

Williston Public School District #1

Strategic Plan

2009 - 2014

Introduction

Current Mission Statement

Williston Public School District #1 creates a learning partnership of home, school, and community that promotes each individual's strengths and talents, life-long learning and personal excellence.

Current Vision Statement

Importing Potential, Exporting Excellence.

Strategic Plan

During May and June 2009, the Williston Public School Board and a selected committee of stakeholder, with assistance from Discovery Consulting, Bismarck, ND, engaged in planning to develop a five--year strategic plan to advance its mission and address current and emerging problems, issues, or trends.

A separate document, titled Supporting Documents, contains: 1) the results of the original survey used to identify the current or emerging trends to be explored for possible inclusion in a strategic plan, 2) the original recommendations of the planning committee, and 3) the results of a survey conducted to rate and rank the recommendations of the planning committee.

On <insert date>, the Williston Public School Board adopted the Strategic Goals and key strategies listed on the following pages.

STRATEGIC GOAL 1

Goal: By the start of the 2010-11 school year, the Williston Public School District will have completed a process to articulate a common vision, values, and essential agreements that will be used to set direction and make decisions in all the buildings throughout the district.

Strategies/Action Steps	Timelines (Start or End By, During)	People Responsible or Involved	Considerations (Resources, Budget, etc.)	Assessment (Measures of Progress or Success)
<p>1 Revisit the mission statement and initiate a process for articulating a common vision, values, and essential agreements in all the buildings throughout the district.</p> <ul style="list-style-type: none"> • Appoint a vision statement committee. • Conduct research • Possible professional development • Initiate process 	<p>Start by the beginning of the 2009-10 school year. Complete by July 2010.</p>	<p>Superintendent</p> <p>Committee from original planning team. Suggest ...</p> <p>Board members (2)</p> <p>Parents (2)</p> <p>Teachers (3-one from each level)</p> <p>Administrators (2)</p> <p>Support staff (2)</p> <p>District Dept. Heads (2)</p> <p>Students (2-Middle & HS)</p> <p>Community (2)</p>	<p>Budget for committee work; printing; possible outside consultant</p> <p>Schedule, timelines, expectations developed before commitments are secured.</p>	<p>Mission affirmed or changed</p> <p>Vision statement developed and adopted</p> <p>Core values & beliefs developed and adopted</p> <p>Essential agreements developed and adopted</p>
<p>2 Intentionally use statements of mission, vision, values, and essential agreements as part of the basis for making decisions.</p> <ul style="list-style-type: none"> • Communicate the vision statement to everyone in the district. • Research ways and find examples of how other districts emphasize and implement there vision statement. • Provide orientation on the vision statement. • Publicize the vision statement usage in decision making to the community. 	<p>Begin by the start of the 2010-11 school year and ongoing</p>	<p>Superintendent and Board</p> <p>Requires commitment from administrators, dept. heads</p> <p>Requires someone to facilitate marketing efforts</p>	<p>Budget for printing and marketing; expenses to develop protocols and for communication at buildings (e.g., staff meetings)</p> <p>Possible consultant with expertise in branding and marketing</p>	<p>Protocols are developed and adopted</p> <p>Research to measure degree of awareness and acceptance of mission & vision among the school community and larger community</p>

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STRATEGIC GOAL 2

Goal: By the start of the 2011-12 school year, the Williston Public School District will have completed a process to achieve consistency in implementing policies at all the buildings throughout the district.

Strategies/Action Steps	Timelines (Start or End By, During)	People Responsible or Involved	Considerations (Resources, Budget, etc.)	Assessment (Measures of Progress or Success)
1 Update school board policy manual. <ul style="list-style-type: none"> • Regular orientation of policies with administrative team 	Complete by the start of the 2010-11 school year.	Superintendent and Board	NDSBA recommended board policies available.	Board policies updated and adopted
2 Update faculty handbooks to ensure consistent application of faculty policies at each building in the district. <ul style="list-style-type: none"> • Establish a committee (teachers, administrators, support staff, district department heads) to develop a district-wide faculty handbook. • Conduct orientation and review for all administrators to discuss faculty handbooks. • Administrators conduct inservice for staff at their buildings. 	Complete by the start of the 2011-12 school year.	Superintendent Administrators Selected Committee	Budget for sub teacher pay; possible meals & refreshments; printing Schedule, timelines, expectations developed before commitments are secured.	Updated faculty handbooks developed and adopted Research value and usefulness of updated handbooks
3 Update student handbooks to ensure consistent application of student policies at each building in the district. <ul style="list-style-type: none"> • Establish a committee of stakeholders (teachers, administrators, support staff, district department heads, parents, students, community members) to develop a district-wide student handbook. • Conduct orientation and review for all administrators to discuss student handbooks. • Administrators conduct inservice for staff at their buildings. 	Complete by the start of the 2011-12 school year.	Superintendent Administrators Selected Committee	Budget for sub teacher pay; possible meals & refreshments; printing Schedule, timelines, expectations developed before commitments are secured.	Updated student handbooks developed and adopted Research value and usefulness of updated handbooks

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STRATEGIC GOAL 3

Goal: By the end of the 2013-14, the Williston Public School District will have completed a process of articulating curriculum K-12.

Strategies/Action Steps	Timelines (Start or End By, During)	People Responsible or Involved	Considerations (Resources, Budget, etc.)	Assessment (Measures of Progress or Success)
1 Conduct grade level/content articulation dialogues at ALL schools and articulate with all four (4) elementary schools. <ul style="list-style-type: none"> • Identify leadership at the school and district level to facilitate process. • Develop a process/protocol/agenda for meetings. • Time provided for ALL teachers and those on the task force to dialogue on the process. • Communicate to all stakeholders our progress. 	Initiate process by January 2010.	Director of Curriculum Administrators Selected Committee	Budget for committee work	Ongoing monitoring of progress in development of articulated curriculum K-12
2 Investigate the relevancy and smooth transitions of the curriculum for ALL students. <ul style="list-style-type: none"> • Survey students/parents as to their needs in these identified areas. • Investigate effective programs at other schools. • Study best practices to meet the needs of these students. • Develop a “budget / resource needs” necessary. 	Initiate process by October 2010.	Director of Curriculum Administrators Selected Committee	Budget for committee work	Ongoing monitoring of progress in assessing transition
3 Develop a written curriculum (Curriculum Guide) K-12. <ul style="list-style-type: none"> • In the next three (3) years, provide professional development each year in curriculum development across the district. • Identify a full time position of leadership at the district level to facilitate process. • Identify leadership at the school level to facilitate process. • Appoint a task force or curriculum team. • Develop a process/protocol/ template for writing the curriculum. 	Complete by the end of the 2013-14 school year	Director of Curriculum Administrators Selected Committee	Budget for committee work	Written Curriculum developed and adopted

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STRATEGIC GOAL 4

Goal: By the beginning of the 2011-12 school year, the Williston Public School District will have in place a district-wide professional development plan that aligns professional development activities with individual, school, and district improvement goals.

Strategies/Action Steps	Timelines (Start or End By, During)	People Responsible or Involved	Considerations (Resources, Budget, etc.)	Assessment (Measures of Progress or Success)
1 Create a district-wide professional development plan that aligns professional development activities with individual, school, and district improvement goals. <ul style="list-style-type: none"> • Create a district-wide PD committee • Determine who will coordinate this process • Survey the staff needs • Create and implement the professional development plan • Align PD with school and district curricular needs • Allocate necessary resources needed to implement • Inform all key stakeholders of the plan and it's implementation 	Start during the 2010-11 school year and complete by the beginning of the 2011-12 year. Begin implementation by the start of the 2011-12 school year.	Superintendent Director of Curriculum Selected PD Committee	Budget for sub pay; meeting expenses	Professional Development plan developed and adopted

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STRATEGIC GOAL 5

Goal: By July 2010, the Williston Public School District will have completed a process of short- and long-term facility planning.

Strategies/Action Steps	Timelines (Start or End By, During)	People Responsible or Involved	Considerations (Resources, Budget, etc.)	Assessment (Measures of Progress or Success)
<p>1 Develop a prioritized facilities maintenance and repair plan that will resolve the immediate issues by the end of 2009.</p> <ul style="list-style-type: none"> • Develop prioritized immediate issues with input from internal and external stakeholders. • Address possible funding sources and related budgets. 	Completed by August 2009	Superintendent Director of Operations Principals	Budget for repairs	Prioritized list of immediate needs developed and plan for corrective action in place
<p>2 Develop a prioritized facilities maintenance and repair plan to resolve issues not requiring immediate action.</p> <ul style="list-style-type: none"> • Develop prioritized maintenance issues with input from internal and external stakeholders. • Address possible funding sources and related budgets. 	Completed by October 2009	Superintendent Director of Operations Principals Activities Director	Budget for maintenance and repairs	Prioritized list of intermediate needs developed and plan for corrective action in place
<p>3 Develop a proactive facilities preventive maintenance system.</p> <ul style="list-style-type: none"> • Develop prioritized routine and preventative maintenance list with input from internal and external stakeholders. • Address possible funding sources and related budgets. 	Completed by March 2010	Superintendent Director of Operations Principals Activities Director	Budget for preventive maintenance	Preventive maintenance schedule developed and adopted
<p>4 Develop a long-term, proactive facilities plan to address future facility needs.</p> <ul style="list-style-type: none"> • Initiate facility planning committee. • Gather input from internal and external stakeholders. • Compile plan. • Develop related funding plan. 	Completed by July 2010	Superintendent Business Manager Director of Operations Principals Activities Director	Public awareness to build support Building finance plan	Long-term facilities plan developed and adopted

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STRATEGIC GOAL 6

Goal: By start of the 2011-12 school year, the Williston Public School District will have systems to address increasing societal problems with a growing number of troubled students at risk of dropping out, bullying, gangs, students with special needs, and students displaying socially unacceptable behavior.

Strategies/Action Steps	Timelines (Start or End By, During)	People Responsible or Involved	Considerations (Resources, Budget, etc.)	Assessment (Measures of Progress or Success)
<p>1 Initiate a process to study the current K-12 learning environment and develop alternatives to address students at risk of dropping out, bullying, gangs, and students displaying socially unacceptable behavior.</p> <p>Dropout prevention</p> <ul style="list-style-type: none"> • Assess current reality • Develop intervention strategies • Implement, monitor, and adjust <p>Bullying and Gangs</p> <ul style="list-style-type: none"> • Assess current reality • Develop intervention strategies • Implement, monitor, and adjust <p>Socially unacceptable behavior</p> <ul style="list-style-type: none"> • Assess current reality • Develop intervention strategies • Implement, monitor, and adjust 	<p>Complete by the end of the 2009-10 school year</p> <p>Complete by the end of the 2010-11 school year</p> <p>Complete by the end of the 2009-10 school year</p>	<p>Dropout prevention committee</p> <p>Director of Curriculum Selected committee</p> <p>Director of Curriculum Selected committee</p>	<p>Budget for committee work</p> <p>Budget for committee work</p> <p>Budget for committee work</p>	<p>Dropout prevention plan completed and adopted</p> <p>Research to assess effectiveness of dropout intervention strategies</p> <p>Intervention plan completed and adopted</p> <p>Research to assess effectiveness of intervention strategies</p> <p>Monitor and assess effectiveness of current character program in development</p>

Strategies/Action Steps	Timelines (Start or End By, During)	People Responsible or Involved	Considerations (Resources, Budget, etc.)	Assessment (Measures of Progress or Success)
2 Educate the school and community about services provided for students and their families.	Ongoing	Director of Curriculum	Possibly tie to Professional Development Plan and school websites Possible budget for website or printing; public meetings	Research value and usefulness of public information

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STRATEGIC GOAL 7

Goal: By the start of the 2012-13 school year, the Williston Public School District will have in place a process and plan to enhance the recruitment and retention of high quality teachers.

Strategies/Action Steps	Timelines (Start or End By, During)	People Responsible or Involved	Considerations (Resources, Budget, etc.)	Assessment (Measures of Progress or Success)
1 Increase salary and benefits for staff to improve retention and enhance recruitment. <ul style="list-style-type: none"> • Collaborative bargaining • Research salary scales in comparison with similar sized districts. • Research additional incentives to retain staff • Implement marketing plan 	Complete with current negotiated agreement , then ongoing	Superintendent and Board	Possible budget for consultant to conduct research	Data collected and analyzed relating to salary, benefits, other incentives, and intrinsic rewards
2 Update the mentoring program for new teachers. <ul style="list-style-type: none"> • Review current mentoring program for new teachers and modify as appropriate. • Consider expanding program to include mentoring for all new staff. 	In place by August 2011	Director of Curriculum Commitment from administrators	May need to increase present budget through Title 1 if mentoring program is expanded	Conduct research to measure perceived value and usefulness of mentoring program

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STRATEGIC GOAL 8

Goal: By the start of the 2010-11 school year, the Williston Public School District will have in place a process and plan to address gaps in communication.

Strategies/Action Steps	Timelines (Start or End By, During)	People Responsible or Involved	Considerations (Resources, Budget, etc.)	Assessment (Measures of Progress or Success)
1 Develop guidelines to ensure that all school employees effectively and efficiently communicate with district email. <ul style="list-style-type: none"> • Develop guidelines or policies to ensure staff members check email regularly. • Ensure communications contain relevant and essential information. 	Begin by August 2009 with target completion by January 2010	Superintendent Technology Department Building Principals District Department heads	Possible budget for training staff with limited technology skills	Guidelines developed, adopted, and implemented
2 Updating and upgrading the district and building websites. <ul style="list-style-type: none"> • Research capabilities of someone internal to serve as webmaster. • Research outsourcing webmaster responsibilities. 	Completed by June 2010	Superintendent Support from Board Technology Department Possible outsourcing webmaster to professional	Possible budget for outsourcing webmaster responsibilities	Research completed Recommendations and/or plan developed and adopted

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