

Kenmore Town of Tonawanda Strategic Planning

Please bring: Strategic Planning Workbook

Team:	Core Team	Minutes Taker:	Robin
Date:	May 10, 2018	Facilitator(s):	Corliss
Time:	8:30-11:30	Location:	Ken-Ton Middle School Library

Item	Time/Who
<p>1. Welcome Back!</p> <ul style="list-style-type: none"> • Update/News 	<p>Steve/Robin 8:30-8:40</p>
<p>2. Finishing Our Plan!</p> <ul style="list-style-type: none"> • Parameters (Reference: Workbook) These are the “guiding principles” that are important as we implement and continue through change process. • About Ken-Ton (Reference: Example Hillsborough Plan (page 3). What facts would we like to include about Ken-Ton? <p><i>Feedback received by the Core Team on what additional information should be included.</i></p>	<p>8:40- 9:30 Corliss/ Core Team</p>
<p>3. Task Force Updates</p> <ul style="list-style-type: none"> • Each of the Task Forces has been updating Strategies and Action Plans and will do a “report out.” (Reference: Handout: WIP Comprehensive Strategic Plan) <i>Key Considerations: How will the planned Strategies and Action Plans support realizing our Strategic Intents? How does Task Force work align with our Vision and Mission? How will the district be different as a result of implementing this work?</i> <p><u>Reports:</u></p> <p><i>Technology Task Force facilitator Julianna Sciolino reviewed the team’s Strategic Intent, Strategic Priorities and an outline of the plan. She shared that it is realistic for the district to achieve 50% student 1-1 in five years but not 100%. Questions asked about what would it take to achieve 100% - huge undertaking for a district of our size as it is much larger than just purchasing the devices. It requires curriculum development for instructional integration, professional development of teachers and students and ongoing support as everyone becomes proficient. This is a very robust plan and will take years to implement. Provided the Core Team a suggested rollout of the plan across the 5 years.</i></p>	<p>9:30-10:45 Task Force Facilitators (Break mid-point through)</p>

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<p><u>Social Emotional Wellness Task Force</u> facilitator Michael Lewis reviewed the team’s Strategic Intent, Strategic Priorities and outline of the plan. He shared that current initiatives with Trauma Informed Educational Practices and Restorative Practices were included in the five-year plan. First year is continuing those initiatives and identifying the social emotional wellness needs of our students through surveys, etc. Question on how we will be assessing needs. Intent is to gather information from thousands of students, teachers, administrators and parents. Confidentiality is critical in this process. Community engagement is a priority. Question about being proactive in working with our students...prevention versus intervention. Question about accelerating the plan if a significant need is identified early. The plan will allow for student/family needs to be addressed immediately. School communities are diverse and this will be taken into consideration.</p> <p><u>Success for All Students Task Force</u> facilitator Heather Lyon reviewed the team’s Strategic Intent, Strategic Priorities and outline of their plan. She emphasized that the team addressed core instruction, academic intervention, and accelerated learning/programming. All three areas are of equal priority. Question about creating a “resource” tool box of effective instructional measures. Establishing a K-12 team to review and create opportunities for students who are ready for acceleration beyond the grade level core content.</p> <p>Dr. Lyon described the work that will happen after this Core Team meeting – that the various Task Force facilitators will meet to review their work and align the plans. It will be important to recognize what can be accomplished by our faculty and staff in year 1, year 2, year 3, etc. The District’s Strategic Plan must be focused and expecting too much could result in the plan being diluted.</p>	
<p>4. Communicating the Plan</p> <ul style="list-style-type: none"> • Press: Key Questions/Discussion How best to “roll out” and communicate our plan? (Let’s consider timing, stakeholder groups, mediums, media...) <p>The theme of the 2018-19 school year will be Ken-Ton Forward - the district’s Strategic Plan; use of the logo will be prominent; superintendent opening for school will emphasize KT Forward; webpage with a dedicated and comprehensive link; SchoolGram; tri-fold; press release; fact sheet; school and union newsletters, redo the poster with the new vision, mission, beliefs, etc.</p>	<p>10:45-11:20 Press/Core Team</p>

<p><i>Work with the Chamber of Commerce; Rotary, Kiwanis to distribute the brochure throughout the community; market to the greater community. Consider a decal of KT Forward for display throughout the schools/buildings. Should each school have a banner with the vision, mission, beliefs prominently posted?</i></p> <p><i>Question: How do we keep the document alive throughout the life of the plan? Not just the roll out</i></p> <ul style="list-style-type: none"> • Board Presentation: (Formats: PLC will submit: Completed Strategic Plan, Power Point for presentation, Public Document with Graphics) Who/how shall we share our work with the Board? <p><i>Initial presentation for BOE approval; have update presentations to the BOE/Community a couple times per school year.</i></p>	
<p>5. Closure</p> <ul style="list-style-type: none"> • Action Items/Next • Process Check (Please complete Exit Ticket: As we look forward to the completion of our work - I would like to say... <p><i>Appreciate the inclusion of all of the various community members, school personnel, parents and students. Optimistic that something will happen as a result of the plan. This was needed for Ken-Ton.</i></p>	<p>11:20-11:30 Corliss</p>