

Strategic Plan Deliverable – Progress Matrix June 2013		
Goal 1: SAU 41 will strive to continuously improve each student’s level of achievement and growth		
Strategy 1.1 Create a cohesive comprehensive curriculum, instruction, and assessment system aligned to the Common Core Standards.		
SMART GOAL A : By June 2013, each grade level/course will have 20% of their core maps aligned to standards completed in core content areas - Math, Science, Social Studies, & English (World Languages- HS Only).	Deliverable: July Board Meeting: Assistant Superintendent report will include the percentages of core maps completed in SAU 41.	Progress: Completed- Note SMART GOAL A and B on one Excel spreadsheet per school entitled: SAU 41 Percentage of Core Content Curriculum Maps completed June 2013 Percentage of Common Assessments completed June 2013
SMART GOAL B : By June 2013, each grade level/course will have common assessments (formative/summative) for the core maps completed.	Deliverable: July Board Meeting: Assistant Superintendent report will include the percentages of common assessments completed in SAU 41. (No assessments will be shared to protect the fidelity of the assessment.)	Progress: Completed- Note SMART GOAL A and B on one Excel spreadsheet per school entitled: SAU 41 Percentage of Core Content Curriculum Maps completed June 2013 Percentage of Common Assessments completed June 2013
SMART GOAL C: By June 2013, SAU 41 will have a curriculum review procedure for each core content area.	Deliverable: July Board Meeting: Assistant Superintendent will submit the procedures document for curriculum review for each core content area. (Note – the process may be the same for each content or slightly different – this is to be determined by best practices in the field.)	Progress: Completed SAU 41 Core Content Curriculum Review Procedure

Strategy 1.2 Ensure that all students meet or exceed benchmark criteria.		
SMART GOAL A: By June 2013, SAU 41 will have a procedural document outlining the systematic response for ensuring learning (RTI) in each building.	Deliverable: July Board Meeting: Assistant Superintendent/Director of Student Services will submit the procedures document for each school that ensures learning (RTI) for students.	Progress: Completed Procedure for RTI and an Update on PLC for Each School in SAU41
SMART GOAL B: By February 2013, SAU 41 will have a plan for assessing all students against benchmarks to determine growth using a common tool.	Deliverable: February Board Meeting: Principal Reports will reflect the assessment plan for their building.	Progress: Completed Improvement Model for Longitudinal Study: A Common Tool to Determine Growth through Assessment

Goal 2: SAU 41 will recruit, recognize, and develop the most effective personnel.		
Strategy 2.1 Develop and implement consistent competitive compensation packages.		
SMART GOAL: By June 2013, SAU 41 will research compensation packages from a variety of resources such as: geographic area, regional area, and similar school districts.	Deliverable: July Board Meeting: The Business Administrator will have a comprehensive report.	Progress: The Business Administrator has concluded research and has developed a preliminary report providing insight into compensations packages by region. A comprehensive report is expected in July 2013.
Strategy 2.2 Establish policies and procedures addressing salaries, salary ranges, and staff hiring practices.		
SMART GOAL A: By June 2013, SAU 41 will have current job descriptions for all support staff.	Deliverable: July Board Meeting: The Superintendent will have job descriptions completed and available through the human resource department.	Progress: The job descriptions have revised to incorporate principal input on existing job descriptions as well as language from other districts recommended by NHSBA [New

		<p>Hampshire School Boards Association. The current drafts of job descriptions are aligned to all three districts in SAU 41.</p> <p>Next Steps:</p> <ul style="list-style-type: none"> ▪ Consult with Associations July 2013 ▪ Final review by Building Administrators July 2013 ▪ Presentation to Boards August 2013
<p>SMART GOAL B: By June 2013, SAU 41 will establish consistent hiring processes for professional, support, and non-affiliated staff.</p>	<p>Deliverable: July Board Meeting: The Superintendent will have hiring protocols completed and available through the human resource department.</p>	<p>Progress: A hiring process for professional, support, and non-affiliated staff has been developed.</p> <p>Next Steps:</p> <ul style="list-style-type: none"> ▪ Dissemination to Building Administrators for implementation June 30, 2013
<p>Strategy 2.5 Expand the support and capacity-building programs for new teachers and teacher leaders.</p>		
<p>SMART GOAL: By June 2013, the SAU Leadership team will have a plan for a three - day orientation to support new hires.</p>	<p>Deliverable: April Board Meeting: The Assistant Superintendent will have a plan and an agenda for the August 2013 orientation.</p>	<p>Progress: Completed</p> <p style="text-align: center;">Three- Day Orientation to Support New Hires</p>
<p>Strategy 2.6 Continue to ensure the most effective observation and evaluation practices are utilized.</p>		
<p>SMART GOAL: By June 2013, the SAU Leadership Team will have a plan for strengthening the system of professional staff observation/evaluation.</p>	<p>Deliverable: July Board Meeting: Assistant Superintendent will submit the plan for strengthening the system of professional staff observation/ evaluation.</p>	<p>Progress: Completed</p> <p style="text-align: center;">Plan for Strengthening the System of Professional Staff Observation/Evaluation</p> <p>Next Steps:</p> <ul style="list-style-type: none"> ▪ Building a collaborative school culture and Instructional Rounds

<p>Goal 3: SAU 41 will utilize appropriate technology to enhance student achievement and improve operational efficiency.</p>		
<p>Strategy 3.1 Maintain and improve technologies to support or increase operational efficiency.</p>		
<p>SMART GOAL A: By January 2013, SAU 41 will establish a system-wide procedural document for software adoption to ensure operational efficiency.</p>	<p>Deliverable: February Board Report: The Network Administrator will submit the procedural document for operational efficiency.</p>	<p>Progress: A technology Task Force Committee has been established and to date has prepared a draft entitled: Technology Purchasing Procedure Next Steps: <ul style="list-style-type: none"> ▪ Review and refine the above mentioned document and provide a system-wide process for software adoption by July 2013 </p>
<p>SMART GOAL B: By January 2013, SAU 41 will establish a system-wide procedural document for hardware adoption/replacement to ensure operational efficiency.</p>	<p>Deliverable: February Board Report: The Network Administrator will submit the procedural document for operational efficiency.</p>	<p>Progress: A technology Task Force Committee has been established and to date has prepared a draft entitled: Technology Purchasing Procedure Next Steps: <ul style="list-style-type: none"> ▪ Review and refine the above mentioned document and provide a system-wide process for hardware adoption by July 2013 </p>
<p>Strategy 3.2 Develop an SAU –wide framework for training in all programs and technologies.</p>		
<p>SMART GOAL: By June 2013, SAU 41 will establish a system-wide training schedule for all new hardware/software adoptions.</p>	<p>Deliverable: July Board Report: The Network Administrator will submit the training schedule for all new hardware/software adoptions.</p>	<p>Progress: The committee has identified that training is necessary for technical staff, administrators, teachers, and students. Next Steps: <ul style="list-style-type: none"> ▪ Delivery system for the training. ▪ Who should provide the training? ▪ What will be the source of funding for the training? </p>

<p>Goal 4: SAU 41 will develop and implement consistent practices for teaching grade-appropriate 21st century learning skills.</p>		
<p>Strategy 4.1 Research best practices surrounding 21st century learning skills.</p>		
<p>SMART GOAL: By April 2013, SAU 41 will create a best practices research team.</p>	<p>Deliverable: May Board Report: The Superintendent's report will reflect the establishment and composition of the best practices research team.</p>	<p>Progress: Completed 21st Century Learning Research Task Force</p>
<p>Strategy 4.4 Support professional learning communities for educators to collaborate, share best practices, and integrate 21st century skills into classroom practice resulting in increased student growth.</p>		
<p>SMART GOAL: By June 2013, SAU 41 schools will have systems in place to ensure high functioning professional learning communities.</p>	<p>Deliverable: Board Reports of December 2012, March 2013, and June 2013: The Assistant Superintendent's Report will include status updates of the PLC teams in SAU 41.</p>	<p>Progress: Completed Procedure for RTI and an Update on PLC for Each School in SAU 41 Next Steps:</p> <ul style="list-style-type: none"> ▪ Consistent practice for the delivery of tiered instructional support across the grade levels in SAU 41. ▪ Consistent practice and use of PLC by grade span across SAU 41.
<p>Goal 5: SAU 41 will manage and keep in good repair its physical assets in order to optimize student learning.</p>		
<p>Strategy 5.4 Provide and maintain safe and healthy facilities for all students and staff.</p>		
<p>SMART GOAL: By June 2013, SAU 41 will create facilities maintenance manual to ensure safe and healthy buildings.</p>	<p>Deliverable: July Board Report: The Business Administrator will have the facilities manual available though the SchoolDude system.</p>	<p>Progress: Completed FACILITY MAINTENANCE PLAN BROOKLINE, HOLLIS, HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT SAU 41</p>

Strategy 5.6 Maintain a technology infrastructure to support all instructional and facilities needs.		
SMART GOAL A: By January 2013, SAU 41 will create an infrastructure task force that reviews and oversees all hardware/software requirements and requests.	Deliverable: February Board Report: The Business Administrator's report will reflect the establishment and composition of the task force.	Progress: The Technology task Force Committee members include: Rich Raymond Eric Horton Joseph Gruce Mary Albina Pam Shaw Candi Fowler Bill Aldrich
SMART GOAL B: By June 2013, the infrastructure task force will establish a system-wide procedural document for building hardware/software requests.	Deliverable: July Board Report: The Business Administrator's report will submit the procedural document for building hardware/software requests.	Progress: A technology Task Force Committee has been established and to date has prepared a draft entitled: Technology Purchasing Procedure Next Steps: <ul style="list-style-type: none"> ▪ Review and refine the above mentioned document and provide a system-wide process for building hardware/software requests by July 2013