

# EXECUTIVE SUMMARY

## Strategic Planning Mid-Point Review

### Background of Strategic Planning and Board Goals

#### Strategic Planning Committee:

In February, 2006, Dr. Hugh Dwyer, Assistant Superintendent of Schools facilitated the Strategic Planning Committee through a goal setting process which produced a six-year strategic plan for the Warren County School District. The Strategic Planning Committee consisted of:

Ginny Barrett, Teacher	Jodi Bevevino, Child Advocate Attorney	Chris Cochran, Businessperson
Renee Cunningham, Parent	Dr. Mark Donick, Parent	Jim Evers, Principal
Kevin Freestone, Board Member	John Hamm, WCCC Student	Andilynne Holcomb, Student
Dr. Andrew Keverline, Health Services	Karen Landin, Parent	Richard Lyle, Board Member
Dr. Jack Martin, Board Member	Lori Minweaser, Teacher Aide	Rick Nowacki, Teacher WCEA
Judy Perrotti, Grandparent	Mark Phillips, Government	Amy Stimmell, Teacher
Joan Stitzinger, HiEd Council Director	Anna Tutmaher, Student	Jack Werner, Athletic Coordinator
Mark Werner, Student	John Zawacki, Business –Blair Corp.	Dr. John Sechriest, Assist. Facilitator

#### Deliverable Products:

Using a consensus building approach, the Strategic Planning Committee developed (a) Shared Values; (b) a Vision Statement, (c) a Mission Statement; and (d) 10 Goals. The committee, in addition, identified two of the ten goals, “Demonstrate Continuous Improvement,” and “Equal Access” as the two goals that were most important to the students, WCSD, and to the community.

Regarding the ten goals which were developed by the committee, specific “Action Plans” were created to achieve each of these Strategic Plan goals. Over forty pages of Action Plans were designed by the committee. These Action Plans consisted of five categories: (1) Action Step, (2) Assigned To, (3) Start Date, (4) Date Due, and (5) Date Completed. Each of the Action Plans was developed by the Strategic Planning Committee which invested a great deal of time in researching and analyzing:

1. The Warren County School District Strengths and Weaknesses
2. The External or Environmental Changes in the WCSD in terms of:

Economic Factors	Political Factors	Educational Factors	Demographic Factors
Social Factors	Technology Factors		
3. A Critique of the Warren County School District and Its Competitors
4. The WCSD Organization Chart

### **Warren County Area Vocational Technical School Strategic Plan:**

In addition to the District-wide Strategic Plan, the Career Center was required to develop a strategic plan. In August, 2006, nine Warren County citizens prepared the Warren County Area Vocational Technical School Strategic Plan. Like the February, 2006 Strategic Plan for the entire district, the Vocational Technical School Strategic Plan outlined a pathway for the WCAVTS over a six-year period. Members of the WCAVTS Strategic Planning Committee consisted of:

Darlene Albaugh, Teacher	Delores Berry, Principal	Deborah Bosko, Concerned Citizen
John Bonavita, Counselor	Tom Knapp, Board Member	Nancy Latimer, Special Education Co-op Coordinator
Marie Whipple, Great Lakes Inst.	Kris Whittaker, HiEd School to Work	Patrick Cronmiller, Facilitator

### **School District Board Goals**

In April of 2008, the Board of School Directors and the newly hired superintendent participated in a retreat to develop seven Board goals. These seven goals were:

- Goal #1: Board of School Directors engages an educational consultant to develop a district-wide 10-year master facilities plan focusing on 21<sup>st</sup> century programs for Board adoption by November, 2008 with implementation of the first phase to begin by January, 2009.
- Goal #2: The WCSD will by January 2009 approve an implementation plan and adopt a funding stream to increase the percentage of students having full-time access to and use of technology.
- Goal #3: The WCSD will by August 2009 develop, fund and implement (fully implemented by September 2010) a continuous improvement plan for academic excellence using multiple criteria to evaluate and improve individual student performance.
- Goal #4: The Board of School Directors will by September, 2008 develop and adopt a policy outline a process for long-term budget planning including annual review and reporting.
- Goal #5: By January 1, 2009, develop a plan to increase principal time in the classroom in order to model teaching and supervise teachers to insure that District and School Improvement Team goals are being met.
- Goal #6: By October 1, 2008, begin implementing a customer service philosophy within WCSD organization, utilizing customer satisfaction surveys, training, and communication with staff in order to have a more positive community perception.
- Goal #7: By January, 2009, develop a plan to provide a uniform middle level education in the present Warren County middle schools and to implement feasible aspects of the middle school education in the district's other facilities that contain sixth, seventh, or eighth grades as a part of the Master Facilities Plan, to plan for implementation of middle level education in all of the Warren County Schools.

## **Requirement to Submit a Mid-Point Review Report to the Pennsylvania Department of Education**

### **The Warren County School District is required to:**

1. Compile information on the progress/accomplishment of the first three years of the strategic plan.
2. Compile information on the needs that emerged since the plan was developed.
3. Present the new information to the strategic planning committee for review and evaluation.
4. Prepare revisions, additions, and deletions, if needed to the strategic plan.
5. Have revisions to the plan approved by the committee and school board.
6. Share the plan with the community.
7. Submit the plan and signature pages to the Pennsylvania Department of Education. (The two signature pages are also attached with the Executive Summary.)

### **Process used to perform the Mid-Point Review**

Members of the original Strategic Planning Committee met on August 6<sup>th</sup> and 20<sup>th</sup>, 2009 to comply with the PDE requirements. Minutes of those two meetings are appended to this executive summary. During the August 6<sup>th</sup> meeting, members present were provided a notebook of materials. A copy of the notebook will be hand delivered to the Board members on Friday, September 25<sup>th</sup>. The notebook contained the following materials:

1. Table of Contents
2. Introduction with background documents
3. Board Goals aligned with Strategic Plan (includes a PowerPoint presentation by Dr. Jack Martin)
4. February, 2006 Strategic Plan
5. Strategic Plan Status Chart
6. 10 PowerPoint Presentations of the ten Strategic Plans progress and status from February, 2006 to the present
7. Exhibits of Pertinent Documents

Annual Report	Test Improvement Manual
Long-Range Budget Plan	Senior Project Guidelines
School Improvement Team Manual	Joint School Improvement Team Meeting Minutes
Satisfaction Survey Results	Setting Goals High Publication
St. Bonaventure Program	Gifted Support Program

The Committee members reviewed the Strategic Plan Status Chart, which was developed by the central office directors and also listened to the PowerPoint presentations of each of the 10 Strategic Planning goals. These PowerPoint presentations provided the progress toward accomplishment of each of the ten goals. The committee members then made recommendations pertaining to each goal.

At the August 20<sup>th</sup> meeting the committee members present, voted unanimously to accept the recommendations and changes to the Strategic Plan. Their signed acceptance of the report is included in the yellow notebook section titled Strategic Plan Goals. Next, the central office directors typed in the information into the PDE website, which took several full days.

The completed reports consisting of seven (7) sections are attached to this Executive Summary. They are as follows:

1. Academic Standards and Assessment Report
2. Academic Standards and Assessment Midpoint Review
3. Educational Technology Report
4. Professional Education Report
5. Special Education Report
6. Student Services Report
7. Teacher Induction Report

The Board of School Directors is asked to approve the attached set of reports as the Midpoint Review, which will then be submitted to the Pennsylvania Department of Education. The approved reports will then be posted on the district website. Specifically, the following resolutions need to be approved by the Board of School Directors:

- That the Warren County Board of School Directors approves the Midpoint Review of the Strategic Plan.
- That the Warren County Board of School Directors approves the Educational Technology Plan.
- That the Warren County Board of School Directors approves the Professional Education Plan.

Submitted to the Board of School Directors on Thursday, September 24, 2009

Robert E. Terrill, Ed.D.



Superintendent of Schools

# ATTACHEMENT A: Signature Page

## Appendix C

### Professional Education Report Assurances

We affirm that this Professional Education Report for Warren County SD focuses on the learning needs of each staff member to ensure all staff members meet or exceed high academic standards in each of the core subject areas.

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Signature                      Professional Education Committee Chairperson                      Date

I affirm that this Professional Education Report provides staff learning that improves the learning of all students as outlined in the National Staff Development Council's Standards for Staff Learning.

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Signature                      Superintendent or Chief Administrative Officer                      Date

We affirm that this Professional Education Report has been developed in accordance with the laws, regulations and guidelines for the development, implementation and evaluation of the Professional Education Report as designated in Chapter 4 of the Regulations of the Pennsylvania State Board of Education.

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Signature                      President of the Board of School Directors                      Date

**STRATEGIC PLAN MID-POINT REVIEW  
REPORT AND SIGNATURE FORM**

The Board of School Directors of \_\_\_\_\_  
School District/AVTS:

\_\_\_\_ Accepts the report of the strategic planning committee and approves the attached revisions to the strategic plan.

\_\_\_\_ Accepts the report of the strategic planning committee that no changes are needed to the strategic plan at this time.

\_\_\_\_\_  
Signature, Board President Date

\_\_\_\_\_  
Signature, Chief School Administrator Date

\_\_\_\_\_  
Email address

Please submit this form and revisions of the strategic plan to the Division of Professional Education and Planning, 333 Market Street-8<sup>th</sup> Floor, Harrisburg, PA 17126-0333 by September 30 the third year of the plan.