

ARKANSAS SUPERINTENDENT EVALUATION SYSTEM



Superintendent Name: Daffy Dan

School District: Anytown Arkansas

Implementation Year: 2016-2017

ANNUAL GOAL and ACTION PLAN	RELATES TO: Standard(s)/Function(s)
<p>Goal # 1: The academic achievement of students will improve by 5% and the achievement gap among student subgroups will narrow by 10% or more.</p>	<p>Standard 2: Teaching and Learning</p>

ACTION or STRATEGY	TIME LINE	RESOURCES	INDICATORS/MEASURES OF ACHIEVEMENT
1. Work with principals/curriculum staff to develop plan for improving by 5% the overall math and literacy scores of students across the district.	2016-2017 SY Spring (March-June)	District Learning Team (Principals/Curriculum)	Meeting agendas/notes/minutes Annual Plan
2. Assign and hear from learning team specifics regarding needs of subgroups to include into plan development in #1 above.	2016-2017 SY Spring (March-June)	District Learning Team (Principals/Curriculum)	Meeting agendas/notes/minutes Annual Plan
3. Determine need and budget for additional materials/staff training/ other as plan dictates.	2016-2017 SY Spring (March-June)	Budgeting Documents PD plans/reports	Reports from principals/ curriculum personnel
4. Set and hold calendar of interim meetings to hear reports from assigned staff to determine status of progress and make adjustments as needed.	at least quarterly	Curriculum staff/principals TLI/other interim reports	Analysis/summative reports, meeting agendas/notes/ minutes
5. Report status to board during planning meetings immediately following interim status meeting with staff.	at least quarterly	Leadership personnel Summative reports	Board agendas/board reports status reports

ANNUAL GOAL and ACTION PLAN			RELATES TO: Standard(s)/Function(s)
<p>Goal # 2: (a) The superintendent will insure that a strategic planning process is completed in which the district leadership team (superintendent and board) will determine the district's identity (its vision, mission, values, beliefs, and goals) including articulated vision/mission/goals and implementation strategies for improvements and changes that aim to attain improved achievement for all students.</p> <p>(b) The superintendent will insure that a planning process is completed for each campus to determine each school's vision/mission/goals and implementation strategies aimed at improving student achievement levels for all its students.</p>			Standard 1
ACTION or STRATEGY	TIME LINE	RESOURCES	INDICATORS/MEASURE OF ACHIEVEMENT
1. A core group of district leaders (superintendent and board) shall be convened in a series of meetings to develop a district strategic plan with a focus on student achievement and success that includes vision/mission/goals/ and an implementation strategies that will be used by the superintendent and board to carry out the plan.	Begin June 2016 Plan completed and ready for adoption & publication by start of 2016-2017 school year	ASBA SP facilitator Time/place/materials appropriate for conducting exercise	Calendar of events, agendas, outcome notes A completed district strategic plan Appropriate for publication
2. Planning activities and processes and outcomes will be discussed with the superintendent's leadership team (central office and building administrators and directors) to insure that each is familiar with the board's vision and the district's plan.	June-August 2016	Notes and documentation from superintendent/board activities as appropriate for sharing	Superintendent's leadership team meeting agendas and notes Staff training agendas/notes Principals' Reports
3. Superintendent will insure that a skilled ASBA facilitator/trainer will work with leadership teams from each campus to help them develop their own process and timeline for creation of a campus plan and have the knowledge/skills to carry-out the process.	Begin July 2016 Plans completed by October 15, 2016	ASBA facilitator/trainer Budgeted \$\$ to hire facilitator Staff time to carry out	Principals' reports of progress Completed plans by campus
4. District plan is shared with the staff, community, and other stakeholders	Immediately after adoption in August 2016 and on-going during 16-17 SY	District Website, local publications	Visual review of Website, copies of news articles and other publications
5. The plan and its intent are thoughtfully/deliberately integrated into decision-making throughout the SY to guide and insure alignment of intent and actions.	August 2016 – June 2017		Meeting agendas, notes, minutes of meetings.
6. The district strategic plan and its elements will be reviewed and updated at least annually to ensure relevance and appropriateness.	June 2017	SP facilitator	Meeting agenda, meeting notes, and minutes of meeting

ANNUAL GOAL and ACTION PLAN			RELATES TO: Standard(s)/Function(s)
Goal#3: The district will develop strategies to ensure that its staff is stable and highly qualified.			Standard 3
ACTION or STRATEGY	TIME LINE	RESOURCES	INDICATORS/MEASURES OF ACHIEVEMENT
1. The superintendent will provide the board an analysis of bringing district salaries to the level of surrounding districts and a budget impact analysis for both an immediate or multi-year plan of implementation.	By the 12/2016 board meeting	Salary schedules from all surrounding district with which we compete	Board agenda, report to the board
2. The superintendent will provide the board with a review of the strategies used in the previous recruiting season and an assessment of the effectiveness of these strategies for filling open positions.	August 2016 Board Meeting	Feedback on jobs site and completed surveys from applicants. Reports/data from district personnel.	Comparison with prior years number of highly qualified applicants applying for open positions.
3. The review/report in #2 above will also include a list of additional recruitment strategies to be used in the next year's recruitment cycle as well as the ones continued from the current year.	August 2016 Board Meeting	Researching the media to determining what other districts in the nation and state are doing to recruit.	Board agenda and report to board
4. Superintendent will provide the board with a brief update report on the implementation of new recruiting strategies.	January 2017 Meeting		Board agenda and report

ARKANSAS SUPERINTENDENT EVALUATION SYSTEM

SIGNATURES (Plan Approval)

Board President Signature:

Date:

Vice President Signature:

Date:

Secretary Signature:

Date:

Member Signature:

Date:

Member Signature:

Date:

Member Signature:

Date:

Member Signature:

Date:

Superintendent Signature:

Date:

ARKANSAS SUPERINTENDENT EVALUATION SYSTEM

REFLECTION and ASSESSMENT (MID-YEAR)			
SUPERINTENDENT REFLECTION AND COMMENTS		BOARD RESPONSE/RECOMMENDATIONS	
MID-YEAR FORMATIVE REVIEW	DATE: July 10, 2017	MID-YEAR FORMATIVE REVIEW	DATE: July 14, 2017
<p>PROGRESS MADE: Goal #1 – AR assessment exams indicate the district math/literacy scores have increased overall in K-12 by 5.2%. End-of-course literacy scores however have risen only 2%. The special education subpopulation literacy gap has decreased overall by 2%. Although we have reached our goal yet, we have made improvements and teachers indicate that, although it has required heroic effort on their parts, the on-site training from the math and literacy specialist and the weekly team meetings to analyze formative assessments and discuss strategies has been helpful and encouraging.</p> <p>Goal #2a/b: A district strategic plan is in place and has been integrated into our on-going planning and decision-making at the district level. The community has been made aware of the board’s vision and goals. It was reviewed and tweaked in June. All campuses except the high school have fully developed plans that have been published and are being followed. DHS will complete their plan over the summer of 2017.</p> <p>Goal #3: A comparative analysis of district salaries was presented to the board in November 2016, along with an analysis of the budgetary impact of raising our salary to comparable levels. The District Website pages related to employment have been updated so they are more easily accessible and user-friendly for announcing and recruiting. We are sending our openings to the state and co-op Websites for announcing. Our district staff has worked with our journalism students to create a district asset brochure that we can use for recruiting (and for others interested in moving their students to our district).</p>		<p>PROGRESS MADE: Goal #1: Although not all groups met the 5% growth desired, the reports we have received do show growth in all areas. The principal’s/teacher’s reports over the year show that they are working hard with new skills and determination and are feeling more accountable for outcomes. We thank them and our superintendent’s leadership for their hard work and hope to see their stress levels decrease as new strategies and techniques become more familiar and routine.</p> <p>Goal #2a/b: The strategic planning process was needed and helped us align our intents and efforts. We believe it is helping with our communicating to the community what is important and why we make the decisions we do. Why is the HS’s plan not fully developed and being used? Is this related to their having the lowest improvement/growth rates in math and literacy? Completing this is a MUST! Be prepared to update the board in the August 2017 regarding the DHS plan status.</p> <p>Goal #3: The analysis and reporting of competing districts was well done and thorough and has been helpful as has the financial impact report. Although the budget doesn’t allow us to increase the salary schedule this cycle, Mr. Johnson is asked to find funds to allow a sizable December bonus and continue looking within the budget to find \$\$ to increase next year’s salary schedule.</p>	
<p>SOURCES SUPPORTING STATUS REVIEW: See attached documentation including charts for reporting/comparing assessment results. Please review agendas, board reports, and minutes related to each items.</p>		<p>SOURCES SUPPORTING STATUS REVIEW: Documentation of activities and outcomes presented by the superintendent to the board since June 2016, including agendas, board reports, and minutes related to each items.</p>	

Board President Signature: _____

Date of Board Review: _____

Superintendent Signature: _____

Date: _____

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SUPERINTENDENT'S SELF-REFLECTION and ASSESSMENT for END-of-YEAR (November-December) November 10, 2017

PROGRESS MADE and COMMENTS

A full report of progress for the year will be presented to the board at this month's meeting (step 5 of the superintendent evaluation process).

As the last spring's annual assessment showed, we made gains in student outcomes in all grades tested and in each special population. Although we did not narrow the gap sufficiently between the general population and our special education students, there was growth among those students. Our principals and their teachers are taking full advantage of their curriculum leaders and the specialists in math and literacy borrowed from the co-ops. Our special education director and several of his teachers have received intense training to improve their teaching techniques and strategies. Regular meetings are being held each week on each campus to review student status and teaching approaches in an effort to improve intervention outcomes. Some staff voices that they are being pushed too hard and we may lose some of them to other districts unless we can find a way to relieve some of their stress and convince them that the work is hard no matter where you go.

The strategic plan that we developed for the district has truly become the framework that gives our work direction. Since our last board election with the presence of 2 new members, I am concerned that ownership and buy-in by the board as a whole has lessened and ask that we have our outside-the-system facilitator return and lead us in a session to try and bring us back together as a team with our plan. The high school did develop their plan and have had it in place since August but commitment among the staff is not as high as I believe it must be for the best outcomes. I have concerns about the campus leadership's skills in bringing the team together and have made suggestions to the principal regarding resources and strategies that have potential for helping with this. I will monitor the situation carefully.

We are able to give an across-the-board one-time bonus of \$750 to all employees in December. By outsourcing our maintenance, we will save money for the district which may be redirected toward salary schedules for 2017-2018.

Standards Review Summary (See full Self-Assessment Report for Details) – Though the implementation of my PGP, I have focused and improved in many areas and thus I believe that I can produce evidence to show I am proficient in all of the Standards except Standard 4. I rate myself as progressing there. I am not regularly having as much contact with stakeholders outside the organization as I feel that I should. As we improve in the other areas and leadership in other areas is more systematized and distributed among capable staff, I believe I should direct my next PGP toward improving in Standard 4.

SOURCES SUPPORTING STATUS REVIEW:

Reports of formative testing results for each campus. Updated reposts from each principal, curriculum director, and special education director to show what's being done at each grade level and in each special group including successes and challenges.

Superintendent Signature: _____

Date: _____