

To: Board of Education

From: Philip Bender, Superintendent
Bernadette Tramm, Strategic Plan Internal Facilitator

Date: October 12, 2010

Subject: Update on Strategic Plan

District 64 has begun the first year of implementation activities for its new Strategic Plan "Journey of Excellence." This memo relates recent activities tied to the three strategies in the plan that require substantial teacher involvement in coming months.

Committee Formation

Staff members have had multiple opportunities to expand their understanding of the Strategic Plan and implementation activities for 2010-11 since the opening of school. The Institute Day on August 20 and the Wednesday building meetings on September 1 featured presentations on the Strategic Plan, with particular emphasis on the three strategies needing direct teacher support this year. As a follow-up, informal 20-minute sessions also were held before or after school at all buildings in September with Dr. Bender and the three strategy leaders. All staff also received a laminated copy of the plan components for easy, ongoing reference.

Following these steps, all certified staff members then received an e-mail and were given a week to indicate a first and second choice for committee involvement via an online survey. In all, 12 committee options were presented for teacher involvement this year. On September 28, most of the members of the original Strategic Planning team and the three strategy leaders meet to review the teacher preferences and balance committee membership to represent the broad spectrum of District 64's certified staff.

The committee lists were then announced via personal e-mails to 385 teachers and curriculum specialists on Friday, October 1; 99% of all staff members were placed into either their first or second choice. Distribution on the committees includes:

- Strategy I (Advanced Technology) – 93
- Strategy II (Personal Student Goals) – 77
- Strategy IV (Student Learning) – 215, distributed into 10 committees ranging from 6 (Art) to 56 (Reading) members.

Leadership and Next Steps

The three strategy leaders have met several times to coordinate these efforts; they also are meeting individually with the administrators assisting them in guiding

various sub-groups. In addition, all administrators worked together at the October 6 Administrative Council meeting to prepare for their Strategic Plan leadership roles this year.

Leadership for these strategies will be provided by:

- Advanced Technology Strategy I – Director of Technology Terri Bresnahan
 - Lincoln Principal Joel Martin (grades 6-8); Washington Assistant Principal Dan Ophus (grades 3-5); and Roosevelt Assistant Principal Andy Petrolina (grades pre K-2)
- Personal Student Goals Strategy II – Lincoln Assistant Principal Tim Gleason
 - Carpenter Principal Marcy Canel (grades K-2); Washington Principal Kim Nasshan (grades 3-5); and Emerson Assistant Principal Tim Benka (grades 6-8)
- Student Learning Strategy IV – Assistant Superintendent for Student Learning Diane Betts
 - Field Assistant Principal Katie Kelly (Reading); Franklin Principal Dan Walsh (Language Arts); Field Principal Kathy Creely (Math); Emerson Principal Vicki Mogil (Social Studies); Roosevelt Principal Kevin Dwyer (Science/Health); and Director of RtI Lynne Farmer (Art, Foreign Language, General Music, Instrumental Music, Physical Education)

Based on the approved Staff Development calendar for 2010-11, the fall schedule of activities for all strategies as currently planned includes:

- October 13 – building meetings: District-wide Google docs training
- October 20 – kick-off meetings for each strategy as a whole
- October 27 – meetings by strategy sub-groups
- Tuesday, November 2 Institute Day – meetings by strategy sub-groups
- November 10 – building meetings: initial sharing of work within strategies

Further meetings will be planned for each strategy following these sessions.

With this solid foundation in place, we look forward to moving into the upcoming committee work that will be the heart of the 2010-11 implementation activities scheduled for these three strategies. We will continue to provide the Board and community with frequent updates before the first formal progress report to the Board scheduled for the December 13 meeting.