



## Superintendent Goals for 2015-16

Nancy Allen-Mastro, Ed.D.

---

### *Final Report*

May 16, 2016

**Goal 1:** Lead District 197 in working with the District Management Council (DMC) on a special project called “Shifting Resources to Support Strategic Priorities.”

#### Action Steps

1. Identify the district’s strategic priorities;
  - *Complete.*
2. Identify the district’s theory of action for raising student achievement;
  - *Complete. This document outlines a coherent strategy of “If...then.”*
3. Ensure the completion of software setup;
  - *No software setup has been or will be required locally. Data is sent to the DMC for processing when they request.*
4. Assist and support staff in managing data collection;
  - *Complete.*
5. Run reports per the project timeline determined by the DMC;
  - *Complete.*
6. Provide support to staff in analyzing and forecasting staffing matched to student needs and actual enrollment;
  - *Complete.*
7. Assist staff in analyzing how Title I, IIa, and III are used and compare usage to best practices; and
  - *Complete.*
8. Identify changes to the organizational structure or building practices that would lead to greater alignment of spending to district priorities.
  - *Complete for this year. This conversation has now been embedded in our practice.*

#### Deliverable

- a) Added precision and transparency to general education staffing decisions;
- b) Identified strategies to get the most from federal funds and grants; and
- c) Identification of other opportunities to fund strategic priorities.

#### Link to Student Achievement



Goals A, B, C, and D: This project will enable our district to better understand what resources we currently have and how to re-prioritize them around our strategic goals.

**Goal 2:** Develop a certified administrator recruitment, selection, and onboarding process.

Action Steps

1. Research best practices in selecting qualified leaders;
  - *Complete.*
2. Develop a profile of what knowledge, skills, abilities, and talent we are seeking in leadership candidates;
  - *Complete.*
3. Identify key recruitment strategies;
  - *Complete.*
4. Develop an applicant screening process;
  - *Complete.*
5. Develop standard interview questions and assess them for validity and reliability, such as through field testing or through external review;
  - *Complete.*
6. Develop an interview rating form;
  - *Complete.*
7. Develop guidelines for decision making and recommendations; and
  - *Complete.*
8. Develop an onboarding process for newly hired administrators.
  - *Complete.*

Deliverable

A comprehensive certified administrator recruitment, selection, and onboarding guide.

Link to Student Achievement

Goals A-F: Leadership matters. Hiring high quality leaders is central to ensuring a sustained, laser-like focus on student achievement, promoting high levels of rigor, and developing a robust leadership culture throughout the district.

**Goal 3:** Develop a strategy to annually collect stakeholder feedback from students, staff, and parents in the form of surveys to enable the administration to assess various stakeholder perceptions, collect data to use for planning and decision making, and track changes in perceptions over time.

Action Steps



1. Convene an advisory group;
  - *Complete.*
2. Determine the purpose of collecting stakeholder perceptions and the use of the information collected;
  - *Complete.*
3. Review survey samples;
  - *Complete.*
4. Develop three surveys: students, staff, and parents;
  - *Complete.*
5. Field test the surveys;
  - *Did not conduct a field test. We have elected to use a commercial instrument, which has already been field tested.*
6. Develop distribution, collection, and procedures for analysis;
  - *Complete.*
7. Identify a timeline for annual implementation; and
  - *Complete.*
8. Develop a communication plan.
  - *Complete.*

#### Deliverable

Three surveys will be developed and ready for distribution in the 2016-17 school year.

#### Link to Student Achievement

Goals A-F: Collecting feedback from our three primary stakeholder groups will provide the district with information to use to inform planning and decision making in regard to all six of the strategic goals. Having this information will result in better services and supports for our stakeholders.