

**WOODLAND  
Public Schools**

*Where Community & Learning Connect*



**2009-2013  
Woodland Public Schools  
Work Plan**

**DRAFT**

**1** The FIRST priority of our school system will be student learning. To this end it is our goal that every student will be taught by skilled, high-quality teachers who provide effective and high quality instruction, and who are equipped with necessary tools and training.

GOALS:

1.1 Effective Hiring Practices

Action to Reach Goal	Lead	Resources	Timeline	Cost
Hiring Administrators will establish clear requirements and standards.	Michael	All Hiring Administrators and managers	Ongoing	
Hiring of certificated staff will include input on hiring teams from parents and/or community members	Michael	All Hiring Administrators	Ongoing	
Hiring Administrators will proactively recruit for positions with limited applicant pools	Michael	Principals and Program Administrators	Ongoing	Varied, depending on travel needs, etc.
New employees will be carefully monitored and evaluated during their probationary/provisional employment period	Michael	All Administrators and Managers	Ongoing	

How do we measure results? 1) Monitoring and review of job postings. 2) Ongoing review of hiring processes. 3) Reduction in number of employees serving under agency contract. 4) Increase in number of teachers teaching within their area of education and expertise. 5) Review of evaluations of probationary and provisional employees.

## 1.2 Effective Professional development, including expansion of support for National Board Certification of Teachers

Action to Reach Goal	Lead	Resources	Timeline	Cost
Develop team understanding of National Staff Development Council (NSDC) Standards for professional development	Craig/ Michael	Principals Program Administrator, Literacy Specialists, ESD Specialists.	2009-2013	\$3000-\$4000 for NSDC Standards Book, external facilitation, and attendance at NSDC Summer conference (Seattle)
Promotion of Opportunities for NSPTS Board Certification	Craig/Michael	Current WPS NBPTS Teachers	2009-2013	Limited: Continued release-time support for teachers engaged in the process of certification

How do we measure results? 1) Anecdotal documentation of improvements to professional development practices across the district. 2) Targeted improvement of teacher classroom performance.

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## 1.3 Effective Evaluation, Mentorship, and other practices to assist employees.

Action to Reach Goal	Lead	Resources	Timeline	Cost
Principals will provide teachers feedback that clearly identifies and supports quality teaching.	Michael	Principals	2009-Ongoing	
Develop a performance rubric for professionalism for teachers evaluation scale	John Shoup	Contract Defined Team	2009-2010	Possible release time for Teachers \$300- \$900

Teachers who's performance is deemed in need of improvement by principals will be supported through improvement and evaluated on an ongoing basis with the ultimate goal of improving student learning	Principals		2009-Ongoing	Varies by needed remediation and support of teachers who are below standard.
Ongoing coaching and supervision of evaluation processes will occur with all principals	Michael/Craig	Principals	2009-ongoing	

How do we measure results? 1) Evaluations will be reviewed on an ongoing basis and the quality of evaluations will be noted as a part of principal evaluation. 2) Other activities will be documented on a case-by-case basis.

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#### 1.4 Ongoing evaluation of curriculum and technology tools.

Action to Reach Goal	Lead	Resources	Timeline	Cost
Review of Mathematics Standards, Materials, Results, etc.	Craig/Michael	Washington State Leadership Academy	2009-2011	\$1500 (WSLA) \$10K-\$15K for release time, travel, etc.
Review/Develop formative and summative assessments in mathematics that will guide instruction.	Craig/ Ed. Leadership Team	Mathematics teachers K-12	2009-2011	
Develop a plan for continuous improvement of Mathematics learning.	Craig/Ed Leadership Team	WSLA, Mathematics Teachers K-12	2009-2011	
Ensure ongoing review of other curricular areas to ensure curriculum and instruction is current.	Craig	Principals, Teachers	2009-2011	\$12,000-\$30,000

Development of "District Improvement Plan" focused on areas where district has failed to meet Adequate Yearly Progress (AYP) under NCLB.	Craig	Ed. Leadership Team, Teachers	2009-2010	\$5000-\$10,000 (partially grant funded)
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How do we measure results? 1) Mathematics performance, as measured by the Measures of Student Progress and High School Performance Exam (MSP/HSPE are successors of the WASL). 2) Annual report to the board.

**2** A Quality Learning Environment is important to effective learning. In order to provide a quality learning environment :

**GOALS:**

2.1 School and District Buildings will be maintained in a high standard of cleanliness, safety, and order.

Action to Reach Goal	Lead	Resources	Timeline	Cost
Ongoing monitoring by building principals with feedback to custodians and Director of Maintenance on the quality of cleaning and general appearance of school buildings	Craig	Principals, Bill Hanson	2009-Ongoing	

How do we measure results? 1) Ongoing review of facilities.

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2.2 Ongoing and timely preventative maintenance will be performed

Action to Reach Goal	Lead	Resources	Timeline	Cost
Ongoing monitoring of preventative maintenance of physical plant.	Bill Hanson/ Craig Downs	Custodial, maintenance, grounds staff	2009-Ongoing	

How do we measure results? 1) Ongoing review of facilities.

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### 2.3 Replacement of Woodland High School will be a priority

Action to Reach Goal	Lead	Resources	Timeline	Cost
Complete full review of HS location options including development of wetlands mitigation plan, traffic analysis, etc.	Michael	CSG-Doug Nichols, other specialists	2009-2010	\$15K-40K
Gather community feedback on HS Location options considering both the Dike Road location and the Current campus.	Michael	CSG Doug Nichols, ESD Communications Group (Lori Williams)	2009-2010	

How do we measure results? 1) Recommendations to board by July 2010

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### 2.4 Planning for growth will be a proactive process, taking into consideration impacts of potential growth from changes in the economic, housing, and business environment of Woodland and surrounding communities

Action to Reach Goal	Lead	Resources	Timeline	Cost
Completion of revision to Capital facilities plan which supports impact fees under GMA	Michael	Legal council	May 2010	\$3000

How do we measure results? 1) Completion

**3** Our schools will provide opportunities for students to be exposed to and acquire twenty-first century career options and work skills. The District

will explore opportunities to enhance career and technical education of students:

**GOALS:**

3.1 Effective partnerships with Community Colleges, business, industry, the Clark County Skills Center, and professional organizations and individuals.

<b>Action to Reach Goal</b>	<b>Lead</b>	<b>Resources</b>	<b>Timeline</b>	<b>Cost</b>
Continued development of CTE articulation agreements with LCC	Craig	CTE teachers	2009-Ongoing	
Ongoing communication of CTE options to students including Sills Center	John Shoup/ Dan Uhlenkott	HS Counseling Staff	2009-Ongoing	
Ongoing contact with business and industrial leadership in Woodland Community	Michael/Craig	CTE Staff	2009-Ongoing	
Implementation of "Career Fair" at WHS	Craig	Heidi Morgan, Rotary Club Volunteers	2010, annual thereafter	

How do we measure results? 1) Increased engagement and opportunity for engagement with the Career and technical training opportunities existing within the region.

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3.2 Adjustment or enhancement of career and technical education offerings in our secondary schools

<b>Action to Reach Goal</b>	<b>Lead</b>	<b>Resources</b>	<b>Timeline</b>	<b>Cost</b>
Expansion of CTE offerings to expose WMS students to opportunities available to them.	Craig/ Principals	CTE Staff	2009-Ongoing	
Ongoing review of CTE Offerings. Evaluating	Craig	CTE Staff,	2009-Ongoing	



relevancy, application to workplace opportunities, etc.		Advisory Communities		
Ongoing development and refinement of CTE course equivalencies	Craig	CTE Staff, Content area staff	2009-Ongoing	

How do we measure results? 1) Annual Report to board.

**4** Effective, two-way communication with our entire community is essential to maintaining and building trusting relationships with the community. Improving communication through the implementation of methods of communication will be employed as part of a district-wide communication plan:

GOALS:

4.1 Increase use of electronic media

Action to Reach Goal	Lead	Resources	Timeline	Cost
Improve and maintain District website	Michael	Tegan/Steve Rippl	2009-Ongoing	
Increase use of parent email for communication	Michael	Steve Rippl, Principals	2009-Ongoing	
Continue and increase use of School Messenger system (Robo-calling) for both emergency and informational contacts to families	Michael	Tegan	2009-Ongoing	

How do we measure results? 1) Track usage of various media and review on an ongoing basis the use of technologies for communication

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4.2 Public meetings focused on interactive engagement.

Action to Reach Goal	Lead	Resources	Timeline	Cost
Utilize technology in public meetings to gather feedback from the community on important issues: School Levy, Budget Reduction Options, New WHS location options	Michael	ESD 112 Communications Specialists	2009-Ongoing	

How do we measure results? Annual Report

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4.3 Focus groups that target various demographic groups within the community.

Action to Reach Goal	Lead	Resources	Timeline	Cost
Identify and gather "Charette" feedback on HS Location options from focus groups	Michael	ESD 112 Communications Specialists	2009-2010	

How do we measure results? Annual Report

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4.4 Additional targeted strategies to reach community members without children in the public school system will be employed.

Action to Reach Goal	Lead	Resources	Timeline	Cost
Utilizing print media: The Reflector, The Daily News, and The Lewis River Review communicate effectively with the larger community.	Michael	Editors/ Reporters of various media	2009 and ongoing	
Utilizing general mailings to community to notify of important opportunities for input and public meetings	Michael	ESD 112	2009 and ongoing	\$900-1000 per mailing.

How do we measure results? 1) Annual Report

**5** The District will remain fiscally healthy through prudent and conservative fiscal management. Indicators of such management will be:

GOALS:

5.1 Maintenance of a modest, yet healthy fund balance in the General Fund (4%-6%)

5.2 Operating with a balanced budget (revenues, (without inter-fund transfers) equaling expenditures)

Action to Reach Goal	Lead	Resources	Timeline	Cost
Develop and manage a process to make recommendations for appropriate budget adjustments in anticipation of revenue increases/decreases for the current and coming year(s)	Stacy, Michael	Administrative Team, Community Advisory Team	Spring 2010	
Negotiate Collective Bargaining agreements that do not contain significant non-mandated "bow-wave" impacts that are not associated with anticipated revenue increases.	Michael Green	Buzz Porter	2010 and Ongoing	
On a monthly basis monitor enrollment, spending, and revenue and make appropriate adjustments to maintain fund balance and balanced budget	Stacy, Michael		Ongoing	

How do we measure results? 1) Monthly Financial Status Reports, annual budgeting (F-195), Annual Financial Statements (F-196)

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### 5.3 Identifying and implementing efficiencies in purchasing, contracting, and operations

Action to Reach Goal	Lead	Resources	Timeline	Cost
Identify specific areas of expenditure and seek to identify lower cost sources. e.g. roll paper products, food, custodial supplies, office supplies	Stacy	Stephanie	Ongoing	
Identify specific areas where long-term savings can be realized through new technology. e.g. lighting, telecommunications, computer technology.	Stacy, Bill Hanson, Steve Rippl		Ongoing	

How do we measure results? 1) Annual Report