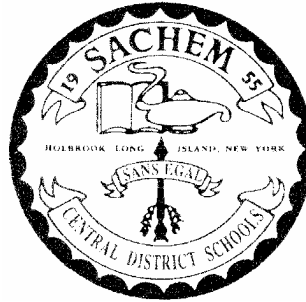


SACHEM CENTRAL SCHOOL DISTRICT



Board of Education Goals

and

Strategic Action Plan

2006-07 School Year

Sachem Central School District Goal #1: Enhance Student Achievement and Quality of Instruction.

Priority Objective A: Create a Professional Learning Community.

<i>Action/Strategies</i>	<i>Implementation Steps</i>	<i>Responsibility</i>	<i>Specific Timeline</i>	<i>Assessment of Results</i>
1. Develop a new Annual Professional Performance Review (APPR) policy.	1. Reevaluate mentoring program. * mentor selection process * increase number of meetings * support for mentor/new teacher * peer visitation 2. Review in-service credit coursework. * alignment to standards * relevance to instructional core * relevance to building and district-wide goals 3. Seek alternatives to observations. * peer coaching model	1. Professional staff	To be completed by June 2007	~ Calendar of Meetings ~ Periodic reports on revised protocols
2. Develop building strategic plans.	1. Form a building level committee to review data, plan for professional development and set goals for the '06 - '07 school year.	1. Building-level administrators 2. Teachers	To be completed by November 1, 2006	~ Building Committee Recommendations ~ Final Plans
3. Provide in-service courses on specific instructional strategies.	1. Develop in-service course offerings that are consistent with district/building instructional goals.	1. Assistant Superintendents 2. Teacher Center	On-going	~ Course Offerings ~ Application in the classroom
4. Increase building and community participation in hiring professional staff.	1. Establish protocols for reviewing, interviewing, and recommending applicants.	1. Assistant Superintendents 2. Principals 2. Teachers 3. Chairpeople 4. Community Members	To be completed by March 2007	~ Final Protocols
5. Assess new programs and initiatives, for example, middle school AIS, in order to determine the effect upon student learning.	1. Review data, instructional materials, and curriculum.	1. All administrators 2. Teachers	On-going	~ Assessments ~ Curriculum ~ Surveys ~ Data
6. Create a process to identify instructional leaders within the organization.	1. Form a committee to determine qualifications and leadership abilities. 2. Make recommendations for instructional leaders/coaches district-wide.	1. Superintendent 2. Assistant Superintendents 3. Building Administration 4. Chairpeople	On-going	~ Modeling lessons ~ Participation in curriculum writing ~ Assessment results

7. Improve upon the process by which we identify and provide opportunities for professional growth for potential teachers.	1. Model ASPIRE program from Murphy School in Boston. 2. Collegial circles to share best practices.	1. Assistant Superintendent for Personnel	March 2007	~ Building Collegial Circles ~ Administrative Collegial Circles
8. Improve upon the delivery of services to students with disabilities in response to changes in federal and state law.	1. Develop a plan for the next three years with specific steps for implementation. 2. Provide focus and consistent professional development opportunities that are in line with Response To Intervention requirements. 3. Redefine the departmental meetings to be more instructionally and professionally practice based. 4. Develop a common vision between all Office of Student Services administrators. 5. Review building teams and delivery of services. 6. Guest Speakers	1. Coordinator of Student Services 2. Assistant Coordinators 3. Assistant Superintendent for Personnel 4. Building Teams	On-going	~ Delivery of services ~ Data ~ Department Plan ~ Calendar of monthly OSS meetings ~ PDP Calendar ~ Data analysis of Least Restrictive Environment continuum and placements
9. Increase DLT and BLT awareness and participation in school and district-wide goals.	1. Training and refocus of DLT/BLT 2. BLT/DLT Reports 3. Quarterly reports for district	1. Superintendent 2. Assistant Superintendents 3. Building Administration 4. Teachers 5. Parents 6. Community members	June 2007	~ Surveys ~ Newsletter

Sachem Central School District Goal #1: Enhance Student Achievement and Quality of Instruction.

Priority Objective B: Use assessment and comprehensive data analysis for targeting academic assistance and instructional decision-making.

<i>Action/Strategies</i>	<i>Implementation Steps</i>	<i>Responsibility</i>	<i>Specific Timeline</i>	<i>Assessment of Results</i>
1. Create district data teams to provide support, alternative strategies and guidance to local schools.	<ol style="list-style-type: none"> 1. Review district-wide assessments results. 2. Articulate district/building level strengths and deficits to building level teams. 3. Provide support and additional training in data analysis. 	<ol style="list-style-type: none"> 1. District Office Administrators 2. BOCES 3. Information Systems 4. Instructional Technology Department 5. Building level administrators 6. Administrator for Federal Funds 	To be completed by June 2007	<p>~Reports/Recommendations from data team</p> <p>~ Training delivered to building data teams</p>
2. Create building data teams to research building strengths and deficits.	<ol style="list-style-type: none"> 1. Develop strategies to improve instruction and work collaboratively with instructional leaders. 2. Utilize current assessment results to establish specific benchmarks for student achievement. 3. BOCES Student Data Liaison will schedule workshops for each building data team. 4. Utilize Sachem Teacher Center to support instruction. 	<ol style="list-style-type: none"> 1. Principals and Teachers 2. Teachers 3. Teacher Center 	September 2006-September 2007	~Reports/Recommendations from building data teams

Sachem Central School District Goal #2: Improve Parent, Community and Staff Communication

Priority Objective A: Ensure a strong community to school connection.

<i>Action/Strategies</i>	<i>Implementation Steps</i>	<i>Responsibility</i>	<i>Specific Timeline</i>	<i>Assessment of Results</i>
1. Expand the channels of communication with the community.	1. Improve the district's website as a means of communication. 2. Explore the use of Connect Education as a tool for communication.	1. Superintendent of Schools	September 2006 – June 2007	~ Periodic review of website information
2. Establish a schedule of Town Meetings for community input.	1. Schedule a series of Town Meetings for the school district to take place at the Sachem Library.	1. Superintendent of Schools	September 2006 – June 2007	~ District-wide schedule of Town meetings
3. Continue a schedule of meetings with parents through the PTAs.	1. Schedule a series of meetings with all PTAs district-wide for Superintendent, District Cabinet, and Board of Education.	1. Superintendent of Schools 2. Assistant Superintendents	September 2006 – June 2007	~ Schedule of PTA meetings at each building
4. Continue a schedule of communication with staff through school visitations.	1. Develop a calendar of visitations for each school.	1. Superintendent of Schools 2. Assistant Superintendents	September 2006 – June 2007	~ Calendar of visitations ~ Meetings with principals following visits
5. Encourage parents and community to be more active in their school communities.	1. Seek participation for a number of Board of Education Committees.	1. Superintendent of Schools	September 2006 – June 2007	~ Membership on BOE committees
6. Establish a Superintendent/Cabinet – PTA Presidents Meeting.	1. Meet monthly with PTA Presidents to keep them abreast of important information and key decisions.	1. Superintendent of Schools. 2. Assistant Superintendents	September 2006 – June 2007	~ Calendar of meetings
7. Foster the Labor/Management Relationship.	1. Schedule regular meetings with labor groups.	1. Superintendent of Schools 2. Assistant Superintendents	September 2006 – June 2007	~ Calendar of meetings
8. To continue to improve district-wide communication through increased integration and implementation of technology.	1. District/School Websites 2. Professional Development on Outlook 3. Webcasts	1. Administrative Assistant for Instruction Technology 2. Instructional Technology Support Staff 3. Building Administrators	On-going	~Professional Development Meetings ~Periodic Reports ~Webpages

Sachem Central School District Goal #3: Improve Fiscal Responsibility and Accountability throughout the District.

Priority Objective A: Develop a school budget that is both cost effective and taxpayer sensitive.

<i>Action/Strategies</i>	<i>Implementation Steps</i>	<i>Responsibility</i>	<i>Specific Timeline</i>	<i>Assessment of Results</i>
1. Continue to work with Citizen Budget Advisory Committee whose function is to make suggestions to the Board of Education after reviewing the 2006-2007 school year budget.	1. Seek additional members to participate in the committee process. 2. Review 06-07 Budget and Budget Newsletter. 3. Make suggestions to the Board of Education	1. Superintendent of Schools 2. Assistant Superintendent for Business 3. School Business Administrator 4. Board of Education 5. Community members	To be completed by April 2007	~ Reports to Board of Education
2. Continue to work with Citizens Audit Committee whose purpose will be to meet with internal and external claims auditors.	1. Seek additional members to participate in the committee process. 2. Meet with external auditor and internal claims auditors and make presentation to the Board of Education and community, relative to auditor's findings and recommendations.	1. Superintendent of Schools 2. Assistant Superintendent for Business 3. School Business Administrator 4. Board of Education 5. Community members	On-going	~ Reports to Board of Education relative to annual end of year audit
3. Further develop Legislative Committee to review areas of additional Federal, State and local aid to Sachem Schools.	1. Enhance membership to Legislative Committee. 2. Investigate legislative options with community to influence the political process for the benefit of the district.	1. Superintendent of Schools 2. Assistant Superintendent for Business 3. School Business Administrator 4. Board of Education 5. Community members	On-going	~ Data analysis of State, Federal, and local aid revenue
4. Create a Capital Projects Committee to discuss and review capital improvements within Sachem Schools.	1. Form a committee to meet with community members, architects and engineers to develop a long term capital needs assessment program. 2. Develop a priority list of projects and associated methods of financing to be presented to the Board of Education.	1. Superintendent of Schools 2. Assistant Superintendent for Business 3. School Business Administrator 4. Board of Education 5. Community members	September 2006 – April 2007	~ Prioritized list of projects with associated costs ~ Plan and time-line of implementation

<p>5. Continue to implement a strategic approach to improve community communication related to district revenues and expenditures.</p>	<ol style="list-style-type: none"> 1. Newsletters 2. Budget workshops 3. Local school presentations 4. Web pages 5. Civic Organizations 6. Newspaper Articles 7. BLT/DLT 8. Sachem Radio Station 9. Booster Clubs 10. PTA/PTA Council 	<ol style="list-style-type: none"> 1. Superintendent of Schools 2. Assistant Superintendent for Business 3. Communication Firm 4. School Business Administrator 5. Administrative Assistant for Instructional Technology and Gifted and Talented 	<p>On-going</p>	<p>~ Community Budget meetings</p>
<p>6. Continue to implement clear negotiation strategies and parameters for the negotiation teams.</p>	<ol style="list-style-type: none"> 1. Negotiations 	<ol style="list-style-type: none"> 1. Superintendent of Schools 2. Assistant Superintendents 3. BOE President/ Vice President as observers 	<p>To be determined by the negotiation process.</p>	<p>~ Final contract settlements</p>

Sachem Central School District Goal #4: Provide Safe and Secure Schools.

Priority Objective A: Ensure a safe and orderly school environment.

<i>Action/Strategies</i>	<i>Implementation Steps</i>	<i>Responsibility</i>	<i>Specific Timeline</i>	<i>Assessment of Results</i>
1. The district will enforce a code of conduct that will apply to staff, students, and visitors pursuant to the SAVE legislation and Board Policy.	<ol style="list-style-type: none"> Quarterly safety meetings with Police, EMS, County and Local Fire Departments. Summary of Violent and Disruptive Incident Report sent to New York Dept. of Education. Update safety guidelines and safety manual. 	<ol style="list-style-type: none"> Superintendent of Schools Building Principals Security Supervisor Assistant Superintendents Emergency Management Team 	On-going	<ul style="list-style-type: none"> ~Violent Incident Report ~ Quarterly meetings ~ Table-top drills/simulations
2. Review and refine district and individual building comprehensive safety plans which address crisis intervention strategies.	<ol style="list-style-type: none"> A Crisis Response Team will be created at each school. Training will be provided to each school in prevention and intervention strategies. 	<ol style="list-style-type: none"> Building Principals Security Supervisor Teachers Emergency Management Team 	On-going	~ District and Building wide safety plan
3. Establish consistent expectations for students and staff founded upon the principles of civility, mutual respect, citizenship, tolerance, honesty, integrity, and character education.	<ol style="list-style-type: none"> The SAVE committee will review the District Code of Conduct and revise if necessary. Remove from a class or from school any student(s) who are disruptive, violent, and/or threaten the health, welfare and safety of others. Create a more comprehensive accounting and reporting system to report violent and disruptive incidents. 	<ol style="list-style-type: none"> Superintendent of Schools Assistant Superintendents District Administrators Teachers 	On-going	<ul style="list-style-type: none"> ~District Code of Conduct ~Student Conduct ~Data analysis of student disciplinary actions
4. Create a process to identify areas in need of improvement to ensure a safe environment within the schools.	<ol style="list-style-type: none"> Form a committee to review the District Code of Conduct. Research access to software- "Principalm" for immediate access to student information. Review current programs/ policies to address discipline procedures. Meet with Security department to discuss building level needs on a regular basis. Invite a specialist to meet with ILT to discuss "at-risk" students and review alternatives for after school instruction. 	<ol style="list-style-type: none"> Superintendent of Schools Assistant Superintendents Building level administrators Security Supervisor 	September 2006-June 2007	<ul style="list-style-type: none"> ~ Minutes of meetings ~ Committee recommendations
5. Review the district's new Wellness Policy to ensure a healthy and nutritious school environment.	<ol style="list-style-type: none"> Review and assess the Food Service program and the district's new Wellness policy. 	<ol style="list-style-type: none"> Director of Food Service Athletic Director Lead Nurse 	September 2006- June 2007	~Year End Report to the Board of Education

Sachem Central School District Goal #5: Technology Integration

Priority Objective A: Upgrade and integrate technology into the curriculum.

<i>Action/Strategies</i>	<i>Implementation Steps</i>	<i>Responsibility</i>	<i>Specific Timeline</i>	<i>Assessment of Results</i>
1. Review and modify the current Three-Year Technology Plan in its final year; and create a new multiyear technology plan for submission to New York State Department of Education.	1. Modify Technology Plan, reflecting current progress. 2. Develop Technology Planning Committee to work with IT staff in research and planning process. 3. Publish new plan to State Education Department, BOCES and the Website for Federal Grant and E-rate compliance.	1. Administrative Assistant for Instructional Technology 2. Technology Planning Committee 3. Instructional Technology Support Staff 4. BOCES Teacher Integration Specialists	October - May	~ Newly modified document on file with BOCES/State Education Department for 2007-2010
2. Provide training and related instruction to maximize teachers' use of instructional technology.	1. Develop workshops that encourage teachers' understanding of prescribed and identified technological strategies to improve student instruction. 2. Implement workshop calendars to offer instruction district-wide. 3. Create a bank of workshops, mini-lessons and documentation for instructional support and new personnel orientations.	1. Administrative Assistant for Instructional Technology 2. Assistant Superintendents 3. District Administrators 4. BOCES Teacher Integration Specialists	On-going	~ PDP Calendar ~ Periodic Reports ~ Teachers Observations/Learning Walks ~Teacher Evaluations
3. Evaluate the effectiveness of current staff development initiatives and BOCES Teacher Integration Specialists.	1. Generate a vehicle to gather data regarding current staff development practices. 2. Evaluate and integrate needs assessment data with staff development team to reshape instructional support.	1. Administrative Assistant for Instructional Technology 2. BOCES Teacher Integration Specialists 3. Principals	On-going	~ Surveys ~ Needs Assessment ~ PDP Calendar ~ Periodic reports

<p>4. Investigate emerging technology, creative new teaching models and best technology practices to develop policies and procedures to select new hardware and peripherals that meet instructional objectives.</p>	<p>1. Continue to work with Elementary, Middle and High School committees. 2. Generate a report reflecting recommendations for hardware initiatives 3. Research, acquire, install, and provide staff development opportunities for hardware based on committee recommendations.</p>	<p>1. Administrative Assistant for Instructional Technology 2. Committee groups 3. Instructional Technology Support Staff 4. Teachers/Staff</p>	<p>October - January</p>	<p>~ Calendar /Minutes of committee meetings ~ Hardware recommendations ~ Report of newly acquired materials</p>
<p>5. Continue to work with grade level and department level committees for the selection and acquisition of software to enhance instructional objectives based on curriculum alignment.</p>	<p>1. Generate a report of current curriculum needs. 2. Research, acquire, install and provide staff development for new software.</p>	<p>1. Administrative Assistant for Instructional Technology 2. Teachers/ Staff 3. BOCES Teacher Integration Specialists 4. Teachers/Staff</p>	<p>On-going</p>	<p>~ Calendar/Minutes of committee meetings ~ Report of newly acquired materials</p>