



Butler School District Strategic 53 Plan

Strategic Goal 1: Strengthen Exemplary Teaching & Learning

Ensure students are emotionally and academically prepared for success in high school, receive a well-rounded education, and engage in a culture of learning

1.1 Teaching

1.1.1 Establish an instructional and curricular framework

Action Step Leader: Principals/C&I Leader

Stage 1: 1-12 Months (FY19)

Action Steps

- Conduct review of core content assessments, identify opportunities for improvements
- Review the ongoing process for content area curriculum revisions, alignment with learning standards, local learning initiatives and grade level learning pathways
- Develop an instructional framework for high quality curriculum and instruction for foundational learning
- Investigate options for a Student Data Management system
- Identify improvements and enhancements of the K-8 STEM curriculum program

Resources - Learning that Needs to Occur

- Professional learning on assessment tools for instructional enhancement
- Current curriculum documents and process
- Summer curriculum work across areas of study 5 days/16 teachers
- Designated PLT Time, Quarterly
- Consultant (10 days) to help define improved rigor and quality of curriculum and instruction
- Stem Professional Learning
- STEM resources
- STEM Personnel
- STEM Professional Learning

Progress Data

- Reports to DLT
- Reports to BLT
- Reports to SLT
- Reports to BOE

Metric for Success

- Draft instructional framework presented to BOE and PTO
- Curriculum and Instruction Review process is defined
- Annual report of district achievement and performance to the learning community



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1.1.1 Establish an instructional and curricular framework

Action Step Leader: Principals/C&I Leader

Stage 2: 1-12 Months (FY20)

Action Steps

- Annual review of core content assessment data
- Review and begin implementation of recommendations to the ongoing process for content area curriculum review, revisions, alignment with learning standards, local learning initiatives and grade level learning pathways
- Create a learning plan for student growth in ELA and mathematics at the classroom level
- Implement an instructional framework for high quality curriculum and instruction for foundational learning
- Adopt a Student Data Management system
- Implement recommended improvements for the K-8 STEM curriculum program
- Identify improvements and enhancements for the K-8 ELA curriculum
- Identify improvements and enhancements for the K-8 Mathematics curriculum
- Review K-8 Science curriculum
- Monitor and report progress on ELA, Mathematics and STEM

Resources - Learning that Needs to Occur

- Professional learning on assessment tools for instructional enhancement
- Current curriculum documents and process
- Summer curriculum work across areas of study 5 days/16 teachers
- Designated PLT Time, Quarterly
- Student assessment database for instructional decision-making
- Curriculum resources to augment ELA and Mathematics curricula
- STEM resources
- STEM Professional Learning

Progress Data

- Reports to DLT
- Reports to BLT
- Reports to SLT
- Reports to BOE

Metric for Success

- Ongoing curriculum and instruction review process is implemented
- Annual report of district achievement and performance to the learning community
 - Reading proficiency using MAP
 - Math proficiency using MAP
 - State testing data in available content areas
 - 5Essentials
- Adoption of curriculum, as identified in curriculum review, to strengthen ELA, Mathematics and Science programming
- Core curriculum documents available publicly on website
- Adoption of STEM curriculum; analysis of survey data, achievement data



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1.1 Teaching

1.1.1 Establish an instructional and curricular framework

Action Step Leader: Principals/C&I Leader

Stage 3: 1-12 Months (FY21)

Action Steps

- Continue to review core content assessment data
- Continue implementation of recommendations to the ongoing process for content area curriculum review, revisions, alignment with learning standards, local learning initiatives and grade level learning pathways
- Implement learning plan for student growth at the classroom level
- Create course-based assessments to inform student proficiency and learning needs within identified core courses
- Implement improvements and enhancements for the K-8 ELA curriculum
- Implement improvements and enhancements for the K-8 Mathematics curriculum
- Identify improvements and enhancements for the K-8 science curriculum
- Monitor and report progress on ELA, Mathematics and STEM
- Implement a Student Data Management system

Resources - Learning that Needs to Occur

- Assessment tools and professional learning on use for instructional enhancement
- Current curriculum documents and process
- Summer curriculum work across areas of study 5 days/16 teachers
- Designated PLT Time, Quarterly
- Curriculum resources to augment ELA and Mathematics curricula

Progress Data

- Reports to DLT
- Reports to BLT
- Reports to SLT
- Reports to BOE

Metric for Success

- Ongoing curriculum and instruction review process is implemented
- Annual report of district achievement and performance to the learning community
 - Reading proficiency using MAP
 - Math proficiency using MAP
 - State testing data in available content areas
 - 5Essentials
- Adoption of Mathematics and ELA curriculum
- Analysis of survey and achievement data for STEM, ELA, Mathematics



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1.1 Teaching

1.1.1 Establish an instructional and curricular framework

Action Step Leader: Principals/C&I Leader

Stage 4: 1-12 Months (FY22)

Action Steps

- Continue to review core content assessment data
- Continue implementation and monitor of recommendations to the ongoing process for content area curriculum review, revisions, alignment with learning standards, local learning initiatives and grade level learning pathways
- Implement improvements and enhancements for the K-8 Science curriculum
- Monitor and report progress on Science, ELA, Mathematics and STEM

Resources - Learning that Needs to Occur

- Assessment tools and professional learning on use for instructional enhancement
- Current curriculum documents and process
- Summer curriculum work across areas of study 3 days/16 teachers
- Designated PLT Time, Quarterly
- Curriculum resources to augment Science curriculum

Progress Data

- Reports to DLT
- Reports to BLT
- Reports to SLT
- Reports to BOE

Metric for Success

- Ongoing curriculum and instruction review process is implemented
- Annual report of district achievement and performance to the learning community
 - Reading proficiency using MAP
 - Math proficiency using MAP
 - State testing data in available content areas
 - Five Essentials Survey
 - Student, parent, and teacher surveys
- Adoption of Science curriculum; analysis of survey data, achievement data
- Analysis of survey and achievement data for STEM, ELA, Mathematics and Science



Butler School District Strategic 53 Plan

Strategic Goal 1: Strengthen Exemplary Teaching & Learning

Ensure students are emotionally and academically prepared for success in high school, receive a well-rounded education, and engage in a culture of learning

1.2 Learning

1.2.1 Develop a framework for social-emotional learning

Action Step Leader: Principals / C&I Leader

Stage 1: 1-12 Months (FY19)

Action Steps

-Review the ongoing process for SEL curriculum review, revisions, alignment with learning standards, local learning initiatives and grade level learning pathways

Resources - Learning that Needs to Occur

*-Professional Development for Staff through Institute Days, AM PD, release time, and summer hours
-Increase Social Work -Curriculum (Keys of Excellence and RULER Supported by the [Yale Center for Emotional Intelligence](#))
-Celebrations*

Progress Data

*-Reports to BLT
-Reports to DLT
-Reports to PTO
-Reports to BOE*

Metric for Success

*-Percent of students with one or more Office Discipline Referrals for major infractions
-Percent of students with out of school suspensions
-Percent of students with absences exceeding 5%*



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Strategic Goal 1: Strengthen Exemplary Teaching & Learning

Ensure students are emotionally and academically prepared for success in high school, receive a well-rounded education, and engage in a culture of learning

1.2 Learning

1.2.1 Develop a framework for social-emotional learning

Action Step Leader: Principals / C&I Leader

Stage 2: 1-12 Months (FY20)

Action Steps

-Review and begin implementation of recommendations based on audit results to the ongoing process for SEL curriculum review, revisions, alignment with learning standards, local learning initiatives and grade level learning pathways

Resources - Learning that Needs to Occur

*-Professional Development for Staff through Institute Days, AM PD, release time, and summer hours
-DuPage ROE and LADSE professional workshops*

Progress Data

*-Reports to BLT
-Reports to DLT
-Reports to PTO
-Reports to BOE*

Metric for Success

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1.2 Learning

1.2.1 Develop a framework for social-emotional learning	Action Step Leader: Principals/C&I Leader	Stage 3: 1-12 Months (FY21)
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Action Steps	Resources - Learning that Needs to Occur
<p><i>-Continue implementation of recommendations to the ongoing process for SEL curriculum review, revisions, alignment with learning standards, local learning initiatives and grade level learning pathways</i></p>	<p><i>-Professional Development for Staff through Institute Days, AM PD, release time, and summer hours</i></p> <p><i>-DuPage ROE and LADSE professional workshops</i></p>
Progress Data	Metric for Success
<p><i>-Reports to BLT</i></p> <p><i>-Reports to DLT</i></p> <p><i>-Reports to PTO</i></p> <p><i>-Reports to BOE</i></p>	<p><i>-Percent of students with one or more Office Discipline Referrals for major infractions</i></p> <p><i>-Percent of students with out of school suspensions</i></p> <p><i>-Percent of students with absences exceeding 5%</i></p>



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1.2.1 Develop a framework for social-emotional learning

Action Step Leader: Principals/ C&I Leader

Stage 4: 1-12 Months (FY22)

Action Steps

-Continue implementation and monitor of recommendations to the ongoing process for SEL curriculum review, revisions, alignment with learning standards, local learning initiatives and grade level learning pathways.

Resources - Learning that Needs to Occur

*-Professional Development for Staff through Institute Days, AM PD, release time, and summer hours
-DuPage ROE and LADSE professional workshops*

Progress Data

*-Reports to BLT
-Reports to DLT
-Reports to PTO
-Reports to BOE*

Metric for Success

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Action Step Leader: Principals / C&I Leader

Stage 1: 1-12 Months (FY19)

Action Steps

-Review the ongoing process for SEL curriculum review, revisions, alignment with learning standards, local learning initiatives and grade level learning pathways

Resources - Learning that Needs to Occur

-Professional Development for Staff through Institute Days, AM PD, release time, and summer hours
 -Increase Social Work -Curriculum (Keys of Excellence and RULER Supported by the [Yale Center for Emotional Intelligence](#))
 -Celebrations

Progress Data

-Reports to BLT
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Metric for Success

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Action Steps

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Resources - Learning that Needs to Occur

*-Professional Development for Staff through Institute Days, AM PD, release time, and summer hours
-DuPage ROE and LADSE professional workshops*

Progress Data

*-Reports to BLT
-Reports to DLT
-Reports to PTO
-Reports to BOE*

Metric for Success

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Action Steps	Resources - Learning that Needs to Occur
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Progress Data	Metric for Success
<p><i>-Reports to BLT</i></p> <p><i>-Reports to DLT</i></p> <p><i>-Reports to PTO</i></p> <p><i>-Reports to BOE</i></p>	<p><i>-Percent of students with one or more Office Discipline Referrals for major infractions</i></p> <p><i>-Percent of students with out of school suspensions</i></p> <p><i>-Percent of students with absences exceeding 5%</i></p>



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Action Step Leader: Principals/ C&I Leader

Stage 4: 1-12 Months (FY22)

Action Steps

-Continue implementation and monitor of recommendations to the ongoing process for SEL curriculum review, revisions, alignment with learning standards, local learning initiatives and grade level learning pathways.

Resources - Learning that Needs to Occur

*-Professional Development for Staff through Institute Days, AM PD, release time, and summer hours
-DuPage ROE and LADSE professional workshops*

Progress Data

*-Reports to BLT
-Reports to DLT
-Reports to PTO
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Metric for Success

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Strategic Goal 1: Strengthen Exemplary Teaching & Learning

Ensure students are emotionally and academically prepared for success in high school, receive a well-rounded education, and engage in a culture of learning

1.2 Learning

1.2.2 Implement instructional programs that personalize student learning, advance rigor, promote creativity, and provide differentiated learning

Action Step Leader: Director of Technology/ C&I Leader

Stage 1: 1-12 Months (FY19)

Action Steps

- Investigate content discipline tools aligned to learning standards that allow students further differentiated or personalized learning activities
- Provide students with learning activities to become positive digital citizens and raise awareness of individual digital footprint
- Provide students with opportunities to enhance digital fluency based upon ISTE Standards for Students

Resources - Learning that Needs to Occur

- Student committee/Student Government
- Review/visit successful programs locally and nationally in other districts
- Professional Learning for Personalized Learning
- Consultant

Progress Data

- Reports to BLT
- Reports to DLT
- Reports to PTO
- Reports to BOE

Metric for Success

- Annual report of district achievement and performance to the learning community
- Reading proficiency using MAP
- Math proficiency using MAP
- State testing data in available content areas
- Five Essentials Survey student and teacher data



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1.2 Learning

1.2.2 Implement instructional programs that personalize student learning, advance rigor, promote creativity, and provide differentiated learning

Action Step Leader: Director of Technology/ C&I Leader

Stage 2: 1-12 Months (FY20)

Action Steps

- Investigate additional content discipline tools aligned to learning standards that allow students further differentiated or personalized learning activities
- Provide students with learning activities to become positive digital citizens and raise awareness of individual digital footprint
- Provide students with opportunities to enhance digital fluency based upon ISTE Standards for Students.
- Investigate Personalized Learning data opportunities

Resources - Learning that Needs to Occur

- Student committee/Student Government
- Review/visit successful programs locally and nationally in other districts.
- Professional Learning for Personalized Learning
- Consultant

Progress Data

- Reports to BLT
- Reports to DLT
- Reports to PTO
- Reports to BOE

Metric for Success

- Annual report of district achievement and performance to the learning community
 - Reading proficiency using MAP
 - Math proficiency using MAP
 - State testing data in available content areas
 - Five Essentials Survey student and teacher data



Butler School District Strategic 53 Plan

Strategic Goal 1: Strengthen Exemplary Teaching & Learning

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1.2 Learning

1.2.2 Implement instructional programs that personalize student learning, advance rigor, promote creativity, and provide differentiated learning	Action Step Leader: Director of Technology/ C&I Leader	Stage 3: 1-12 Months (FY21)
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Action Steps	Resources - Learning that Needs to Occur
<ul style="list-style-type: none"> -Pilot digital applications supporting content discipline standards that promote personalized learning -Provide students with learning activities to become positive digital citizens and raise awareness of individual digital footprint -Provide students with opportunities to enhance digital fluency based upon ISTE Standards for Students -Students create a portfolio of products of learning 	<ul style="list-style-type: none"> -Personalized Learning Software Licenses -Professional Learning Consultants on Personalized Learning
Progress Data	Metric for Success
<ul style="list-style-type: none"> -Reports to BLT -Reports to DLT -Reports to PTO -Reports to BOE 	<ul style="list-style-type: none"> -Annual report of district achievement and performance to the learning community -Reading proficiency using MAP -Math proficiency using MAP -State testing data in available content areas -Five Essentials Survey student and teacher data -Personalized Learning data reported



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1.2 Learning

1.2.2 Implement instructional programs that personalize student learning, advance rigor, promote creativity, and provide differentiated learning

Action Step Leader: Director of Technology/C&I Leader

Stage 4: 1-12 Months (FY22)

Action Steps

- Purchase and implement content discipline tools aligned to learning standards that allow students further differentiated or personalized learning activities
- Monitor and continue to investigate instructional programming opportunities
- Provide students with learning activities to become positive digital citizens and raise awareness of individual digital footprint
- Provide students with opportunities to enhance digital fluency based upon ISTE Standards for Students
- Students create a portfolio of products of learning

Resources - Learning that Needs to Occur

- Personalized Learning Software
- Professional Learning training and coaching

Progress Data

- Reports to BLT
- Reports to DLT
- Reports to PTO
- Reports to BOE

Metric for Success

- Annual report of district achievement and performance to the learning community
- Reading proficiency using MAP
- Math proficiency using MAP
- State testing data in available content areas
- Five Essentials Survey student and teacher data
- Personalized Learning data report



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Strategic Goal 1: Strengthen Exemplary Teaching & Learning

Ensure students are emotionally and academically prepared for success in high school, receive a well-rounded education, and engage in a culture of learning

1.2 Learning

1.2.3 Enrich extracurricular and exploratory opportunities for well-rounded student experience

Action Step Leader: Principals / C&I Leader

Stage 1: 1-12 Months (FY19)

Action Steps

-Conduct audit of current extracurricular opportunities and resources

Resources - Learning that Needs to Occur

-Establish student interest committee (Student Government)
 -Establish parent extracurricular interest committee
 -OBEA members and OBEA contract
 -Review/visit successful programs locally and nationally in other districts
 -Local partnerships related to athletics, fine arts, and STEM

Progress Data

-Reports to BLT
 -Reports to DLT
 -Reports to PTO
 -Reports to BOE

Metric for Success

-Increased student participation
 -Number of participants
 -Student attendance



Butler School District Strategic 53 Plan

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1.2 Learning

1.2.3 Enrich extracurricular and exploratory opportunities for well-rounded student experience

Action Step Leader: Principals / C&I Leader

Stage 2: 1-12 Months (FY20)

Action Steps

- Conduct audit of exploratory programming and resources
- Review and begin implementation of recommendations for extracurricular opportunities

Resources - Learning that Needs to Occur

- Parent extracurricular interest committee
- Establish parent exploratory interest committee
- Student Government Involvement
- OBEA members and OBEA contract
- Review/visit successful programs locally and nationally in other districts (
- Local partnerships related to athletics, fine arts, and STEM

Progress Data

- Reports to BLT
- Reports to DLT
- Reports to PTO
- Reports to BOE

Metric for Success

- Increased student participation
- Number of participants
- Student attendance
- SDEAA conference records



Butler School District Strategic 53 Plan

Strategic Goal 1: Strengthen Exemplary Teaching & Learning

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1.2 Learning

1.2.3 Enrich extracurricular and exploratory opportunities for well-rounded student experience

Action Step Leader: Principals / C&I Leader

Stage 3: 1-12 Months (FY21)

Action Steps

- Continue implementation of recommendations extracurricular opportunities
- Review and begin implementation of recommendations exploratory programming

Resources - Learning that Needs to Occur

- Parent extracurricular interest committee
- Parent exploratory interest committee
- Student Government Involvement
- OBEA members and OBEA contract
- Review/visit successful programs locally and nationally in other districts
- Local partnerships related to athletics, fine arts, and STEM
- Ongoing professional development for coaches and sponsors

Progress Data

- Reports to BLT
- Reports to DLT
- Reports to PTO
- Reports to BOE

Metric for Success

- Increased student participation
- Number of participants
- Student attendance
- SDEAA conference records
- Student academic performance
- Student satisfaction



Butler School District Strategic 53 Plan

Strategic Goal 1: Strengthen Exemplary Teaching & Learning

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1.2 Learning

1.2.3 Enrich extracurricular and exploratory opportunities for well-rounded student experience

Action Step Leader: Principals / C&I Leader

Stage 4: 1-12 Months (FY22)

Action Steps

- Monitor and refine implementation of recommendations of extracurricular opportunities
- Continue implementation of recommendations for exploratory programming

Resources - Learning that Needs to Occur

- Local partnerships related to athletics, fine arts, and STEM
- Ongoing professional development for coaches and sponsors

Progress Data

- Reports to BLT
- Reports to DLT
- Reports to PTO
- Reports to BOE

Metric for Success

- SDEAA Conference Records
- Student academic performance
- Student satisfaction



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Strategic Goal 1: Strengthen Exemplary Teaching & Learning

Ensure students are emotionally and academically prepared for success in high school, receive a well-rounded education, and engage in a culture of learning

1.2 Learning

1.2.4 Continue to integrate digital learning tools and support technology infrastructure

Action Step Leader: Director of Technology

Stage 1: 1-12 Months (FY19)

Action Steps

- Purchase/renew licensing for instructional materials and student learning materials in a digital format for content areas
- Maintain effective infrastructure systems for educational operations, instruction and learning
- Maintain reliable hardware devices for educational operations, instruction and learning
- Maintain efficient and effective user support services
- Update the IT Facilities plan annually
- Provide ease of access to digital resources

Resources - Learning that Needs to Occur

- Single Sign On utility
- Update 2 servers at Butler Junior High
- Update 4 BF switches
- Upgrade battery capacity to provide longer uptime
- AT&T WAN Contract
- 130 Chromebooks
- 23 Dell staff laptops
- Annual renewals for Smartnets, Antivirus, Domain, Veeam, HPE (server hardware), VMWare

Progress Data

- Reports to District Technology Committee

Metric for Success

- IT Facilities Plan
- Annual technology budget
- BOE Technology Committee updates



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1.2 Learning

1.2.4 Continue to integrate digital learning tools and support technology infrastructure

Action Step Leader: Director of Technology

Stage 2: 1-12 Months (FY20)

Action Steps

- Purchase/renew licensing for instructional materials and student learning materials in a digital format for content areas
- Create a plan for students to recognize the rights, responsibilities and opportunities of living, learning and working in an interconnected digital world, and they act and model in ways that are safe, legal and ethical
- Maintain effective infrastructure systems for educational operations, instruction and learning
- Maintain reliable hardware devices for educational operations, instruction and learning
- Maintain efficient and effective user support services

Resources - Learning that Needs to Occur

- Education Framework utility to manage all digital resources
- Annual renewals for Smartnets, Antivirus, Domain, Veeam, HPE (server hardware), VMWare
- Replace 4 switches at BJH that are EOL
- Replace 3 servers at BF
- Replace 2x New NAS Buffalo Terastation/Synology
- 150 new Chromebooks
- Replace 15 Dell staff laptops

Progress Data

- Reports to District Technology Committee

Metric for Success

- IT Facilities Plan
- Annual technology budget
- BOE Technology Committee updates



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1.2 Learning

1.2.4 Continue to integrate digital learning tools and support technology infrastructure

Action Step Leader: Director of Technology

Stage 3: 1-12 Months (FY21)

Action Steps

- Purchase/renew licensing for instructional materials and student learning materials in a digital format for content areas
- Maintain effective infrastructure systems for educational operations, instruction and learning
- Maintain reliable hardware devices for educational operations, instruction and learning
- Maintain efficient and effective user support services
- Review the use of Google Classroom and make recommendations
- Review need for any revisions needed to the Learning Management Systems
- Review need for digitizing student record files
- Examine classroom presentation options
- Review the status of network storage and make recommendations

Resources - Learning that Needs to Occur

- Cloud Management System to maintain security with our cloud data
- Student Record Files Management System to secure our data
- Replace Cisco ASA/Palo Alto
- Replace 2x UPS
- 150 Chromebooks
- 15 Dell staff laptops
- 5 Dell staff desktops

Progress Data

- Reports to District Technology Committee

Metric for Success

- IT Facilities Plan
- Annual technology budget
- BOE Technology Committee updates
- Classroom Presentation Refresh Plan and budget



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Strategic Goal 1: Strengthen Exemplary Teaching & Learning

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1.2 Learning

1.2.4 Continue to integrate digital learning tools and support technology infrastructure

Action Step Leader: Director of Technology

Stage 4: 1-12 Months (FY22)

Action Steps	Resources - Learning that Needs to Occur
<ul style="list-style-type: none"> -Purchase/renew licensing for instructional materials and student learning materials in a digital format for content areas -Maintain effective infrastructure systems for educational operations, instruction and learning -Maintain reliable hardware devices for educational operations, instruction and learning -Maintain efficient and effective user support services -Implement a security audit and execute highest priority changes needed -Analyze the data collected from the reviews of the digital tools for classroom learning management system and make recommendations -Implement Phase 1 Classroom Presentation Refresh Plan 	<ul style="list-style-type: none"> -150 Chromebooks -13 Dell staff laptops -Security Audit -Security Upgrades -Nimble Storage Servers -Classroom Presentation Refresh Plan
Progress Data	Metric for Success
<ul style="list-style-type: none"> -Reports to District Technology Committee 	<ul style="list-style-type: none"> -IT Facilities plan -Annual technology budget -BOE Technology Committee updates



Butler School District Strategic 53 Plan

Strategic Goal 2: Promote Community Engagement

Engage and communicate with families and the broader community to advance partnerships and bridge understanding among all stakeholders

2.1 Communication

2.1.1 Establish a process for conflict resolution and communication concerns

Action Step Leader:
Superintendent/Principals

Stage 1: 1-12 Months (FY19)

Action Steps

- Review current board policies, handbook language, and communication materials regarding conflict resolution processes
- Update BOE policy and align with handbooks to develop and communicate a clear process

Resources - Learning that Needs to Occur

- Time

Progress Data

- Reports to DLT
- Reports to BLT
- Reports to BOE
- Report to Policy Committee

Metric for Success

- Approval of Board policy
- Stakeholder dissemination via communication strategies



Butler School District Strategic 53 Plan

Strategic Goal 2: Promote Community Engagement

Engage and communicate with families and the broader community to advance partnerships and bridge understanding among all stakeholders

2.1 Communication

2.1.1 Establish a process for conflict resolution and communication concerns

Action Step Leader:
Superintendent/Principals

Stage 2: 1-12 Months (FY20)

Action Steps

-Align approved BOE policy with handbooks to develop and communicate a clear process

Resources - Learning that Needs to Occur

-Time

Progress Data

-Reports to DLT
-Reports to BLT

Metric for Success

-Updated Handbooks



Butler School District Strategic 53 Plan

Strategic Goal 2: Promote Community Engagement

Engage and communicate with families and the broader community to advance partnerships and bridge understanding among all stakeholders

2.1 Communication

2.1.2 Develop a transparent process for student placement

Action Step Leader: Director of Student Services/Principals

Stage 1: 1-12 Months (FY19)

Action Steps

- Public Act 100-0421- Adopt a policy to guide the development and improvement of educational programs for gifted and talented children and children eligible for accelerated placement
- Adopt a policy to meet accessibility, equity, and an openness criteria
- Access to the referral process open to all K-8 students
- Adopt a student evaluation process that is fair, objective, and systematic
- Develop open communication about policy and procedures
- Policy and procedures are available to the community

Resources - Learning that Needs to Occur

- Policy Documents
- ISBE resources & policy documents
- DuPage ROE professional workshops

Progress Data

- Academic policy checklist

Metric for Success

- Board Approval



Strategic Goal 2: Promote Community Engagement Engage and communicate with families and the broader community to advance partnerships and bridge understanding among all stakeholders 2.1 Communication			<u>Butler School District Strategic 53 Plan</u>
2.1.2 Develop a transparent process for student placement	Action Step Leader: Director of Student Services/Principals	Stage 2: 1-12 Months (FY20)	

<i>Action Steps</i>	<i>Resources - Learning that Needs to Occur</i>
-Continue to monitor implementation of policy and make recommendations as needed	-Policy Documents -ISBE resources & policy documents -DuPage ROE professional workshops
<i>Progress Data</i>	<i>Metric for Success</i>
-Academic policy checklist	



Butler School District Strategic 53 Plan

Strategic Goal 2: Promote Community Engagement

Engage and communicate with families and the broader community to advance partnerships and bridge understanding among all stakeholders

2.1 Communication

2.1.3 Use relevant, ongoing communication tools and methods to engage parents and community

**Action Step Leader: Superintendent/
Communications Specialist**

Stage 1: 1-12 Months (FY19)

Action Steps	Resources - Learning that Needs to Occur
<ul style="list-style-type: none"> -Develop a communications survey in order to update communications plan <ul style="list-style-type: none"> Review current analytics of social media engagement Review current social media policies and guidelines Review current photo release practices Review current Acceptable Use Policy (AUP) Review current ADA compliance practices -Develop integrated brand identity guide <ul style="list-style-type: none"> Develop guide on logo use and identity Review branded email masthead use Update materials as they are changed 	<ul style="list-style-type: none"> -Administrator and communications specialist time (included in ongoing budget) -AUP, policies, ADA compliance, brand guidelines -Website ADA compliance -Online survey tool
Progress Data	Metric for Success
<ul style="list-style-type: none"> -Minutes of meetings reported -Survey is developed 	<ul style="list-style-type: none"> -List of recommendations from reviews/audits completed and updated -Recommendation on AUP to Board -AUP is updated and included in parent-student handbook and in student registration -Recommendation on any policy changes presented to the Board -Communications survey is administered and analyzed



Butler School District Strategic 53 Plan

Strategic Goal 2: Promote Community Engagement

Engage and communicate with families and the broader community to advance partnerships and bridge understanding among all stakeholders

2.1 Communication

2.1.3 Use relevant, ongoing communication tools and methods to engage parents and community	Action Step Leader: Superintendent/ Communications Specialist	Stage 2: 1-12 Months (FY20)
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Action Steps	Resources - Learning that Needs to Occur
<ul style="list-style-type: none"> -Analyzed results of communications survey -Update D53 communications plan to promote and showcase learning through a variety of mediums; to increase engagement with stakeholders and to enhance relevant and timely communications -Areas of focus: <ul style="list-style-type: none"> Increase social media engagement Enhance use of video Increase engagement of all stakeholders Heighten content on website Enhance communications targeted to staff Cultivate mobile app for timely and robust communications -Implement integrated brand identity guide and communicate to staff 	<ul style="list-style-type: none"> -Administrator and Communications Specialist time -Training of social media representatives on video use -Website ADA compliance -Online survey tool
Progress Data	Metric for Success
<ul style="list-style-type: none"> -List of recommendations completed -Communicate brand standards and guideline to internal audience -Audit of website 	<ul style="list-style-type: none"> -Survey results are presented to the Board of Education -Communications plan is developed and approved by Board of Education -AUP is updated, if needed, and included in parent-student handbook -Updated social media policies, if applicable, are recommended to Board of Education Policy Committee -New practices for ADA compliance, if appropriate, are implemented -Infuse brand in all district materials



Butler School District Strategic 53 Plan

Strategic Goal 2: Promote Community Engagement

Engage and communicate with families and the broader community to advance partnerships and bridge understanding among all stakeholders

2.1 Communication

2.1.3 Use relevant, ongoing communication tools and methods to engage parents and community

Action Step Leader: Superintendent/
Communications Specialist

Stage 3: 1-12 Months (FY21)

Action Steps

- Continue to implement communications plan and refine based on emerging social media and communications tools and engagement needs
- Areas of focus:
 - Increase social media engagement
 - Enhance use of video
 - Increase engagement of all stakeholders
 - Heighten content on website
 - Enhance communications targeted to staff
 - Cultivate mobile app for timely and robust communications
- Review and refine integrated brand identity guide

Resources - Learning that Needs to Occur

- Administrator and Communications Specialist time
- Online survey tool

Progress Data

- Minutes of meetings reported
- List of recommendations completed

Metric for Success

- AUP is updated, approved by Board of Education and included in parent-student handbook
- Updated social media policies, if applicable, are approved by Board of Education Policy Committee
- Communication plan components are implemented
- Social media followers will increase 10% over prior year
- Satisfaction results will increase 5% over previous communications survey



Butler School District Strategic 53 Plan

Strategic Goal 2: Promote Community Engagement

Engage and communicate with families and the broader community to advance partnerships and bridge understanding among all stakeholders

2.1 Communication

2.1.3 Use relevant, ongoing communication tools and methods to engage parents and community

Action Step Leader: Superintendent/
Communications Specialist

Stage 4: 1-12 Months (FY22)

Action Steps

- Monitor and refine communications plan
- Monitor and review updated social media policies
- Monitor and refine updated ADA practices
- Monitor and refine updated photo release practices and AUP
- Monitor and refine brand identity standards and guidelines
- Maximize emerging communications and social media and integrate into communications
- Investigate ADA options for board meeting transcription

Resources - Learning that Needs to Occur

- Administrator and Communications Specialist time
- Online survey tool

Progress Data

- Reports to BOE
- Communications plan is reviewed and updates are reported to the Board
- Meeting minutes

Metric for Success

- Social media followers will increase 5% over prior year
- AUP is reviewed and published in parent-student handbook
- Updated social media policies, if applicable, are recommended to Board of Education Policy Committee
- New practices for ADA compliance, if appropriate, are implemented
- Recommendation of board meeting transcription service



Butler School District Strategic 53 Plan

Strategic Goal 2: Promote Community Engagement

Engage and communicate with families and the broader community to advance partnerships and bridge understanding among all stakeholders

2.2 Parents and Community Partnerships

2.2.1 Build active community partnerships	Action Step Leader: Superintendent /Communications Specialist	Stage 1: 1-12 Months (FY19)
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Action Steps	Resources - Learning that Needs to Occur
<p>BUSINESS</p> <ul style="list-style-type: none"> -Identify ways businesses could be involved in the classroom and school by surveying faculty on how business speakers, resources and involvement in the classroom could meet curricular goals <p>COMMUNITY STAKEHOLDERS</p> <ul style="list-style-type: none"> -Increase brand equity through involvement of community stakeholders (non-parents and senior citizens) <ul style="list-style-type: none"> Create internal planning group Identify ways community stakeholders could be involved in the classroom and schools Survey faculty and staff on ways seniors and others can be involved in the schools -Analyze pros, cons and logistics of senior citizen Gold Card program where senior citizens and other interested constituents can attend school events and activities <p>SCHOOL & FAMILY PARTNERSHIP</p> <ul style="list-style-type: none"> -Maintain relationships with parents in the community in order to strengthen partnership and to support family and school engagement opportunities -Maintain a parent planning committee to support planning and implementation of learning sessions for families -Hold school and parent engagement session each quarter addressing topics identified by Butler families, staff, and administrators -Create goals with PTO and parent engagement committee on shared needs 	<ul style="list-style-type: none"> -Admin, faculty and communications specialist time -Review/visit successful business partnership councils in other districts -Guest Speakers -Materials -Parent Planning Committee -ISBE resources -DuPage ROE resources and consultants
Progress Data	Metric for Success
<ul style="list-style-type: none"> -Target core business group identified -Staff survey draft completed -Meeting minutes distributed -Reports to DLT -Reports to Parent Committee 	<ul style="list-style-type: none"> -List of possible activities for classroom and school involvement is created -First core business group meeting is planned -Hold school and parent engagement session each quarter addressing topics identified by Butler families, staff, and administrators -Sustained family and community satisfaction over time



Butler School District Strategic 53 Plan

Strategic Goal 2: Promote Community Engagement

Engage and communicate with families and the broader community to advance partnerships and bridge understanding among all stakeholders

2.2 Parents and Community Partnerships

2.2.1 Build active community partnerships	Action Step Leader: Superintendent /Communications Specialist	Stage 2: 1-12 Months (FY20)
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Action Steps	Resources - Learning that Needs to Occur
<p>BUSINESS and COMMUNITY STAKEHOLDERS</p> <ul style="list-style-type: none"> - Increase brand equity through involvement of business community via formation of business-partnership council -Increase brand equity through involvement of senior and other stakeholders. <ul style="list-style-type: none"> Develop framework for core planning group, set schedules and meet with 2-3 identified core representatives and administrator and teacher representatives Obtain feedback from faculty and staff Identify potential Gold Card opportunities for community stakeholders, e.g. senior citizens and non-parents and businesses, can get involved in the schools <p>SCHOOL & FAMILY PARTNERSHIP</p> <ul style="list-style-type: none"> -Maintain relationships with parents in the community in order to maintain a collaborative partnership and to support family and school engagement opportunities -Maintain parent planning committee to support planning and implementation of learning sessions for families -Hold school and parent engagement session each quarter addressing topics identified by Butler families, staff, and administrators -Implement goals and collaborate with PTO and parent engagement committee on shared needs 	<ul style="list-style-type: none"> -Admin time, meeting materials, refreshments, custodial time for evening meetings -Promotional Gold Card Program materials -Guest Speakers -Materials -Parent Planning Committee -ISBE resources -DuPage ROE resources and consultants
Progress Data	Metric for Success
<ul style="list-style-type: none"> -Send letters of invitation to core planning group -Draft list of possible activities for business-related involvement -Draft list of possible activities for community stakeholder involvement -Meeting minutes distributed -Reports to DLT -Reports to Parent Committee 	<ul style="list-style-type: none"> -Core planning business group meetings held -List of community stakeholder activities is created -Hold school and parent engagement session each quarter addressing topics identified by Butler families, staff, and administrators -Sustained family and community satisfaction over time



Strategic Goal 2: Promote Community Engagement Engage and communicate with families and the broader community to advance partnerships and bridge understanding among all stakeholders 2.2 Parents and Community Partnerships		
2.2.1 Build active community partnerships	Action Step Leader: Superintendent /Communications Specialist	Stage 3: 1-12 Months (FY21)

Action Steps	Resources - Learning that Needs to Occur
BUSINESS - <i>Core planning business group holds regular meetings</i> - <i>Determines structure and goals for business council</i> - <i>Identify business representatives for business council</i> - <i>Determines business involvement activities</i> COMMUNITY STAKEHOLDER - <i>Finalize community stakeholder plan</i> - <i>Develop communications plan to publicize community stakeholder program</i> - <i>Implement community stakeholder Gold Card program for senior citizens</i> SCHOOL & FAMILY PARTNERSHIP - <i>Maintain relationships with parents in the community in order to maintain a collaborative partnership and to support family and school engagement opportunities</i> - <i>Maintain parent planning committee to support planning and implementation of learning sessions for families</i> - <i>Hold school and parent engagement session each quarter addressing topics identified by Butler families, staff, and administrators</i> - <i>Implement goals and collaborate with PTO and parent engagement committee on shared needs</i>	- <i>Admin time, meeting materials, refreshments.</i> - <i>Gold Card Luncheon honoring participants</i> - <i>Promotional Gold Card Program materials</i> - <i>Guest Speakers</i> - <i>Materials</i> - <i>Parent Planning Committee</i> - <i>ISBE resources</i> - <i>DuPage ROE resources and consultants</i>
Progress Data	Metric for Success
- <i>Identify and plan business council meeting</i> - <i>Meeting minutes distributed</i> - <i>Reports to DLT</i> - <i>Reports to Parent Committee</i>	- <i>Hold business council meeting</i> - <i>Communications plan for community stakeholder program will be implemented publicized</i> - <i>Assessment shows majority of participants find involvement beneficial</i> - <i>Brochure of Gold Card stakeholder opportunities</i> - <i>Hold school and parent engagement session each quarter addressing topics identified by Butler families, staff, and administrators</i> - <i>Sustained family and community satisfaction over time</i>



Butler School District Strategic 53 Plan

Strategic Goal 2: Promote Community Engagement

Engage and communicate with families and the broader community to advance partnerships and bridge understanding among all stakeholders

2.2 Parents and Community Partnerships

2.2.1 Build active community partnerships	Action Step Leader: Superintendent/ Communications Specialist	Stage 4: 1-12 Months (FY22)
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Action Steps	Resources - Learning that Needs to Occur
BUSINESS <ul style="list-style-type: none"> -Establish regular business council meetings to increase business/ community involvement in schools Hold regular meetings of business council Review goals, activities and other action -Continue publicizing stakeholder/senior citizens plan and implement plan -Monitor and refine plans SCHOOL & PARENT PARTNERSHIP <ul style="list-style-type: none"> -Maintain relationships with parents in the community in order to maintain a collaborative partnership and to support family and school engagement opportunities -Maintain parent planning committee to support planning and implementation of learning sessions for families -Hold school and parent engagement session each quarter addressing topics identified by Butler families, staff, and administrators -Analyze and refine goals with PTO and parent engagement committee on shared needs 	<ul style="list-style-type: none"> -Admin time, meeting materials, refreshments -Promotional Gold Card Program materials -Guest speakers -Materials -Parent planning committee -ISBE resources -DuPage ROE resources and consultants
Progress Data	Metric for Success
<ul style="list-style-type: none"> -Identify and plan business council meeting - Meeting minutes distributed -Reports to DLT -Reports to Parent Committee 	<ul style="list-style-type: none"> -Hold twice yearly business council meetings -Assessment shows majority of participants find involvement beneficial -Brochure of Gold Card stakeholder opportunities -Hold school and parent engagement session each quarter addressing topics identified by Butler families, staff, and administrators -Sustained family and community satisfaction over time



Butler School District Strategic 53 Plan

Strategic Goal 2: Promote Community Engagement

Engage and communicate with families and the broader community to advance partnerships and bridge understanding among all stakeholders

2.2 Parents and Community Partnerships

2.2.2 Engage non-parent community base

**Action Step Leader: Superintendent/
Communications Specialist**

Stage 1: 1-12 Months (FY19)

Action Steps

- Increase community understanding and brand equity of District 53 operations, activities, issues and accomplishments by publishing capstone publications and establishing State of the District event.
 - Write, produce, print and distribute community newsletter Newsline 3x/year
 - Write, produce, print and publish Value of a Butler Education annually
 - Write, produce, print and publish Annual Report
 - BOE to hold town hall meeting on state of district finances
 - Expand list of Key Communicators
- Show transparency of the District and Board of Education activities
 - Publish Fact Sheets on key topics, post on website, highlight in publications and post on social media
 - Create Strategic Plan Dashboard for community feedback and progress on identified metrics.
 - Strategic Plan Report Year 1 Progress Presentation

Resources - Learning that Needs to Occur

- Annual budget for printing and mailing
- Print, distribute cost Value of a Butler D53 Education document
- Print and mail Annual Report
- Annual Meeting planning, set up, custodial time, refreshments
- Communications Specialist time
- Strategic Plan dashboard service
- Strategic Plan promotion

Progress Data

- Planning for Newsline is completed three times yearly
- Planning for Value document is completed yearly
- Planning for Annual Report is completed yearly
- Planning for town hall meeting is completed yearly
- Planning and review of new or revised Fact Sheets are completed yearly

Metric for Success

- Newsline is published three times yearly
- Value Document is published
- Annual Report is published following end of FY
- Town hall meeting is held yearly
- Strategic Plan Annual Report published on webpage
- Sustained community satisfaction over time



Butler School District Strategic 53 Plan

Strategic Goal 2: Promote Community Engagement

Engage and communicate with families and the broader community to advance partnerships and bridge understanding among all stakeholders

2.2 Parents and Community Partnerships

2.2.2 Engage non-parent community base	Action Step Leader: Superintendent /Communications Specialist	Stage 2: 1-12 Months (FY20)
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Action Steps	Resources - Learning that Needs to Occur
<ul style="list-style-type: none"> -Continue to increase community understanding and brand equity of District 53 operations, activities, issues and accomplishments by publishing capstone publications: Newslines 3x/year, Value of a Butler Education yearly, Annual Report -Continue to show transparency of the District and Board of Education activities <ul style="list-style-type: none"> Investigate online Board meeting management software options. BOE to hold annual State of the District meeting yearly in October Strategic Plan Report Progress Year 2 Presentation 	<ul style="list-style-type: none"> -Annual budget for printing and mailing -Print, distribute cost Value of a Butler D53 Education document -Communications specialist time -Annual Meeting planning, set up, custodial time, refreshments -Expand list of Key Communicators -Strategic Plan dashboard service
Progress Data	Metric for Success
<ul style="list-style-type: none"> -Planning for Newslines is completed three times each year -Planning for Value document is completed yearly -Planning for Annual Report is completed yearly -Planning for Annual meeting is completed yearly -Planning and review of new or revised Fact Sheets is completed yearly -Survey referenced in 2.1.3 is drafted 	<ul style="list-style-type: none"> -Communications survey, referenced in 2.1.3 shows 5% increase in transparency of the District -Engagement on social media increases 5% yearly -Strategic Plan Annual Reports published on webpage -Parent Focus Group review of core documents -Sustained community satisfaction over time



Butler School District Strategic 53 Plan

Strategic Goal 2: Promote Community Engagement

Engage and communicate with families and the broader community to advance partnerships and bridge understanding among all stakeholders

2.2 Parents and Community Partnerships

2.2.2 Engage non-parent community base	Action Step Leader: Superintendent /Communications Specialist	Stage 3: 1-12 Months (FY21)
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Action Steps	Resources - Learning that Needs to Occur
<ul style="list-style-type: none"> -Continue to increase community understanding and brand equity of District 53 operations, activities, issues and accomplishments by publishing capstone publications: Newslines 3x/year, Value of a Butler Education yearly, Annual Report; and by holding yearly State of the District -Publish the Board Report, a summary of Board of Education meetings, and post on news section of website, email to parents and key communicators and push out on social media -Publish an Agenda Preview of Board of Education meetings and email to parents and key communications and push out of social media -Use relevant social media to present events and issues live. (e.g. live tweet Board meetings; use live Facebook for events) -Research and infuse new communications and social media methods to increase engagement with non-parent community base -Implement online Board meeting management software 	<ul style="list-style-type: none"> -Annual budget for printing and mailing -Print, distribute cost Value of a Butler D53 Education document -Print and mail Annual Report -Annual Meeting planning, set up, custodial time, refreshments -Communications Specialist time -Expand list of Key Communicators -Strategic Plan dashboard service -Board meeting management software
Progress Data	Metric for Success
<ul style="list-style-type: none"> -Planning for Newslines is completed three times each year -Planning for Value document is completed yearly -Planning for Annual Report is completed yearly -Planning for Annual meeting is completed yearly -Planning and review of new or revised Fact Sheets is completed yearly 	<ul style="list-style-type: none"> -Reports are published and posted on webpage -Engagement on social media increases 5% yearly -Communications survey, referenced in 2.1.3 shows 5% increase in transparency of the District -Strategic Plan Annual Report published on webpage -Sustained community satisfaction over time



Butler School District Strategic 53 Plan

Strategic Goal 2: Promote Community Engagement

Engage and communicate with families and the broader community to advance partnerships and bridge understanding among all stakeholders

2.2 Parents and Community Partnerships

2.2.2 Engage non-parent community base	Action Step Leader: Superintendent /Communication Specialist	Stage 4: 1-12 Months (FY22)
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Action Steps	Resources - Learning that Needs to Occur
<ul style="list-style-type: none"> -Increase community understanding and brand equity of District 53 operations, activities, issues and accomplishments by publishing capstone publications for the entire community, showing transparency of Board of Education activities and holding annual State of the District meeting <li style="padding-left: 20px;">Write, produce, print and distribute community newsletter Newslane 3x/year <li style="padding-left: 20px;">Write, produce, print and publish Value of a Butler Education annually <li style="padding-left: 20px;">Write, produce, print and publish Annual Report <li style="padding-left: 20px;">Hold annual State of the District meeting yearly in October <li style="padding-left: 20px;">Publicize Board of Education Report and send to all parents, post on news section of website and highlight on social media <li style="padding-left: 20px;">Publicize Fact Sheets on key topics, post on website, highlight in publications and post on social media. 	<ul style="list-style-type: none"> -Annual budget for printing and mailing -Print, distribute cost Value of a Butler D53 Education document -Print and mail Annual Report -Annual Meeting planning, set up, custodial time, refreshments -Additional communications consultant time -Expand list of Key Communicators -Strategic Plan dashboard service -Board meeting management software
Progress Data	Metric for Success
<ul style="list-style-type: none"> -Planning for Newslane is completed three times each year -Planning for Value document is completed yearly -Planning for Annual Report is completed yearly -Planning for Annual meeting is completed yearly -Planning and review of new or revised Fact Sheets is completed yearly -Meeting minutes update 	<ul style="list-style-type: none"> -Engagement on social media increases 5% yearly -Reports are published and posted on webpage -Strategic Plan Annual Report published on webpage -Parent Focus Group review of core documents -Sustained community satisfaction over time



Butler School District Strategic 53 Plan

Strategic Goal 3: Creating Value

Leverage effective use of resources for the benefit of student learning and to ensure community value

3.1 Finance

3.1.1 Commit to fiscally sound practices

Action Step Leader: Business Director

Stage 1: 1-12 Months (FY19)

Action Steps

- Complete financial analysis of comparable districts utilizing FY17 data including operating expense per pupil
- Migrate to new township treasurer's software to increase accuracy and create efficiencies
- Research cost-savings consortia
- Maintain internal controls for fiscal responsibility
- Evaluate staffing in light of enrollment/need and the 26 ESSA Elements
- Evaluate student fees and make recommendation to the full Board of Education

Resources - Learning that Needs to Occur

- Administrative Time
- Forecast5 Analytics--5Cast, 5Share
- Networking with other School Business Officials
- Infinite Visions Software and Training for business office staff, secretaries and selected administrators (Cost is unknown at this time.)

Progress Data

- Finance Committee reviews preliminary benchmark reports and provides feedback--May, 2018; May 2019
- Staffing ratios conform more closely to the ESSA Elements
- Maintain or reduce our "adequacy level" as calculated by ISBE

Metric for Success

- Achieve no significant findings in the annual audit
- Fulfill board policy of six months cash reserves in fund balances without early taxes
- Adopt a balanced budget for FY19 in September of 2018
- Maintain our 4.0 Financial Score from ISBE

*\$TBD Infinite Visions Software and Training, 5Cast/5Share Subscription



Butler School District Strategic 53 Plan

Strategic Goal 3: Creating Value

Leverage effective use of resources for the benefit of student learning and to ensure community value

3.1 Finance

3.1.1 Commit to fiscally sound practices

Action Step Leader: Business Director

Stage 2: 1-12 Months (FY20)

Action Steps

- Complete financial analysis of comparable districts utilizing FY18 data including operating expense per pupil
- Fully implement the new township treasurer's software to increase accuracy and create efficiencies
- Implement cost-savings consortia, as appropriate
- Maintain internal controls for fiscal responsibility
- Evaluate staffing in light of enrollment/need and the 26 ESSA Elements

Resources - Learning that Needs to Occur

- Administrative Time
- Forecast5 Analytics--5Cast, 5Share
- Networking with other School Business Officials
- Infinite Visions Software and Training for business office staff, secretaries and selected administrators (Cost is unknown at this time)

Progress Data

- Finance Committee reviews benchmark reports and provides feedback--October, 2020
- Staffing ratios conform more closely to the ESSA Elements
- Reduce our "adequacy level" as calculated by ISBE

Metric for Success

- Achieve no significant findings in the annual audit
- Fulfill board policy of six months cash reserves in fund balances without early taxes
- Adopt a balanced budget for FY20 in September of 2019
- Maintain our 4.0 Financial Score from ISBE

*\$TBD Support for Infinite Visions Software, Additional Training as needed, 5Cast/5Share Subscription



Butler School District Strategic 53 Plan

Strategic Goal 3: Creating Value

Leverage effective use of resources for the benefit of student learning and to ensure community value

3.1 Finance

3.1.1 Commit to fiscally sound practices

Action Step Leader: Business Director

Stage 3: 1 - 12 Months (FY21)

Action Steps

- Complete financial analysis of comparable districts utilizing FY19 data including operating expense per pupil
- Continue the use of the township treasurer's software to increase accuracy and create efficiencies
- Maintain internal controls for fiscal responsibility
- Evaluate staffing in light of enrollment/need and the 26 ESSA Elements

Resources - Learning that Needs to Occur

- Administrative Time
- Forecast5 Analytics--5Cast, 5Share
- Networking with other School Business Officials

Progress Data

- Finance Committee reviews benchmark reports and provides feedback--October, 2021
- Staffing ratios conform more closely to the ESSA Elements
- Reduce our "adequacy level" as calculated by ISBE

Metric for Success

- Achieve no significant findings in the annual audit
- Fulfill board policy of six months cash reserves in fund balances without early taxes
- Adopt a balanced budget for FY21 in September of 2020
- Maintain our 4.0 Financial Score from ISBE

*\$TBD 5Cast/5Share Subscription



Butler School District Strategic 53 Plan

Strategic Goal 3: Creating Value

Leverage effective use of resources for the benefit of student learning and to ensure community value

3.1 Finance

3.1.1 Commit to fiscally sound practices

Action Step Leader: Business Director

Stage 4: 1-12 Months (FY22)

Action Steps

- Complete financial analysis of comparable districts utilizing FY20 data including operating expense per pupil
- Continue the use of the township treasurer's software to increase accuracy and create efficiencies
- Maintain internal controls for fiscal responsibility
- Evaluate staffing in light of enrollment/need and the 26 ESSA Elements

Resources - Learning that Needs to Occur

- Administrator Time
- Forecast5 Analytics--5Cast, 5Share
- Networking with other School Business Officials

Progress Data

- Finance Committee reviews benchmark reports and provides feedback--October, 2022
- Staffing ratios conform more closely to the ESSA Elements
- Reduce our "adequacy level" as calculated by ISBE

Metric for Success

- Achieve no significant findings in the annual audit
- Fulfill board policy of six months cash reserves in fund balances without early taxes
- Adopt a balanced budget for FY22 in September of 2021
- Maintain our 4.0 Financial Score from ISBE

*\$TBD Training, 5Cast/5Share Subscription in Phase



Strategic Goal 3: Create Value Leverage effective use of resources for the benefit of student learning and to ensure community value 3.1 Finance			Butler School District Strategic 53 Plan
3.1.2 Explore new revenue streams	Action Step Leader: Business Director	Stage 1: 1-12 Months (FY19)	

Action Steps	Resources - Learning that Needs to Occur
<ul style="list-style-type: none"> -Discuss possible options with Finance Committee members including sponsorships/naming rights, business partnerships, etc. -Administration meets with PTO leadership to identify and solidify partnerships that enhance the educational experience for children 	<ul style="list-style-type: none"> -Administrative Time -Referendum Consultants -Networking with other School Business Officials -Regular meetings with PTO, OB Park District and Village officials
Progress Data	Metric for Success
<ul style="list-style-type: none"> -Finance Committee discusses options with Oak Brook Park District, PTO and local businesses -Board of Education evaluates possible tax increase through referendum 	<ul style="list-style-type: none"> -Increase revenue/in-kind contribution from sources outside property taxes, CPPRT and user fees



Strategic Goal 3: Create Value Leverage effective use of resources for the benefit of student learning and to ensure community value 3.1 Finance			Butler School District Strategic 53 Plan
3.1.2 Explore new revenue streams	Action Step Leader: Business Director	Stage 2: 1-12 Months (FY20)	

Action Steps	Resources - Learning that Needs to Occur
<ul style="list-style-type: none"> -Discuss possible options with Finance Committee members including sponsorships/naming rights, business partnerships, etc. -Administration meets with PTO leadership to identify and solidify partnerships that enhance the educational experience for children 	<ul style="list-style-type: none"> -Administrative Time -Referendum Consultants -Networking with other School Business Officials -Regular meetings with PTO, OB Park District and Village officials
Progress Data	Metric for Success
<ul style="list-style-type: none"> -Finance Committee discusses options with Oak Brook Park District, PTO and local businesses -Board of Education evaluates possible tax increase through referendum 	<ul style="list-style-type: none"> -Increase revenue/in-kind contribution from sources outside property taxes, CPPRT and user fees



Butler School District Strategic 53 Plan

Strategic Goal 3: Create Value

Leverage effective use of resources for the benefit of student learning and to ensure community value

3.1 Finance

3.1.2 Explore new revenue streams

Action Step Leader: Business Director

Stage 3: 1-12 Months (FY21)

Action Steps

- Discuss possible options with Finance Committee members including sponsorships/naming rights, business partnerships, etc.
- Administration meets with PTO leadership to identify and solidify partnerships that enhance the educational experience for children

Resources - Learning that Needs to Occur

- Administrative Time
- Referendum Consultants
- Networking with other School Business Officials
- Regular meetings with PTO, OB Park District and Village officials

Progress Data

- Finance Committee discusses options with Oak Brook Park District, PTO and local businesses
- Board of Education evaluates possible tax increase through referendum

Metric for Success

- Increase revenue/in-kind contribution from sources outside property taxes, CPPRT and user fees



Butler School District Strategic 53 Plan

Strategic Goal 3: Create Value

Leverage effective use of resources for the benefit of student learning and to ensure community value

3.1 Finance

3.1.2 Explore new revenue streams

Action Step Leader: Business Director

Stage 4: 1-12 Months (FY22)

Action Steps

- Discuss possible options with Finance Committee members including sponsorships/naming rights, business partnerships, etc.
- Administration meets with PTO leadership to identify and solidify partnerships that enhance the educational experience for children

Resources - Learning that Needs to Occur

- Administrative Time
- Referendum Consultants
- Networking with other School Business Officials
- Regular meetings with PTO, OB Park District and Village officials

Progress Data

- Finance Committee discusses options with Oak Brook Park District, PTO and local businesses
- Board of Education evaluates possible tax increase through referendum

Metric for Success

- Increase revenue/in-kind contribution from sources outside property taxes, CPPRT and user fees



Butler School District Strategic 53 Plan

Strategic Goal 3: Create Value

Leverage effective use of resources for the benefit of student learning and to ensure community value

3.2 Human Capital

3.2.1 Invest in professional learning to grow teacher excellence

Action Step Leader: Principals/C&I Leader

Stage 1: 1-12 Months (FY19)

Action Steps

- Identify Professional Learning Framework: Execute a yearly professional learning plan and calendar focused on strengthening educator practices
- Establish standards and effective delivery models for high quality professional learning
- Set professional learning goals to explore and apply pedagogical approaches made possible by technology and reflect on their effectiveness
- Identify and implement a Professional Learning Management system for teacher learning

Resources - Learning that Needs to Occur

- Professional learning in ELA, Math, Science, STEM Conferences and workshops for educators
- Consultants
- Training materials
- Teacher collaboration time
- Professional Learning Management System

Progress Data

- Reports to DLT
- Reports to BLT
- Reports to SLT

Metric for Success

- Professional learning calendar published
- Teacher evaluation data from professional learning evaluations
- Investment tracking of training per teacher



Butler School District Strategic 53 Plan

Strategic Goal 3: Create Value

Leverage effective use of resources for the benefit of student learning and to ensure community value

3.2 Human Capital

3.2.1 Invest in professional learning to grow teacher excellence

Action Step Leader: Principals/C&I Leader

Stage 2: 1-12 Months (FY20)

Action Steps

- Professional Learning Framework: Execute a yearly professional learning plan and calendar focused on strengthening educator practices
- Implement standards and effective delivery models for high quality professional learning
- Pursue professional enhancements through coaching that supports current research to improve student learning outcomes
- Establish summer learning institute to explore proven and promising practices supporting students' digital learning

Resources - Learning that Needs to Occur

- Professional learning in ELA, Math, Science, STEM Conferences and workshops for educators
- Consultants
- D53 Digital Learning University to empower teacher practices 5 days/20 teachers
- One Instructional Coach

Progress Data

- Reports to DLT
- Reports to BLT
- Reports to SLT

Metric for Success

- Professional learning calendar published
- Teacher evaluation data from professional learning evaluations
- Document and track educators' professional learning; create individual professional learning profiles
- Identified student exemplars



Butler School District Strategic 53 Plan

Strategic Goal 3: Create Value

Leverage effective use of resources for the benefit of student learning and to ensure community value

3.2 Human Capital

3.2.1 Invest in professional learning to grow teacher excellence

Action Step Leader: Principals/C&I Leader

Stage 3: 1-12 Months (FY21)

Action Steps

- Dedicate planning and collaboration time to align with our Professional Learning Framework: Execute a yearly professional learning plan and calendar focused on strengthening educator practices
- Analyze the professional learning framework for time and budget, etc. spent and develop a plan for improving the effectiveness of this investment
- Pursue professional enhancements through coaching that supports current research to improve student learning outcomes
- Host and annual summer learning institute to explore proven and promising practices supporting students' digital learning

Resources - Learning that Needs to Occur

- Professional learning in ELA, Math, Science, STEM Conferences and workshops for educators
- Consultants
- D53 Digital Learning University to empower teacher practices 5 days/20 teachers
- One Instructional Coach

Progress Data

- Reports to DLT
- Reports to BLT
- Reports to SLT

Metric for Success

- Professional learning calendar published
- Teacher evaluation data from professional learning evaluations
- Classroom informal walkthrough data shared with teachers
- Document and track educators' professional learning; create individual professional learning profiles
- Identified student exemplars



Butler School District Strategic 53 Plan

Strategic Goal 3: Create Value

Leverage effective use of resources for the benefit of student learning and to ensure community value

3.2 Human Capital

3.2.1 Invest in professional learning to grow teacher excellence

Action Step Leader: Principals/C&I Leader

Stage 4: 1-12 Months (FY22)

Action Steps

- Dedicate planning and collaboration time to align with our Professional Learning Framework: Execute a yearly professional learning plan and calendar focused on strengthening educator practices
- Pursue professional enhancements through coaching that supports current research to improve student learning outcomes
- Host and annual summer learning institute to explore proven and promising practices supporting students' digital learning

Resources - Learning that Needs to Occur

- Consultants
- Professional learning in ELA, Math, Science, STEM Conferences and workshops for educators
- Consultants
- D53 Digital Learning University to empower teacher practices 5 days/20 teachers
- Conferences and workshops for educators
- Training materials
- Two Instructional Coaches

Progress Data

- Reports to DLT
- Reports to BLT
- Reports to SLT

Metric for Success

- Professional learning calendar
- Teacher evaluation data from professional learning evaluations
- Classroom informal walkthrough data shared with teachers
- Document and track educators' professional learning
- Classroom informal walkthrough data shared with teachers; create individual professional learning profiles
- Identified student exemplars



Strategic Goal 3: Create Value Leverage effective use of resources for the benefit of student learning and to ensure community value 3.2 Human Capital			Butler School District Strategic 53 Plan
3.2.2 Balance staffing ratios with district standards and educational programs	Action Step Leader: Director of Student Services	Stage 1: 1-12 Months (FY19)	

Action Steps		Resources - Learning that Needs to Occur	
-Present an annual staffing plan to the board of education -Monitor students' needs annually when making recommendations		-Staffing documents from Butler 53 and LADSE -ESSA Evidence Based Elements Table -ISBE documents & resources	
Progress Data		Metric for Success	
-Personnel student/staff ratio table		-Staffing ratios will meet the needs of district standards, educational programs, and ESSA Evidence Based Elements Table	



Butler School District Strategic 53 Plan

Strategic Goal 3: Create Value

Leverage effective use of resources for the benefit of student learning and to ensure community value

3.2 Human Capital

3.2.2 Balance staffing ratios with district standards and educational programs

Action Step Leader: Director of Student Services

Stage 2: 1-12 Months (FY20)

Action Steps

- Present an annual staffing plan to the board of education*
- Monitor students' needs annually when making recommendations*

Resources - Learning that Needs to Occur

- Staffing documents from Butler 53 and LADSE*
- ESSA Evidence Based Elements Table*
- ISBE documents & resources*

Progress Data

- Personnel student/staff ratio table*

Metric for Success

- Staffing ratios will meet the needs of district standards, educational programs, and ESSA Evidence Based Elements Table*



Butler School District Strategic 53 Plan

Strategic Goal 3: Create Value

Leverage effective use of resources for the benefit of student learning and to ensure community value

3.2 Human Capital

3.2.2 Balance staffing ratios with district standards and educational programs	Action Step Leader: Director of Student Services	Stage 3: 1-12 Months (FY21)
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Action Steps	Resources - Learning that Needs to Occur
<ul style="list-style-type: none"> -Present an annual staffing plan to the board of education -Monitor students' needs annually when making recommendations 	<ul style="list-style-type: none"> -Staffing documents from Butler 53 and LADSE -ESSA Personnel table evidence Based Elements Table -ISBE documents & resources
Progress Data	Metric for Success
<ul style="list-style-type: none"> -Personnel student/staff ratio table 	<ul style="list-style-type: none"> -Staffing ratios will meet the needs of district standards, educational programs, and ESSA Evidence Based Elements Table



Butler School District Strategic 53 Plan

Strategic Goal 3: Create Value

Leverage effective use of resources for the benefit of student learning and to ensure community value

3.2 Human Capital

3.2.2 Balance staffing ratios with district standards and educational programs	Action Step Leader: Director of Student Services	Stage 4: 1-12 Months (FY22)
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Action Steps	Resources - Learning that Needs to Occur
<ul style="list-style-type: none"> -Present an annual staffing plan to the board of education -Monitor students' needs annually when making recommendations 	<ul style="list-style-type: none"> -Staffing documents from Butler 53 and LADSE -ESSA Evidence Based Elements Table -ISBE documents & resources
Progress Data	Metric for Success
<ul style="list-style-type: none"> -Personnel student/staff ratio table 	<ul style="list-style-type: none"> -Staffing ratios will meet the needs of district standards, educational programs, and ESSA Evidence Based Elements Table



Butler School District Strategic 53 Plan

Strategic Direction: Creating Value

Goal 3: Leverage effective use of resources for the benefit of student learning and to ensure community value

3.2 Human Capital

3.2.3 Human Capital: Compensation & Benefits

Action Step Leader: Business Director

Stage 1: 1-12 Months (FY19)

Action Steps

- Compare and analyze compensation and benefits with comparable benchmark districts utilizing FY18 data
- Make recommendations for salary increases (non-union) (Spring, 2019)
- Collect data in preparation for future collective bargaining
- Analyze data within the context of student achievement and staffing ratios in comparison to the 26 ESSA elements
- Collect and analyze data from exit interviews of certified and non-certified staff as employees leave employment

Resources - Learning that Needs to Occur

- Administrative Time
- Forecast5 Analytics--5Cast, 5Share
- Networking with other School Business Officials and Personnel Directors

Progress Data

- Reports to Finance Committee
- Reports to Bargaining Committee
- Reports to Personnel Committee
- Analyze data within the context of other District 53 goals

Metric for Success

- Ninety percent retention of certified staff
- Exit interview data compiled, analyzed and reported to the Board of Education

*\$TBD Increased dollars for employee salary and benefits



Butler School District Strategic 53 Plan

Strategic Direction: Creating Value

Goal 3: Leverage effective use of resources for the benefit of student learning and to ensure community value

3.2 Human Capital

3.2.3 Human Capital: Compensation & Benefits

Action Step Leader: Business Director

Stage 2: 1-12 Months (FY20)

Action Steps

- Compare and analyze compensation and benefits with comparable benchmark districts utilizing FY19 data
- Make recommendations for salary increases (non-union) (Spring, 2020)
- Collect data in preparation for future collective bargaining
- Analyze data within the context of student achievement and staffing ratios in comparison to the 26 ESSA elements
- Collect and analyze data from exit interviews of certified and non-certified staff as employees leave employment

Resources - Learning that Needs to Occur

- Time
- Forecast5 Analytics--5Cast, 5Share
- Networking with other School Business Officials and Personnel Directors

Progress Data

- Reports to Finance Committee
- Reports to Bargaining Committee
- Reports to Personnel Committee
- Analyze data within the context of other District 53 goals

Metric for Success

- Ninety percent retention of certified staff
- Exit interview data compiled, analyzed and reported to the Board of Education

*\$TBD Increased dollars for employee salary and benefits



Butler School District Strategic 53 Plan

Strategic Direction: Creating Value

Goal 3: Leverage effective use of resources for the benefit of student learning and to ensure community value

3.2 Human Capital

3.2.3 Human Capital: Compensation & Benefits	Action Step Leader: Business Director	Stage 3: 1-12 Months (FY21)
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Action Steps	Resources - Learning that Needs to Occur
<ul style="list-style-type: none"> -Compare and analyze compensation and benefits with comparable benchmark districts utilizing FY20 data -Make recommendations for salary increases (non-union) (Spring, 2021) -Collect data in preparation for future collective bargaining -Analyze data within the context of student achievement and staffing ratios in comparison to the 26 ESSA elements -Collect and analyze data from exit interviews of certified and non-certified staff as employees leave employment 	<ul style="list-style-type: none"> -Time -Forecast5 Analytics--5Cast, 5Share -Networking with other School Business Officials and Personnel Directors
Progress Data	Metric for Success
<ul style="list-style-type: none"> -Reports to Finance Committee -Reports to Bargaining Committee -Reports to Personnel Committee -Analyze data within the context of other District 53 goals 	<ul style="list-style-type: none"> -Ninety percent retention of certified staff -Exit interview data compiled, analyzed and reported to the Board of Education

*\$TBD Increased dollars for employee salary and benefits



Butler School District Strategic 53 Plan

Strategic Direction: Creating Value

Goal 3: Leverage effective use of resources for the benefit of student learning and to ensure community value

3.2 Human Capital

3.2.3 Human Capital: Compensation & Benefits	Action Step Leader: Business Director	Stage 4: 1-12 Months (FY22)
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Action Steps	Resources - Learning that Needs to Occur
<ul style="list-style-type: none"> -Compare and analyze compensation and benefits with comparable benchmark districts utilizing FY21 data -Make recommendations for salary increases (non-union) (Spring, 2022) -Collect data in preparation for future collective bargaining -Analyze data within the context of student achievement and staffing ratios in comparison to the 26 ESSA elements -Collect and analyze data from exit interviews of certified and non-certified staff as employees leave employment 	<ul style="list-style-type: none"> -Time -Forecast5 Analytics--5Cast, 5Share -Networking with other School Business Officials and Personnel Directors
Progress Data	Metric for Success
<ul style="list-style-type: none"> -Reports to Finance Committee -Reports to Bargaining Committee -Reports to Personnel Committee -Analyze data within the context of other District 53 goals 	<ul style="list-style-type: none"> -Ninety percent retention of certified staff -Exit interview data compiled, analyzed and reported to the Board of Education

* \$TBD Increased dollars for employee salary and benefits



Strategic Goal 3: Create Value Leverage effective use of resources for the benefit of student learning and to ensure community value 3.2 Human Capital			Butler School District Strategic 53 Plan
3.2.4 Strengthen staff and leader satisfaction over time	Action Step Leader: Superintendent/Principals	Stage 1: 1-12 Months (FY19)	

Action Steps <i>-Reconvene Butler District 53 wellness committee to examine current staff opportunities for engagement and support</i> <i>-Develop a plan for recognizing and rewarding employees across all areas</i>		Resources - Learning that Needs to Occur <i>-Wellness Consultants</i> <i>-Conferences and workshops for educators</i> <i>-Recognition materials and celebrations</i> <i>-Planning hours for teachers and administrators/Summer Hours</i>	
Progress Data <i>-Reports to BLT</i> <i>-Reports to DLT</i> <i>-Reports to BOE</i> <i>-Weekly staff building communication</i>		Metric for Success <i>-Retention rate of teachers rated in the highest two appraisal ratings</i> <i>-Employee satisfaction ratings</i>	



Butler School District Strategic 53 Plan

Strategic Goal 3: Create Value

Leverage effective use of resources for the benefit of student learning and to ensure community value

3.2 Human Capital

3.2.4 Strengthen staff and leader satisfaction over time	Action Step Leader: Superintendent/Principals	Stage 2: 1-12 Months (FY20)
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Action Steps	Resources - Learning that Needs to Occur
<ul style="list-style-type: none"> -Create an annual plan for employee engagement and support -Implement plan for recognizing and rewarding employees across all areas -Review and create opportunities for administrators to further develop instructional leadership -Research and select an employee satisfaction tool -Participate in opportunities for administrators to further develop instructional leadership 	<ul style="list-style-type: none"> -Wellness Consultants -Conferences and workshops for educators -Recognition materials and celebrations -Planning hours for teachers and administrators/Summer Hours -Professional Learning for administrators
Progress Data	Metric for Success
<ul style="list-style-type: none"> -Reports to BLT -Reports to DLT -Reports to BOE -Weekly staff building communication 	<ul style="list-style-type: none"> -Approval of employee satisfaction tool -Retention rate of teachers rated in the highest two appraisal ratings -Employee satisfaction ratings -Professional Learning



Butler School District Strategic 53 Plan

Strategic Goal 3: Create Value

Leverage effective use of resources for the benefit of student learning and to ensure community value

3.2 Human Capital

3.2.4 Strengthen staff and leader satisfaction over time

**Action Step Leader:
Superintendent/Principals**

Stage 3: 1-12 Months (FY21)

Action Steps	Resources - Learning that Needs to Occur
<i>-Participate in opportunities for administrators to further develop instructional leadership</i>	<i>Professional Learning</i>
Progress Data	Metric for Success
<i>-Reports to BLT -Reports to DLT -Reports to BOE -Weekly staff building communication</i>	<i>-Employee satisfaction ratings</i>



Strategic Goal 3: Create Value Leverage effective use of resources for the benefit of student learning and to ensure community value 3.3 Facilities			Butler School District Strategic 53 Plan
3.3.1 Prioritize long-term facility assessment & improvement plans	Action Step Leader: Business Director	Stage 1: 1-12 Months (FY19)	

Action Steps	Resources - Learning that Needs to Occur
<ul style="list-style-type: none"> -Meet with District architects to update Life Safety needs as well as Capital Projects plan -Discuss recommendations for the upcoming summer with the Building & Grounds Committee -Discuss recommendations with the Finance Committee--evaluate in light of resources -Seek BOE approval to bid upcoming project (October) -Prepare and issue bid documents (January) -Award bid (March) -Initiate construction (June) -Substantially complete construction (August) 	<ul style="list-style-type: none"> -Administrator Time -District architects -Forecast5 Analytics--5Cast -Director of Building and Grounds
Progress Data	Metric for Success
<ul style="list-style-type: none"> -District finances can accommodate projected costs while maintaining adequate reserves according to policy 	<ul style="list-style-type: none"> -Project completed on time (prior to the first day of classes in August) Cost is within projected cost from architect -Educational environment/safety is enhanced -Summer 2019 includes air conditioning BJH and related work, keyless entry, interior painting and Life Safety work



Strategic Goal 3: Create Value Leverage effective use of resources for the benefit of student learning and to ensure community value 3.3 Facilities			Butler School District Strategic 53 Plan
3.3.1 Prioritize long-term facility assessment & improvement plans	Action Step Leader: Business Director	Stage 2: 1-12 Months (FY20)	

Action Steps	Resources - Learning that Needs to Occur
<ul style="list-style-type: none"> -Meet with District architects to update Life Safety needs as well as Capital Projects plan -Discuss recommendations for the upcoming summer with the Building & Grounds Committee -Discuss recommendations with the Finance Committee--evaluate in light of resources -Seek BOE approval to bid upcoming project (October) -Prepare and issue bid documents (January) -Award bid (March) -Initiate construction (June) -Substantially complete construction (August) 	<ul style="list-style-type: none"> -Administrator Time -District architects -Forecast5 Analytics--5Cast -Director of Building and Grounds
Progress Data	Metric for Success
<ul style="list-style-type: none"> -District finances can accommodate projected costs while maintaining adequate reserves according to policy 	<ul style="list-style-type: none"> -Project completed on time (prior to the first day of classes in August) Cost is within projected cost from architect -Educational environment/safety is enhanced -Summer 2020 work includes: BF office remodel, BF Life Safety repairs, tuck pointing both buildings and BF gym handicapped access.



Butler School District Strategic 53 Plan		
Strategic Goal 3: Create Value Leverage effective use of resources for the benefit of student learning and to ensure community value 3.3 Facilities		
3.3.1 Prioritize long-term facility assessment & improvement plans	Action Step Leader: Business Director	Stage 3: 1-12 Months (FY21)

Action Steps	Resources - Learning that Needs to Occur
<ul style="list-style-type: none"> -Meet with District architects to update Life Safety needs as well as Capital Projects plan -Discuss recommendations for the upcoming summer with the Building & Grounds Committee -Discuss recommendations with the Finance Committee--evaluate in light of resources -Seek BOE approval to bid upcoming project (October) -Prepare and issue bid documents (January) -Award bid (March) -Initiate construction (June) -Substantially complete construction (August) 	<ul style="list-style-type: none"> -Administrator Time -District architects -Forecast5 Analytics--5Cast -Director of Building and Grounds
Progress Data	Metric for Success
<ul style="list-style-type: none"> -District finances can accommodate projected costs while maintaining adequate reserves according to policy 	<ul style="list-style-type: none"> -Project completed on time (prior to the first day of classes in August) Cost is within projected cost from architect -Educational environment/safety is enhanced -Summer 2021 work includes: roof replacement BJH



Strategic Goal 3: Creating Value Leverage effective use of resources for the benefit of student learning and to ensure community value 3.3 Facilities			Butler School District Strategic 53 Plan
3.3.1 Prioritize long-term facility assessment & improvement plans	Action Step Leader: Business Director	Stage 4: 1-12 Months (FY22)	

Action Steps	Resources - Learning that Needs to Occur
<ul style="list-style-type: none"> -Meet with District architects to update Life Safety needs as well as Capital Projects plan -Discuss recommendations for the upcoming summer with the Building & Grounds Committee -Discuss recommendations with the Finance Committee--evaluate in light of resources -Seek BOE approval to bid upcoming project (October) -Prepare and issue bid documents (January) -Award bid (March) -Initiate construction (June) Substantially complete construction (August) 	<ul style="list-style-type: none"> -Administrator Time -District architects -Forecast5 Analytics--5Cast -Director of Building and Grounds
Progress Data	Metric for Success
<ul style="list-style-type: none"> -District finances can accommodate projected costs while maintaining adequate reserves according to policy 	<ul style="list-style-type: none"> -Project completed on time (prior to the first day of classes in August) Cost is within projected cost from architect -Educational environment/safety is enhanced -Summer 2022 work: Replace boilers BJH



Butler School District Strategic 53 Plan

Strategic Goal 3: Create Value

Leverage effective use of resources for the benefit of student learning and to ensure community value

3.3 Facilities

3.3.2 Maintain safe, clean, learner-ready facilities

Action Step Leader: Business Director

Stage 1: 1-12 Months (FY19)

Action Steps

- Evaluate condition of schools daily
- Conduct Regional Office of Education facility inspection (early fall)
- Conduct Village of Oak Brook Fire Department safety evaluation (early fall)
- Meet with Crisis Team to evaluate Crisis Plan and related facility needs (September)
- Make improvements as needed

Resources - Learning that Needs to Occur

- Administrator Time
- District architects
- Forecast5 Analytics--5Cast
- District Director of Building and Grounds

Progress Data

- District finances can accommodate projected costs while maintaining adequate reserves according to policy

Metric for Success

- Inspection report from the DuPage ROE showing minor to no errors
- Implement keyless access for Butler Junior High (Summer 2019--TBD + Life Safety Work)

*(\$50,000 BJH Door Security + \$ 165,371 BJH Life Safety Work--in Master Facility Plan)



Butler School District Strategic 53 Plan

Strategic Goal 3: Create Value

Leverage effective use of resources for the benefit of student learning and to ensure community value

3.3 Facilities

3.3.2 Maintain safe, clean, learner-ready facilities

Action Step Leader: Business Director

Stage 2: 1-12 Months (FY20)

Action Steps

- Evaluate condition of schools daily
- Conduct Regional Office of Education facility inspection (early fall)
- Conduct Village of Oak Brook Fire Department safety evaluation (early fall)
- Meet with Crisis Team to evaluate Crisis Plan and related facility needs (September)
- Make improvements as needed

Resources - Learning that Needs to Occur

- Administrator Time
- District architects
- Forecast5 Analytics--5Cast
- District Director of Building and Grounds

Progress Data

- District finances can accommodate projected costs while maintaining adequate reserves according to policy

Metric for Success

- Inspection report from the DuPage ROE showing minor to no errors
- Complete Life Safety B Items Brook Forest
- Install Handicapped Access to Gym at Brook Forest

*((\$145,177 BF Life Safety + \$80,000 BF Handicapped Access in Master Facility Plan)



Butler School District Strategic 53 Plan

Strategic Goal 3: Create Value

Leverage effective use of resources for the benefit of student learning and to ensure community value

3.3 Facilities

3.3.2 Maintain safe, clean, learner-ready facilities

Action Step Leader: Business Director

Stage 3: 1-12 Months (FY21)

Action Steps

- Evaluate condition of schools daily
- Conduct Regional Office of Education facility inspection (early fall)
- Conduct Village of Oak Brook Fire Department safety evaluation (early fall)
- Meet with Crisis Team to evaluate Crisis Plan and related facility needs (September)
- Make improvements as needed

Resources - Learning that Needs to Occur

- Administrator Time
- District architects
- Forecast5 Analytics--5Cast
- District Director of Building and Grounds

Progress Data

- District finances can accommodate projected costs while maintaining adequate reserves according to policy

Metric for Success

- Inspection report from the DuPage ROE showing minor to no errors



Strategic Goal 3: Create Value Leverage effective use of resources for the benefit of student learning and to ensure community value 3.3 Facilities			Butler School District Strategic 53 Plan
3.3.2 Maintain safe, clean, learner-ready facilities	Action Step Leader: Business Director	Stage 4: 1-12 Months (FY22)	

Action Steps <ul style="list-style-type: none"> -Evaluate condition of schools daily -Conduct Regional Office of Education facility inspection (early fall) -Conduct Village of Oak Brook Fire Department safety evaluation (early fall) -Meet with Crisis Team to evaluate Crisis Plan and related facility needs (September) -Make improvements as needed 		Resources - Learning that Needs to Occur <ul style="list-style-type: none"> -Administrator Time -District architects -Forecast5 Analytics--5Cast -District Director of Building and Grounds 	
Progress Data <ul style="list-style-type: none"> -District finances can accommodate projected costs while maintaining adequate reserves according to policy 		Metric for Success <ul style="list-style-type: none"> -Inspection report from the DuPage ROE showing minor to no errors 	