

Wallingford Public Schools Strategic Plan Review for 2017 – 2022 – December 2017 Update

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| Focus Area | Communication                                                                                                                |
| Goal 1     | Students, parents, families and the community will utilize communication to acquire pertinent information about our schools. |
| Objective  | Optimize available technologies and identify potential additional resources.                                                 |

| Actions                                                                                                                                                                                                                                            | Person(s) Responsible                                                      | Indicator of Success                                                                                                                                                  | Resources                                                                                                     | Due Date                         |
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| 1. Continue the work of the/technology committee with a focus on consistency across the district                                                                                                                                                   | School based technology committees<br>District technology committee        | Development of clear and consistent protocols related to technology use and communication.                                                                            | Training in new technologies                                                                                  | On-going                         |
| 2. Promote greater use of a user friendly district website<br>❖ Conduct Parent Survey<br>❖ Review consistent style of webpages/site for all schools and district<br>❖ Review consistent Google calendars on website for all school in the district | Webmaster<br>Building level administrators                                 | Number of “hits” on website<br>Parent survey on website utilization<br>Provide links to PTAC                                                                          | Website training                                                                                              | On-going<br><br>Launched website |
| 3. Educate teachers / administrators on purpose and use of Naviance                                                                                                                                                                                | Guidance                                                                   | Increased use                                                                                                                                                         | Naviance training                                                                                             | On-going                         |
| 4. Promote greater use of Naviance (or other resource) email functions to communicate directly with students. Communicate with parents the process for updating demographic information.                                                           | Middle and High School counselors<br>Middle and High School administrators | Number of emails sent to students<br><br>Specify functions and expanding functionally.<br><br>High School Counselors use the email function with their students often | Naviance training<br>Need to check configuration with PowerSchool<br>Will check with Karen about this concept | On-going                         |

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|                                                                                                              |                                                                           | Middle and High School Counselors communicate by email with parents and phone calls as well.                                                                          |                                       |                                 |
| 5. Develop a consistent platform (Google Drive) for communication for all stakeholders.                      | District IT Department Technology Committee                               | Development of a consistently used communication platform                                                                                                             | Release Training                      | Completed                       |
| Gmail In Place Calendar                                                                                      | District IT Department Building Administrators / Staff                    | Development of a consistently used communication platform                                                                                                             | On-line PD                            | On-going                        |
| Google Drive                                                                                                 | District IT Department Building Administrators / Staff                    | Development of a consistently used communication platform                                                                                                             | On-line PD                            | On-going                        |
| Google Classroom                                                                                             | Google Site                                                               | Development of a consistently used communication platform                                                                                                             | On-line PD                            | On-going                        |
| Google Team Drive                                                                                            | District IT Department Building Administrators / Staff                    | Increase the consistent use of the Drive<br><br>Increase knowledge and use of Drive functionality including features such as forms, survey, hangout, team drive, etc. | PD                                    | On-going                        |
| Google Sites                                                                                                 | Google Site Assistant Superintendent of Curriculum                        | Provide information for staff and parents                                                                                                                             | On-line PD – 8/28<br>Increase PD      | Completed with on-going updates |
| 6. Develop / inventory a series of FAQ pages on the district website to address identified areas of concern. | District committee<br>Parents<br>PTAC                                     | Completion of FAQ pages and/or parent checklist<br><br>Continue to add and update FAQ's                                                                               | Parents<br>Administrators<br>Teachers | 2015 – In progress and on-going |
| 7. My Payment Plus                                                                                           | Business Office<br>Director of Technology<br>BOE Approval – November 2015 | Implement payment system for activity accounts.                                                                                                                       | My Payment Plus                       | On-going                        |

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|                                                           |                | Continue to explore and implement where possible                                               |       |          |
| 8. Implement Family Resource Centers at Pre K – 5 Schools | Central Office | Implementation and programming schedule<br><br>Investigate community collaboration possibility | N / A | On-going |

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| Focus Area | Communication                                                                                                |
| Goal 2     | Students, parents, families, and the community will have access to pertinent information on a regular basis. |
| Objective  | Make information on individual student progress more informative, consistent, and accessible.                |

| Actions                                                                                                                                                                                                                | Person(s) Responsible                                                                | Indicator of Success                                                                    | Resources                               | Due Date |
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| 1. Promote regular use of various functions of PowerSchool to communicate assignments, daily bulletin, etc.<br>❖ Continue to promote PowerSchool communication                                                         | IT department<br>Building level administrators                                       | Number of “hits” on the Parent Portal                                                   | PowerSchool training                    | On-going |
| 2. Promote regular communication tools by level – (Monday email, monthly newsletter, PS Bulletin, weekly Central Office Update, Superintendent Blog)<br>❖ Improve quality, not quantity, of communication newsletters. | Central Office<br>Building Administration                                            | Parent feedback                                                                         | Training                                | On-going |
| 3. Promote electronic submission of student work, feedback, revision, etc. to better communicate regarding student success and needs                                                                                   | IT department<br>Building administrators<br>Department leaders<br>Classroom teachers | Degree of utilization of a single electronic platform<br>Link to MBL and 1:1 Chromebook | Training<br>Cost of electronic platform | On-going |
| 4. Provide “college knowledge” workshops for students from grade 9 -12<br>❖ Expand to provide more services to the underclassmen                                                                                       | School Counselors<br>College and Career Specialists<br>Alumni                        | Student surveys<br>Sign in sheet at College and Career Fair<br>College planning evening | N/A                                     | On-going |

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| 5. Promote student use of Naviance                                                                                                                                                     | School Counselors<br>College and Career Specialists | Naviance student access data<br>Using Naviance for SSP and tasks<br>High School uses the Naviance to email students<br><br>Naviance usages at high school level is increased<br><br>Graduation surveys are on Naviance<br>Middle school is using it for what type of learner you are and career inventories<br>Had a representative from Naviance in 2016 and give PD to school Counselors on how to use Naviance in different ways | Naviance                      | On-going          |
| 6. Continue to promote a variety of workshops on financial aid, scheduling, post secondary planning, etc. and include all levels.<br>❖ Encourage better attendance at PSAT for parents | School Counselors<br>Career Specialists             | Parent attendance by grade level<br>New last year had a night just for FAFSA<br>Representative also came to schools to help individuals fill out FAFSA forms<br>New this year presentation on PSAT for parents<br>Last year a financial planning for college at the Elementary school level                                                                                                                                         | Community Partnership         | 2014 and On-going |
| 7. Continue to provide professional development for teachers to improve understanding and practices regarding feedback on assessments and academic communication to parents            | Administrators – STAR and IRLA<br>CRT's             |                                                                                                                                                                                                                                                                                                                                                                                                                                     | Professional Development Time | On-going          |

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| 8. Provide Physical Fitness Data to parents                     | IT Department<br>PE Teachers<br>Health & Wellness - CRT              | PowerSchool<br>Certificate of Achievement<br>Fitness Report Cards | PowerSchool<br>Teacher-made Certificates                                             | On-going        |
| 9. Continue to provide input and preparation for Enlight Watson | Administrators<br>Teachers<br>IT Department<br>Curriculum Department | Begin piloting Enlight Watson                                     | Administrators<br>Teachers<br>IT Department<br>Curriculum Department<br>Office Depot | Fall 2017 Pilot |

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| Focus Area | Communication                                                                                                                                                    |
| Goal 3     | Promote a district culture that ensures that all substantive decisions are made to support the components of the Wallingford Public Schools' mission and vision. |
| Objective  | Embed the vision and mission within all aspects of the culture of the Wallingford School District                                                                |

| Actions                                                                                                      | Person(s) Responsible                                  | Indicator of Success                                                                                   | Resources | Due Date  |
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| 1. Align school core values and beliefs to identified standards and to the district's mission and vision.    | Building level committees<br>District level committees | Completion of core values and beliefs review                                                           | N/A       | Completed |
| 2. Publicize the mission, visions and beliefs at the start of all district level/Board of Education meetings | Central Office personnel                               | Documentation of inclusion of mission, vision and beliefs within all district documents, website, etc. | N/A       | Completed |
| 3. Post strategic plan                                                                                       | Central Office personnel                               | Posting of strategic plan on website                                                                   | N/A       | On-going  |

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| Focus Area | Communication                                                                            |
| Goal 4     | All stakeholders will have opportunities to provide feedback and suggestions.            |
| Objective  | Develop venues that allow stakeholders opportunities to provide feedback and suggestions |

| Actions                                                                                                         | Person(s) Responsible                               | Indicator of Success                                                         | Resources                 | Due Date      |
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| 1. Provide different meeting formats (live chat, video conference, etc.) to accommodate a variety of audiences. | Central Office Personnel<br>Building Administrators | Stakeholder participation                                                    | Technology resources      | On-going      |
| 2. Provide public forums for significant district initiatives                                                   | Administration<br>PTO/PTAC meetings                 | PTAC reps for all schools<br>Agenda/Minutes of meetings<br>Schedules on-line | Technology resources      | On-going      |
| 3. Administer District Climate Surveys annually                                                                 | Central Office Personnel<br>Building Administrators | Stakeholder participation<br>School-based plans                              | Stakeholder participation | On-going      |
| 4. Solicit feedback on Food Services Program on District Climate Survey                                         | Food Services Director                              | Stakeholder participation<br>Revise Food Services Strategic Plan accordingly | Stakeholder participation | June 2016     |
| 5. Solicit feedback from Graduates at Powder Puff and HUBCAP Meeting                                            | District Leadership Team                            | Stakeholder participation                                                    | Stakeholder participation | November 2015 |



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| Focus Area | Communication                                                  |
| Goal 5     | Maintain consistent communication practices among all schools  |
| Objective  | Establish and implement district-wide communications protocols |

| Actions                                                                                                                                                                                 | Person(s) Responsible                                                                            | Indicator of Success                                                                     | Resources                                   | Due Date      |
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| 1. Develop a district communication committee to create/maintain consistent policies and practices regarding communication                                                              | District Technology Committee<br>School Administrators<br>Faculty/Parent/Student representatives | Completion of practices brochure, on-line information, for parents and community members | All constituents groups                     | Completed     |
| 2. Maintain, review, update, communicate and practice emergency response plans. Implement as necessary.<br>❖ Continue safety meetings at each school level                              | Administrators<br>Security Specialist<br>Safety Committees                                       | Continued practices and collaboration                                                    | Police, fire, and other emergency personnel | On-going      |
| 3. Continue to monitor implementation of guidelines for communication to parents regarding student concerns<br>❖ Investigate technology for reporting incidences of mean behavior, etc. | Administrators<br>Teachers                                                                       | Climate survey results by school<br>Safety Hotline Implemented                           | Climate survey                              | On-going      |
| 4. "Who to Call Tree"<br>For Staff                                                                                                                                                      | Central Office<br>Assistant Superintendent of Personnel                                          | Tree developed and disseminated                                                          | Assistant Superintendent of Personnel       | Done Annually |
| 5. "Who to Call Tree"<br>For Parent                                                                                                                                                     | Central Office<br>PTAC                                                                           | Tree developed and disseminated                                                          |                                             | Fall 2017     |