

**Superintendent's Goals and Action Plan
2016-2017 Goals**

Name of Administrator: Scott Koziol

Date: September 9, 2016

Goal #1: Increase student achievement in all areas and at all grade levels.		Domain Area of Focus: Student Growth			
Measurement of Success for the Goal:					
Objective: In order to best meet the individual needs of all of our students, support will be provided for the implementation of instructional strategies for all subjects PK-12 with an emphasis in Math, Reading and Science for 2016-2017.					
Activities	Resources Needed	Timeline		Person Responsible/ Persons Involved	Evidence of Success
		Start Date	End Date		
1. Use district resources to appropriately support the initiatives identified in the building school improvement plans <ul style="list-style-type: none"> • Emphasis on: <ul style="list-style-type: none"> ○ Math <ul style="list-style-type: none"> ▪ Curriculum Alignment ▪ Instructional Strategies ○ Science <ul style="list-style-type: none"> ▪ Curriculum Alignment ○ Reading ○ Writing 	Completed Building School Improvement Plans & Identified Title I, Title II, General Fund Dollars	August 2016	June 2017	Scott Koziol Lori Mayo Building Principals Department Heads	Programs identified in the 2016-2017 School Improvement Plans are successfully implemented and supported

<p>2. Maintain commitment to providing instructional staff time monthly to monitor school improvement plan implementation</p>	<p>Building School Improvement Plans & Identified Title I, Title II, General Fund Dollars</p>	<p>August 2016</p>	<p>June 2017</p>	<p>Scott Koziol Lori Mayo Building Principals Department Heads</p>	<p>Monthly time for instructional staff to meet is scheduled and held. Activities identified in the building school improvement plans are implemented as designed</p>
<p>3. Maintain commitment to providing each grade level/department with the opportunity to analyze and evaluate student achievement data throughout the course of the school year to make informed instructional decisions</p>	<p>Building School Improvement Plans & Identified Title I, Title II, General Fund Dollars</p>	<p>August 2016</p>	<p>June 2017</p>	<p>Scott Koziol Lori Mayo Building Principals Department Heads</p>	<p>Time for instructional staff to meet is scheduled and held. Informed decisions are made to maintain of change building school improvement plans</p>

Goal #2: Ensure that the completion of identified bond projects stay on schedule and that the projects are completed within the established budget.

Domain Area of Focus: Professional Responsibilities

Measurement of Success for the Goal: Maintain schedule and budget, once established, for completion of identified projects. 90%-100% will be considered Highly Effective, 89%-80% is Effective, 79%-70% is Minimally Effective, and 69% and below is Ineffective.

Objective: Work collaboratively with Construction Manager and Architect to monitor schedule and budget of identified projects within the bond.

Activities	Resources Needed	Timeline		Person Responsible/ Persons Involved	Evidence of Success
		Start Date	End Date		
1. Meet periodically with Architect and Construction Manager	N/A	July 2016	June 2017	Scott Koziol	Meeting Agendas and Notes
2. Establish a timeline for the completion of each identified project	Project list with budget	July 2016	October 2017	Scott Koziol	Timeline that identifies completion of projects
3. Work with Business Manager and Construction Manager to continuously monitor expenses to ensure the costs of all projects stay within budget	Budget	July 2016	June 2017	Scott Koziol Lori Mayo	Projects stay within allocated budget
4. Provide, at minimum, weekly updates to Board of Education on the progress of the projects	N/A	July 2016	June 2017	Scott Koziol	Updates provided to the Board of Education on a weekly basis

Goal #3: Ensure that newly hired administrators possess characteristics and skills to be evaluated as “Effective” at a minimum.

Domain Area of Focus: Planning and Decision Making

Measurement of Success for the Goal: Newly hired administrators will earn an “Effective” evaluation rating, at minimum, after his/her first year of employment.

Objective: Create a multistep process with clearly identified actions for hiring highly effective district administrators that is documented and approved by the Board of Education.

Activities	Resources Needed	Timeline		Person Responsible/ Persons Involved	Evidence of Success
		Start Date	End Date		
1. Develop preferred criteria for qualified candidates for each administrative position	N/A	September 2016	December 2016	Scott Koziol Lori Mayo	List of preferred qualifications for each administrative position
2. Define a hiring process that involves a multistep approach	N/A	September 2016	December 2016	Scott Koziol Lori Mayo	Defined hiring process

Goal #4: Maintain an instructional staff (teachers & principals) that is of the highest quality possible.

Domain Area of Focus: Planning & Decision Making

Measurement of Success for the Goal: All instructional staff (teachers & principals) will earn an “Effective” or “Highly Effective” rating on their year-end evaluation. 100% - Highly Effective; 99% - 90% - Effective; 89-80% - Minimally Effective; 79%-70% - Ineffective

Objective: Develop an implementation process for the new 5D+ Evaluation Tool for all teachers and the School Advance Tool for all principals.

Activities	Resources Needed	Timeline		Person Responsible/ Persons Involved	Evidence of Success
		Start Date	End Date		
1. Provide an opportunity for identified staff (principals & teachers) to be trained in the 5D+ Evaluation Tool	Evaluation Grant Funds from MDE	June 2016	October 2016	Scott Koziol	All identified staff complete the full multi day training
2. Provide an opportunity for principals to be trained in the School Advance Evaluation Tool	Evaluation Grant Funds from MDE	August 2016	August 2016	Scott Koziol	All principals complete the full multi day training
3. Schedule individual monthly meetings with each principal to provide the support necessary for the successful implementation of both evaluation tools	N/A	September 2016	May 2016	Scott Koziol Individual Building Principals	Hold a monthly meeting with each principal
4. Provide an opportunity for the identified instructional staff who was trained to train the remaining staff members on the 5d+ Evaluation Tool	Evaluation Grant Funds from MDE to pay for 5D+ Evaluation Materials	August 2016	August 2016	Scott Koziol Identified Instructional Staff who attended 5D+ Evaluation Tool Training	Two days of 5D+ Evaluation Tool Training for remaining instructional staff

<p>5. Provide building principals with the opportunity to identify teachers who have received a “Highly Effective” rating three consecutive years and place them on a biennial evaluation cycle consistent with 380.1249 of the Michigan School Code</p>	<p>N/A</p>	<p>August 2016</p>	<p>September 2016</p>	<p>Building Principals</p>	<p>A list of teachers who have received “Highly Effective” for three consecutive years who will be evaluated on a biennial cycle</p>
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Goal #5: Create an environment/school culture that promotes a safe & welcoming learning environment for all students, staff, & visitors.

Domain Area of Focus: School Environment

Measurement of Success for the Goal: 100% of ALL staff implementing the Nurtured Heart Approach. The level of implementation will be determined by conducting Walkthroughs with building Principals as well as with our Directors. Focus will placed on the Three Stands (1. Neutralize negative behavior, 2. Energize positive behavior, 3. Establishment of fair and consistent boundaries). Results from identified “Connectedness” questions from the student survey will also be used to evaluate implementation.

Objective: Support and build ALL staff’s capacity through the implementation of the Nurtured Heart Approach.

Activities	Resources Needed	Timeline		Person Responsible/ Persons Involved	Evidence of Success
		Start Date	End Date		
1. Provide Nurtured Heart Approach Training for instructional staff & new hires not yet trained	N/A	September 2016	November 2016	Scott Koziol Debra Kruse – NHA Certified Trainer	All instructional staff receive Nurtured Heart Training
2. Continue to monitor the three stands of the Nurtured Heart Approach in all departments	N/A	September 2016	June 2017	Scott Koziol District’s Administrative Team	Walkthroughs and other evaluations include feedback from administrators to employees regarding the three stands

Goal #6: Amend the 2016-2017 budget (as needed) and create the 2017-2018 budget so that Michigan Center School District will be able to maintain consistent student achievement while staying within the parameters of current resources.

Domain Area of Focus: Professional Responsibilities

Measurement of Success for the Goal: A district budget that is within the means of district resources that provides for the support and continuation of effective student programming while maintaining Board policies.

Objectives: Align current resources to support the vision of the district moving forward into the 2016-2017 school year and communicate with district staff about the status of the budget periodically throughout the school year.

Activities	Resources Needed	Timeline		Person Responsible/ Persons Involved	Evidence of Success
		Start Date	End Date		
1. Work with Business Manager to appropriately amend budget to reflect more accurate revenues and expenses	N/A	September 2016	June 2017	Scott Koziol Lori Mayo	Amended budgets in February/March & before the end of June
2. Continue to provide Monthly Board Updates regarding the budget status at Board Meetings	Monthly Board Reporting Tool	September 2016	June 2017	Scott Koziol Lori Mayo	Monthly Board of Education Meeting Minutes
3. Provide a budget for the 2017-2018 school year that shows what it would take to get to a balanced budget if it is not balanced in the initial budget	2017-2018 Budget	January 2017	June 2017	Scott Koziol Lori Mayo	A version of the 2017-2018 budget that provides the Board of Education with the understanding of what it would take to get to a balanced budget
4. Hold a budget update session at each building three times throughout the year for staff members.	N/A	August 2016	June 2017	Scott Koziol Lori Mayo	Create a schedule for three building meetings with dates that are in relation to key times throughout the budget year (i.e. student count days, budget amendments for the Board)