and Principles of Effective Leadership	September 2007– June 2008	<ul style="list-style-type: none"> • Design training workshops for administrators with follow-up teacher meetings on Principles – agendas • Provide forum for sharing best practices highlight data driven model – agenda/notes
3. Evaluate Professional Development Committee role, function, value – and present proposal for design going forward	September 2007– June 2008	<ul style="list-style-type: none"> • Report – Curriculum/Technology Director and focus group to include META
4. Refine model and action plan for developing middle school model using Turning Points Reform Model	September 2007 – June 2008	<ul style="list-style-type: none"> • Action plan with benchmarks • Professional Development Plan for staff • Teacher feedback survey

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Goal Category 3: Communication

Develops a dynamic and comprehensive plan to ensure collaboration and partnership among the Manchester Essex District, its students and families, and the communities of Manchester and Essex.

Strategic Objectives	Timeline:	Measure:
1. Promote staff use of new website to enhance communication – Direct a representative task force to design an action plan to include training on standards and expectations on development and utilization of teacher sites with timelines and benchmarks	September – June 2007-2008	<ul style="list-style-type: none"> • Report by task force to School Committee on Action Plan implementation for teacher web site development and use • Survey of teachers with websites with projected increase to 50% this school year and 100% by January 2009 • Establish Intranet site for internal use – forms, curriculum, etc.
2. Expand opportunities for school/home communication	September – June 2007-2008	<ul style="list-style-type: none"> • Utilize Connect Ed to inform • Use website – district newsletter • Establish SEPAC • Document schoolhouse plan/communication
3. Design community forums for communicating critical information - school construction, budget planning, etc.	September – June 2007-2008	<ul style="list-style-type: none"> • Forum Agendas • Community feedback surveys

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Goal Category 4: Fiscal Responsibility

Engage in an inclusive open budget process that is driven by the need to ensure student achievement while maximizing the value derived from available resources.

Strategic Objectives	Timeline:	Measure:
1. Develop cost saving efficiency analysis plan	September 2007– June 2008	<ul style="list-style-type: none"> • Analysis Plan • Proposal for actions to take • Expenditures comparison year to year
2. Design plan to standardize operations in school offices and district office – attendance, substitute teachers, Request for Leave, hiring protocols, Building Use, etc.	September 2007 – June 2008	<ul style="list-style-type: none"> • Protocol & format for attendance & student enrollment reporting • Protocol & format for substitute teachers identifying and tracking • Protocol & format for absence & other leaves • Protocol & format for hiring • Protocol for building use
3. Evaluate 6 day Specialist Schedule – elementary & middle school as relates to staffing program	September 2007– June 2008	<ul style="list-style-type: none"> • Track issues that arise • Collect curriculum program comparison data • Teacher, administration feedback survey
4. Review and refine Capital Improvement Plan	September 2007– June 2008	<ul style="list-style-type: none"> • Review CIP in light of baseline recommendations • Develop proposal funding facilities, capital needs • Conduct walk-throughs in buildings with Facilities Manager/Town Administrators/Principals/School Committee
5. Begin to develop plan for Strategic Planning Process	September 2007 – June 2008	<ul style="list-style-type: none"> • Solicit proposals for development of Strategic Plan • Develop knowledge base on Strategic Planning Process • Include planning on funding operations over time as new building comes on line