



Strategic Improvement Plan
for
Santa Rosa County District Schools
August 2017

Tim Wyrosdick, Superintendent of Schools

Mission

Educating students for success by providing a superior, relevant education.

Vision

Our students will be productive, successful contributors to society.

Our Focus

“We are educators acting as servant leaders who demand excellence and focus our efforts on students.”



Strategic Objective	Strategic Activity	Responsible Department	Evidence	Reporting Timeline
<p>1. Manage fiscal practices to maintain a financial condition ratio above 7%.</p>	<p>1a. Review current costs to evaluate cost saving opportunities in staffing plan 1b. Manage resources to the classroom effectively: a) Review, revise, and manage all projects to accurately reflect our current fund balance and financial condition ratio b) Review payroll budget amendments, revenues, and expenditures</p>	<p>Finance/Human Resources Superintendent/Finance Finance</p>	<p>Board meeting data Discuss at Board meetings Discuss at Board meetings</p>	<p>June June June</p>
<p>2. Continue to strengthen security over data in employee portal and District sites.</p>	<p>2. Data processing will implement new software and make program changes that strengthen security over data.</p>	<p>Data Processing</p>	<p>Additional verification required when employees log in to sites.</p>	<p>During the year</p>
<p>3. Continue to reduce amount of fold-back at year-end to General Fund.</p>	<p>3. Review/Evaluate projects during the year.</p>	<p>Finance/Superintendent/D epartments</p>	<p>Year-end balances of projects.</p>	<p>June</p>



Strategic Objective	Strategic Activity	Responsible Department	Evidence	Reporting Timeline
1. Refine teacher recruitment efforts through the collection of data based on feedback from administrators and evaluation data of PCB hires. 2. Increase teacher retention from 77% to 80%.	1. Continue working with teacher recruitment committee to develop plans for future recruitment events based on data and feedback. 2. Develop a Teacher Induction Program Leader team that is trained in the art of mentoring with specific goals designed to be in compliance with HB 7069 by the 2018 school year.	Director of Human Resources Assistant Superintendent Human Resources Professional Development Department	Communication memorandums/minutes/calendar dates Approved Teacher Induction/Mentor Program	May
3. Increase efficiency of HR staff, provide better customer interface for applicants and site based administrators in hiring and onboarding, provide avenues for more effective use of employee time and reduce down time during staff absences.	3a. Refine and merge new electronic records (PeopleAdmin/TalentEd) with paperless archiving system (YellowFolder) processes. 3b. Complete implementation of PeopleAdmin products with TalentEd Recruit & Hire replacing SchoolStream. 3c. Introduce existing employees to the TalentEd records system using the contract tool. 3d. Create parallel certification teams in the HR office which allows for coverage in all areas if any staff member is absent	Human Resources Department	Process documentation and examples of electronic documents Inservice session for site based users and demonstrations Electronic distribution, signing and filing of contracts for 17-18 Human Resources Organization Chart	May
4. Continue Leadership Development for Administrators and Managers.	4a. Revise School Principal Preparation Program increasing the rigor and scope. 4b. Provide regular inservice/training on elements of the FPLS (Leadership Standards).	Human Resources Department Professional Development Department	Approved (DOE & SRC SB) SP3 Program Inservice/training rosters.	May
5. Equip employees to be managers of their own health and wellness.	5. Implement new systems of communication and services that bring information to employees in useful ways and to support their needs.	Risk Management	Memos/ Communication of information distributed to employees	May



Strategic Objective	Strategic Activity	Responsible Department	Evidence	Reporting Timeline
1. Adjust curriculum and instruction through staff training to close the gap between Santa Rosa County Schools and the top performing district in the state in all state assessments.	1a. Analyze state assessment data to determine focus areas for each assessment. 1b. Develop and implement a plan to train teachers on the Florida Standards and specifically those reporting categories where improvement is desired.	Assistant Superintendent, Instructional Division Director of Continuous Improvement Grade Level Directors	Annual list of identified focus areas. Copy of training plan	Annually/December
2. Increase district performance on state assessments in order to maintain a district grade of A.	2a. Analyze state assessment data to determine improvement goals for each assessment. 2b. Adjust curriculum and instructional design to foster improvement.	Assistant Superintendent, Instructional Division Director of Continuous Improvement Grade Level Directors Curriculum Coordinators	A list of improvement goals Agenda showing the presentation of the goals to school administrators	Annually/August
3. Increase the number of A schools and decrease the number of C schools. No school grades of D or F.	3. Ensure School Improvement Plans are written to address improving performance of state assessments. 3b. Review progress monitoring reports two times before the state assessments are administered.	Assistant Superintendent, Instructional Division Director of Continuous Improvement Grade Level Directors Curriculum Coordinators	Training logs for SIP training Progress monitoring reports with review date posted	Annually/November and February
4. Investigate options to return to a 7 credit schedule for middle and high schools and add instructional time to elementary schools.	4. Form a task force made up of all stakeholders to research and discuss various options for adding courses and/or instructional time to our schools schedules. This task force will make a recommendation to the school board.	Superintendent	List of committee members Agendas for each committee meeting Board Agenda showing recommendation	February 2018



Strategic Objective	Strategic Activity	Responsible Department	Evidence	Reporting Timeline
1. Continue to focus on performing energy upgrades to school/facilities throughout the district.	1. Work with engineers and architects in developing cost effective strategies that will increase the efficiency of our facilities.	Assistant Superintendent for Administrative Services	Energy consumption data Parent/Student/Site surveys.	September/Annually
2. Increase focus on safety, decreasing number of preventable accidents.	2a. Safety officers will continue to provide driver training. 2b. Conduct monthly driver safety meetings. 2c. Offer driver safety incentives.	Transportation Director Contractor Manager Safety Officers	Monthly inspection reports Quarterly Board presentations Stakeholder surveys	Monthly/Quarterly
3. Focus on becoming fully staffed, well stocked, and provide staff with up-to-date cleaning equipment.	3a. Increase advertisement using signage, newspaper, and radio. 3b. Increase capital budget.	Custodial Service Provider Contract Manager	Parent/student surveys Support card report Quarterly report to Board	Quarterly/Annually/May
4. Implement innovative and additional meal opportunities in food service.	4a. Offer dinner-meals for eligible sites. 4b. Offer meals for athletic groups or after-school activities.	Food Service Provider Cafeteria Managers School/Building Leaders	Stakeholder surveys Annual expectations meeting Quarterly Board reports	Quarterly Annually
5. Complete a new 5-year facility survey to include 1-2 new schools.	5. Open survey in first quarter of of fiscal year and begin survey development.	Assistant Superintendent for Administrative Services	Board/DOE approved survey by June 30, 2017.	Annually
6. Expand current growth management tool.	6a. Continue working with Building Livable Communities, Inc. 6b. Contract with DRMP Engineering to create a user-friendly GIS mapping tool, while also determining costs associated with increased student transportation needs caused by school rezoning.	Assistant Superintendent for Administrative Services	Data reports generated from the developed program Changes reflected within the District Work Plan and 5-Year Facility Survey	Annually