



SUPERINTENDENT'S STRATEGIC PLAN OF ACTION 2018-2023

The North Palos School District 117 Board of Education identified two strategic areas of focus. Below are the areas as designated by the Board of Education.

- ❖ Strategic Area One: Communication (SA1)
- ❖ Strategic Area Two: Long-term Planning (SA2)

Each school year, the Senior Leadership Team provides updates on all strategic areas, goals, and goal-achievement. Updates will occur through weekly Board of Education updates and monthly presentations, postings on the school district website and other social media outlets, and in the NPD117 ChalkTalk community publication.

Communication and Long-Term Planning were identified by the Board of Education to ensure that NPD117 continues to provide excellent learning opportunities for all our students, encourage partnerships with our families and residents, and offer the resources necessary to provide for our district's current and future needs.

NPD117 encourages and welcomes staff, student, parent, and community feedback throughout our educational journey. We seek to continuously improve and recognize the importance of creating a collaborative community of learners through the involvement and partnerships with our retired teachers and staff, our business community, and our families and neighbors. We encourage all stakeholders to become active participants in our district as we tackle the challenges of today to create an even brighter tomorrow.

The North Palos School District 117's Strategic Plan is a viable, living document created to adjust to the needs of our rich and diverse learning community. We are in the "business of students." Agility and flexibility are essential to live the North Palos School District 117 motto: *Investing in Our Future, One Child at a Time.*

Yours in education,

Dr. Jeannie Stachowiak

Superintendent of Schools

NPD117 District’s Mission

Through a dedicated commitment from students, parents, staff and the entire community, the mission of North Palos School District 117 is to create a positive, caring, learning environment that fosters excellence and active student participation and ensures that every student will realize his/her full potential as a socially responsible lifelong learner.

NPD117 District’s Vision

Be the Best *For* the World

NPD117 District’s Motto

Investing in Our Future One Child at a Time

NPD117 District’s Core Values

Visionary Leadership <i>Search for Possibilities</i>	Learner-Centered Education <i>Develop Professional Learning Communities</i>
Organizational and Personal Learning <i>Creates a Culture of Continuous Improvement</i>	Managing for Innovation <i>Model and Monitor What is Important</i>
Systems Perspective <i>Find Ways Around Obstacles</i>	Management by Fact <i>Find What is Working</i>
Focus on the Future <i>Believe That Solutions Exist</i>	Public Responsibility and Citizenship Be the Best <i>For</i> the World
Agility and Flexibility <i>Believe That Change is Possible</i>	Focus on Results and Creating Value <i>Broaden Your Definition of Winning</i>

Strategic Area One (SA1): Communication

Purpose: (SA1)

The North Palos School District 117 Board of Education's goal is to effectively and efficiently communicate with the school district's stakeholders. The Board recognizes and respects the importance of communication between our schools, employees, parents and the community. We are committed to informative, timely and transparent communications with our learning community regarding our students' academic achievement, educational initiatives and reform, school safety, advanced technologies, resource allocation, and budgetary priorities.

Strategic Plan (SA1):

Communication Department District and Building Staff (SA1)

- The district's Communications Director and Building Public Relations Staff submit articles to local newspapers and post articles on the district and building websites.
- Our community publication, ChalkTalk, highlights new initiatives and district accomplishments.

District Website (SA1)

- Pertinent information is posted on the school district website, www.npd117.net and updated by district departments and buildings.
- Classroom and grade-level/team websites are available for parents and students to access important classroom, grade-level, and department/team information.
- Conrady Junior High utilizes Schoology Learning Management System. All parents are issued login information to access student assignments.
- A link to the ISBE Illinois Interactive Report Card (IIRC) is posted on the website. The report card provides the community with a plethora of data about the district and each school.
- The district's Recognize A Star program provides an outlet for community members, parents, students, and colleagues to recognize district employees and volunteers for their hard work and efforts. The link can be found on the front page of the district's website.

Employee Communication (SA1)

- The Superintendent, Assistant Superintendents, and Directors attend Professional Learning Community meetings, Team Day meetings, and Intervention Day meetings to stay informed of both the success and improvement needs within each building.
- The Superintendent, Assistant Superintendents, Directors, Building Principals and Assistant Principals meet quarterly during Quality Review meetings to develop and monitor district, school, and staff goals.
- The Curriculum and Technology Departments meet bi-monthly to discuss how technology can enhance the learning environment. All potential purchases and additional resources are discussed during these collaboration meetings and are aligned with the goals set forth in the Three-Year Technology Plan. Through collaboration, NPD117 can ensure that any devices purchased will meet the teaching and learning needs set by the district. Professional

development and other resources are included in the plan to guarantee successful implementation.

- The District-wide Pupil Personnel Supports Team meets quarterly. Monthly meetings are held with Psychologists, Social Workers, Speech and Language Pathologists, and Nurses and Health Aides.
- The Buildings and Grounds Department utilizes an electronic work order system to create a more efficient and effective process for tracking work orders.
- Newly created district procedural manuals communicate the various processes used throughout the district.
- The Administration will develop and implement appropriate fraud prevention procedures to satisfy new federal requirements.
- The Business Department will develop and implement a District Activity Account Manual.

School/Classroom Communication (SA1)

- Building staff provide information to our families through newsletters, building websites, building marquees, SchoolMessenger, Twitter.
- Kindergarten through Grade 5 Standards-Based Report Cards provide parents detailed information about their child's acquisition of the skills needed to be successful. Information about the Standards-Based Report Card is available on the curriculum website (<http://www.npd117.net/Page/3296>). Parents also have access to their children's progress through Power School in Grades 2 - 8.
- Students use individual learning data to set goals. Student-led Parent/Teacher conferences convey progress toward learning goals and district targets.
- New communication technology has been purchased to provide non-vocal students more effective ways to communicate with staff and students.

Communication with the Community (SA1)

- District Administration meets annually with the NPD 117 Retiree's Group. Many retirees return to our classrooms as substitutes and assessment proctors and share their wealth of knowledge with our students.
- District Administration partners with the Chamber of Commerce, Kiwanis Club, and the cities on various events.
- District and Building Administration meet regularly with first responders from each of our three communities to review the District's Safety Handbook.
- District Administration attend legislative meetings and invites local legislators to attend school events..
- The Lunch Benefit Eligibility process has been streamlined for families to include email notification and an online application. The expected outcome is more efficient communication with parents in regard to meal benefit eligibility.
- A Food Services webpage will be created to increase accessibility to the food service management company. Additionally, the Food Service Director in conjunction with the

District Administration, will solicit feedback from District stakeholders on meal options and the food service program.

- Parents may access student transportation information through their Powerschool Parent Account. Updated information and alerts are sent via SchoolMessenger and email.
- Student report cards are now published digitally and made accessible to parents/guardians through PowerSchool Parent Access. Appropriate information will be shared to ensure that the report cards are easily accessed by those who need the information.

Assessment Plan for Strategic Priority One (SA1)

Feedback and use of:

- District website
- Individual School, Classroom, and Grade-level websites
- Twitter
- SchoolMessenger
- Chalk Talk, local newspapers and other community publications
- Meetings with the community, including Chamber of Commerce, Kiwanis members, mayors, aldermen, first responders, legislators and District Retirees' Group

Strategic Area Two (SA2): Long Term Plan *Curriculum/Technology (SA2a) and Facilities (SA2b)*

Purpose (SA2):

The North Palos School District 117 Board of Education's goal is to plan for both our current and future district needs. The district engages in long-term planning to offer our students a clean, safe, and appropriate learning environment with a technology-infused curriculum that meets the needs of all our learners. By fusing the core curriculum ("the three R's" of rigor, relevance and relationships with the four C's of critical-thinking and problem-solving, communication, collaboration, and creativity and innovation), our students are provided the tools and resources necessary to successfully compete and adapt in our ever-changing world.

Strategic Plan: (SA2)

Teaching and Learning (SA2a)

Beginning in 2010, The Illinois State Board of Education began adopting new learning standards in all content areas. Since this time the North Palos District 117 teaching staff has worked to review and update all curriculum to be in line with ISBE's recommendations.

District 117 follows a systematic process for reviewing all instruction to ensure a guaranteed and viable curriculum is in place at all schools across grade levels and content areas. This development process spans multiple years and follows the process outlined below:

Research Best Practices → Create a Vision → Develop → Implement with Ongoing Support

With this work spanning multiple years, each content area and grade level band are at different stages of development. Below, that work is outlined for the 2018-2019 school year.

Research Best Practices

- Fine Arts: Illinois approved five sets of standards for *Dance, Media Arts, Music, Theater,* and *Visual Arts*. The district fine arts teachers will research best practices and the shifts in the new learning standards.
- Library/Media: A committee consisting of administrators and the Library Media Specialists are working to answer the question, what does a Future Ready Library Program look like?
- Elementary Social Studies: A committee of teachers are working to learn more about the shifts of the C3 standards and inquiry based instruction.

Create a Vision

- Grades 3-5 Typing Instruction: A committee of teachers will work to use the best practice research to develop a clear vision for developing typing skills of intermediate grade students.

Developing

- Grades 6-8 Honors ELA: Current units are being updated to include inquiry and research opportunities.
- Grades 6-8 Social Studies: New units of study that reflect the shifts in C3 are being developed and piloted.
- Elementary Science: Teachers will focus on improving the curriculum, assessments and instruction of two Science and Engineering Practices resulting in more meaningful science experiences.
- Elementary Math: The math committee is currently writing a curriculum that includes the essential components to math education: number sense/fluency routines, core content, guided math instruction, modeling and reasoning opportunities, and common formative and summative assessment tasks. With each core component, professional development is being provided to all elementary math teachers to strengthen instructional practices.
- Elementary Word Study: A committee of elementary teachers are in the process of updating the curriculum to include a systematic and sequential approach to learning high frequency words, sight words, general academic words, and content vocabulary.
- Special Education Instructional ELA Units of Study: Instructional Special Education teachers are working to modify the District 117 ELA units of study to balance grade level rigor and the learning needs this population.

Implement with Ongoing Support

With each content area outlined below clear goals, curriculum, and/or assessment are in place:.

- K-8 ELA

- 6-8 Math
- Honors and Fast Track Math
- 6-8 Science
- PLTW Discovery Courses
- Spanish

Teachers continue to receive ongoing support through PLCs, collaboration days. Each year, data and results drive further support and professional development. We use four critical questions to drive further professional learning for our staff:

1. What do we want all students to learn?
2. How will we know they have learned it?
3. How will we respond when some students have not learned as expected?
4. How will we respond when some students have already mastered the intended learning target?

Professional development continues to be planned around the needs of our staff and from student learning data.

Instructional Technology Integration

In 2014, North Palos District 117 began moving to a 1:1 learning environment at Conrady Junior High. In 2018, all students in grades 3-8 have a 1:1 device, and students in grades K-2 are in a 2:1 learning environment. Technology Instruction Coordinators work in the buildings to support the seamless integration of technology into instruction and curriculum development.

District 117's Technology Plan has identified seven goals that define technology integration in classrooms.

These goals are:

1. Creatively Communicate Learning: Use a variety of multimedia tools to express ideas and learning in new ways
2. Seize Opportunities for a Real World Audience: Publishing work outside the classroom to get feedback from others
3. Collaborate at a Global and Local Level: Connect with the community, educators or classrooms outside the school
4. Empower Learning in New Ways: Use technology to significantly change the learning experience
5. Evaluate Digital Resources: Demonstrate digital and media literacy through finding resources and evaluating their credibility. Engaging in critical thinking and analysis of online resources
6. Demonstrate Digital Citizenship: Engaging in positive and safe behavior when using technology
7. Monitor Student Learning: Capture student learning, provide timely feedback, and offer opportunities for students to engage in self-assessment and reflection

Each school year, the building level team selects 1-2 integration goals to provide focused professional development for staff.

- The Technology Department will review the district's data networks and internet connections to ensure that these systems are meeting the needs of teachers, students, and staff. Through the E-Rate process, appropriate upgrades will be determined and coordinated to proactively maintain the networking needs of the district.
- The Technology and Curriculum departments will evaluate the viability of using a Chromebook as an instructional tool for teachers. A pilot group of teachers will use this device as a classroom device, in lieu of a windows laptop, in order to gain feedback on its ability to accomplish our district goals in the classroom. This information will be used to help with decision-making regarding teacher devices in the future.

Facilities and Operations (SA2b)

- The Buildings and Grounds and Finance Committees meet throughout the school year to address both the short-and long-term needs of each building. District-wide long-range facilities plan has been developed with input from a variety of stakeholders. A recommended scope of work for the next 5 fiscal years has been identified. The recommended scope of work for 2019 and 2020 has been approved by the Board of Education. The recommended scope of work for FY 21-23 will be re-assessed to account for possible changes in priorities and needs. The district-wide facilities plan is used for short-and long-term needs at all district buildings. Some of the major components of the facilities plan are building envelope systems (exterior walls, windows, doors, and roofs), HVAC systems, plumbing, flooring, furniture, and electrical/technology systems.
- The following will be addressed in FY19.
 - The Conrady gymnasiums will undergo renovations which will include:
 - New HVAC equipment which will provide air conditioning.
 - New audio system which will provide sound for multiple purposes (instruction, sporting events, assemblies, theatrical performances, etc.).
 - New bleachers that are ADA compliant.
 - A cleaner/fresher look will be achieved by removing obsolete items and rerouting conduit to outside the gymnasium.
 - Repairs will be made to the HVAC system serving the library and adjacent classrooms.
 - The wall pocket tables used for lunches at Sorrick, Dorn, and Glen Oaks will be replaced.
 - Flooring with ACM at Oak Ridge will be replaced which requires abatement. Approximately half the flooring with ACM will be abated and replaced.
- The following will be addressed in FY20.
 - Abatement and replacement of the remaining ACM flooring at Oak Ridge.

- Replacement of the asphalt bus lot. A full-depth replacement of the asphalt will be performed.
 - The underground fuel tank will likely be replaced in conjunction with the the bus lot replacement.
- During fiscal year 2018, a Financial and Human Resources Selection Team, made up of Business Department and Superintendent's Office staff, developed and issued a request for proposals to replace the existing legacy software system. After review of proposals, product demonstrations and other vetting processes, the Board approved the team's replacement software recommendation. The system is expected go live with core human resources, payroll and accounts payable processes on July 1, 2019. Additional functionality will be added in future years. Long-term, the Administration expects the new system to increase efficiency and value. For example, any new system shall include electronic workflow and increased compatibility with other information systems.
- The Business Department will review the viability of the National School Lunch Community Eligibility Provision.

Assessment Plan for Strategic Priority Two (SA2):

- Percentage of students meeting/exceeding expectations and meeting growth goals as measured by the PARCC reading and math assessments with comparative data from state and area districts.
- Staff feedback after professional development sessions
- Staff surveys
- Title I parent survey
- 5 Essentials