

**VOORHEESVILLE CENTRAL SCHOOLS  
GOALS**

**BOARD OF EDUCATION MEMBERSHIP  
2008-2009**

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## **INTRODUCTION**

The following are goals constructed from feedback from Board of Education members, as well as from the Board of Education retreat held on September 20. In addition, the goals set for 2005-2006 and 2007-2008 were reviewed. While it is understood that the Board has oversight responsibility for all district goals and objectives, there are specific goals identified by the Board to be addressed by the Board. Input was received from the BOE at the December 8, 2008 meeting. Other goals listed will be the responsibility of the Superintendent, Assistant Superintendent for Business, Administrators, Department Chairs, and teachers. The goals should serve as a roadmap for not only the 2008-2009 school year but for the next two-three years. The fiscal status of the District will guide the Board and Administration as to the extent of embarking on the goals

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I. BOARD OF EDUCATION GOALS	TIMELINE		MEASURE	WAS THE GOAL MET?	
	BEGINNING DATE	ENDING DATE		Y	N
• Hire a new Superintendent	9/01/08	Apr/May 2009	Was a Superintendent hired?		
• Hire a new Elementary Principal	9/01/08	Apr/May 2009	Was an Elementary Principal hired?		
• Develop a 2-3 year plan to support continuous improvement of what is taught and how it is taught based on data.	9/01/08	Ongoing	Was a 2-3 year plan developed?  Was training on data interpretation initiated at the high school, middle school, and elementary school?		
• Improve communication with all stakeholders Conduct Communications Workshop – 12/17/08	9/01/08	Ongoing	Were Ideas from workshop implemented?		
• Investigate options for paperless BOE meetings	12/08	06/30/09	Were options investigated?		
• Examine all aspects of the school district in order to achieve significant savings/reductions to cope with significant loss of revenue in 2009-2010	12/9/08	05/09	Have potential reductions of \$1,000,000 been identified?		
• Present a budget to the community for the 2009-2010 school year that balances the needs of the students with the ability of the community to support those needs.	12/9/08	May 2009	Was budget approved?		

II. SUPERINTENDENT OF SCHOOL GOALS	TIMELINE		MEASURE	WAS THE GOAL MET?	
	BEGINNING DATE	ENDING DATE		Y	N
• Develop a plan and process to support continuous improvement based on data on what is taught and how it is taught	12/10/08	Ongoing 6/09	Was plan developed?		
• Develop Guidance Plan - Identify roles and responsibilities of staff - Develop Guidance Plan	12/2/08	06/09	Was the plan completed? Were roles identified? Was there an increase in student counseling sessions?		
• Collaborate with Leadership at VTA, UEV, and Administrative levels to write a staff development plan to address: - Balanced literacy - Use of data to improve instruction - Train teachers to deliver differentiated instruction - Training for Administrative and UEV members	01/08	Ongoing	Was the Professional Development Plan written to address: - Balanced literacy? - Use of data to improve instruction? - Train teachers to deliver differentiated instruction? - Training for Administrative and UEV members?		
• Work with Director of Technology to update technology plan	01/09	06/09	Was the technology plan updated?		
• Working with Principals and other Cabinet members to begin to develop goals for all grade levels and departments for 2009-2010	02/09	07/09	Were goals for all grade levels and departments developed?		
• Ensure alignment of elementary school and department chair goals with District goals	02/09	07/09	Were building and classroom goals aligned with District goals?		
• Organize staff development for teachers / students to extend current instructional practices and procedures. Address area of differentiated instruction based upon data.	01/09	06/09	Was a staff development plan organized?		
• Work with BOE to begin a succession plan for superintendent, elementary principal and middle school principal	01/09	04/09	Was a plan developed?		

III. * CABINET / ADMINISTRATIVE GOALS	TIMELINE		MEASURE	WAS THE GOAL MET?	
	BEGINNING DATE	ENDING DATE		Y	N
• Train all members of Cabinet* in the use of data for decision-making.	01/09	06/09	Were the Cabinet members trained?		
• Using data, identify student achievement / set benchmarks for raising the achievement	01/09	06/09	Were benchmarks set and standards raised?		
• Develop a process for selecting and improving the best candidates for all positions using members of Central offices to insure the process is developed and implemented.	02/09	06/09	Was the process developed?		
• Investigate the possibility of increasing interdisciplinary collaborative and project-based programs, online courses, and program and course offerings for the 21 <sup>st</sup> century, i.e. new foreign language offerings, nanotech courses, etc.	01/09	06/09	Was the investigation completed?		
• Develop a plan and process to support continuous improvement in what and how we teach. Train all staff in the interpretation of data Train all staff in the use of NYStart. Increase achievement by 10% on all standardized tests.	01/09	Ongoing	Was the plan completed?  Was staff trained in the interpretation of data? Was staff trained in the use of NYStart? Was achievement increase by 10?		
• Develop goals and objectives for 2009-2010 Areas to consider in 2009-2010 to include: ▪ Buildings & grounds (Transportation facilities) ▪ Transportation	03/09	09/09	Were goals and objectives developed?		

\* *Cabinet members include:*

Superintendent  
Assistant Supt. for Business  
MSHS Principal  
ES Principal  
Direct of Special Ed.  
Dean of Students

District Technology Coordinator  
Director of Athletics/Aquatics  
MS Associate Principal  
HS Associate Principal  
Supervisor of Transportation, Buildings & Grounds

WAS THE GOAL MET?

TIMELINE

IV. ASSISTANT SUPERINTENDENT FOR BUSINESS GOALS

		BEGINNING DATE	ENDING DATE	MEASURE	Y	N
•	Hire an accounting firm for the 2008-2009 audit Complete RFP Review bids with Audit Committee	01/09	03/09	Was a firm hired?		
•	Meet the new IRS regulations for 403(b) plans District plan document in place by 01/01/09 Make all employees fully aware of 403(b) options	07/08	02/09	Did the district meet the new IRS regulations?		
•	Improve delivery and cost of a nutritiously sound school lunch program. Hire a consultant Present consultant's report to BOE BOE adopts appropriate recommendation Student participation grows by 5% (adjusted for enrollment)	10/08	06/09	Was the delivery and cost of the school lunch program improved?		
•	Develop an employee handbook for new hires	01/09	06/09	Was the handbook completed?		
•	Facilities Committee creates plan to address District needs for the next 3-5 years	01/09	Ongoing	Charter completed? RESCUE regulations met? Were the goals for the next 3-5 years developed?		
•	Provide comprehensive training for 3 new Business Office employees; staff development for all Business Office employees All new employees are able to function with a minimum of supervision	07/08	06/09	Was training provided?		
•	Standardize hiring practices in order to select the best candidate; identify HR functions for the Business Office	12/08	06/09	Were practices standardized?		
•	Realign duties in the Business Office to help staff be more efficient Cross-train staff	10/08	11/08	Was realignment completed and staff cross-trained?		
•	Develop 3-year revenue projections	01/09	04/09	Were projections completed?		
•	Examine all budget line items to achieve significant savings	10/08	04/09	Were all areas examined?		
•	Examine each budget reduction for fiscal value while limiting impact on student achievement			Has student achievement been compromised?		

**V. BOARD OF EDUCATION COMMITTEES - MISSION STATEMENTS**

**AUDIT COMMITTEE**

•	To ensure that audit findings and other accountability issues receive adequate oversight as outlined in the Audit Committee Charter	
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**PLANNING & GOVERNANCE COMMITTEE**

•	Review issues facing the district and provide the Superintendent with Board input	
•	Assist Superintendent in setting Board of Education meeting agenda	
•	Planning and review of new policies to be voted on by the full Board	
•	Implement appropriate recommendations from Communications Workshop	

**CURRICULUM COMMITTEE**

•	Develop coherent and broadened vision for literacy curriculum at the elementary and middle levels	
•	Review goals submitted by each grade level and each K-12 subject area	
•	Review course offerings	
•	Assist in prioritizing goals, allocating resources, and setting timelines	
•	Support staff as they use analyses of test results to improve instruction (Data-driven decision making)	
•	Review the draft Mission Statement of the Curriculum Committee	
•	Review the draft Curriculum Development Plan provided by the Curriculum Coordinator	
•	Review the draft Professional Development Curriculum/Timeline	

**FACILITIES COMMITTEE**

•	Develop a five-year facilities plan (Follow RESCUE Regulations)	
•	Develop a charter	
•	Review bus garage facilities	

**EVALUATION COMMITTEE**

•	Complete review of APPR procedure/timeline	
•	Review all employee evaluation systems based on written job descriptions	

**BOARD OF EDUCATION MEMBERS WILL REVIEW WITH THEIR RESPECTIVE COMMITTEES AND DEVELOP GOALS FOR THEIR COMMITTEES**

VI. ADDITIONAL GOALS	TIMELINE		MEASURE	WAS THE GOAL MET?	
	BEGINNING DATE	ENDING DATE		Y	N

**ELEMENTARY SCHOOL – ELEMENTARY PRINCIPAL / CURRICULUM COORDINATOR / SUPERINTENDENT**

<ul style="list-style-type: none"> <li>▪ Identify a literacy framework for instruction</li> <li>▪ Create a Professional Development Plan to support literacy</li> <li>▪ Implement the Professional Development Plan</li> </ul>	2/09	6/09	Is the literacy plan articulated?		
	2/09	6/09	Was the PDP created?		
	6/09	6/10	Has the PDP been implemented?		
<ul style="list-style-type: none"> <li>▪ Develop a plan to implement writing instruction K-5</li> </ul>	2/09	6/09	Has the plan been developed?		
<ul style="list-style-type: none"> <li>▪ Provide training for all teachers in the Fountas and Pinnell reading benchmark assessment.</li> </ul>	2/09	6/09	Have all elementary teachers been trained in Fountas and Pinnell reading benchmarks?		
<ul style="list-style-type: none"> <li>▪ Purchase Fountas and Pinnell materials for K-5 teachers.</li> </ul>	2/09	6/09	Are materials provided for each teacher?		
<ul style="list-style-type: none"> <li>▪ Provide training to support teachers in data analysis of Fountas and Pinnell assessments, state tests, student work samples, and running records to improve student achievement.</li> </ul>	2/09	Ongoing	Have all grade level, remedial reading, and special education teachers been trained and supported in data analysis for a range of assessments? (6/09)  Is analysis informing instructional practices?		
<ul style="list-style-type: none"> <li>▪ Supplement classroom libraries, browsing libraries, book room materials, and additional resources to align with literacy framework. (<i>Professional Development Books, read-alouds</i>)</li> </ul>	2/09	Ongoing	Have materials been purchased?  Do materials align with literacy framework?		

**MIDDLE SCHOOL**

<ul style="list-style-type: none"> <li>• Develop a transition plan for grades 5-6 (Subcommittee: Sheila Lobel) Superintendent / Designee</li> </ul>	2/09	6/09	Has a transition plan for grades 5 & 6 been developed by a subcommittee?		
<ul style="list-style-type: none"> <li>▪ Investigate approaches to scheduling “Home Base” for grade 6 by the Superintendent / Designee</li> </ul>	2/09	6/09	Have home base options been investigated?		
<ul style="list-style-type: none"> <li>▪ Develop a plan to implement writing instruction (Curriculum Coordinator: K. Conroy)</li> </ul>	2/09	6/09	Has the plan to implement writing been developed?		
<ul style="list-style-type: none"> <li>▪ Develop and implement a schedule to maximize instructional time during Regents exams for middle school (Superintendent)</li> </ul>	2/09	6/09	Has a schedule for maximizing instructional time been implemented?		

	<ul style="list-style-type: none"> <li>Educate staff to use student achievement data to make necessary curriculum, instructional, and course changes</li> </ul>	2/09	Ongoing	Are staff using data to make instructional, course, curriculum changes?		
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**HIGH SCHOOL – HIGH SCHOOL ADMINISTRATOR / DEPARTMENT CHAIRS**

	<ul style="list-style-type: none"> <li>Develop and implement a schedule to maximize instructional time during Regents exams for middle/high school</li> </ul>	2/09	6/09	Has a schedule for maximizing instructional time been implemented?		
	<ul style="list-style-type: none"> <li>Investigate interdisciplinary/inquiry based courses</li> </ul>	2/09		Has the investigation been conducted?		
	<ul style="list-style-type: none"> <li>Educate staff to use student achievement data to make necessary curriculum, instructional, and course changes to improve student achievement.</li> </ul>	2/09	Ongoing	Are staff using data to make curriculum, instructional, course changes?		

**SPECIAL EDUCATION – ROBIN JACOB**

	<u>Elementary School:</u>					
	<ul style="list-style-type: none"> <li>Decrease referrals to the Committee on Special Education through the use of the RTI and School-Based Intervention Team Model as compared to 2007-2008</li> </ul>	09/08	06/10	Have referrals decreased?		
	<u>Middle School:</u>					
	<ul style="list-style-type: none"> <li>Increase NYS Assessment scores for Students with Disabilities in grades 6-8 as compared to 2007-2008</li> </ul>	09/08	06/10	Have NYS assessment scores for grades 6-8 increased?		
	<u>High School:</u>					
	<ul style="list-style-type: none"> <li>Increase numbers of Students with Disabilities graduating with Regents Diplomas and/or enrolling in college</li> </ul>	09/08	06/10	Have students graduating with Regents Diplomas increased?		
	<ul style="list-style-type: none"> <li>Increase numbers of students declassified or services decreased compared to 2007-2008</li> </ul>	09/08	06/10	Has the number of declassified students or services decreased?		

**DISTRICT-WIDE (K-12) – ADMINISTRATORS / DEPARTMENT CHAIRS / CURRICULUM COORDINATOR  
TECHNOLOGY COORDINATOR**

	<ul style="list-style-type: none"> <li>AIS Plan: Update Academic Intervention Services for K-12 to provide for those who qualify for services and implement services (Building Principal)</li> </ul>	2/09	6/09	Has AIS plan been updated?		
	<ul style="list-style-type: none"> <li>Technology: Offer training to staff at all levels to integrate technology into classroom instructional practices.</li> </ul>	2/09	Ongoing	Has staff been trained to integrate technology?		