2013-2014 Strategic Plan Update
EMPOWERING STUDENTS FOR SUCCESS

Strategic Plan Update

Mission

The Capistrano Unified School District with support from our community, prepares students to achieve academic and personal success while becoming responsible citizens and lifelong learners.

Vision

Educated, responsible, and confident citizens succeeding in a global society.

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Strategic Planning Process

Input (Stakeholders)

Development (Goals)

Implementation

Evaluation

Timeline

- Initial Adoption – June 2010
- Planning for Update – October-November 2012
- Focus Groups – January-March 2013
- First Draft and Initial Revisions – April-May 2013
- Trustee Input – June 2013
- First Reading – July 2013
- Board Adoption – July 2013
- Implementation – August 2013-June 2014
- Strategic Plan Report – January 2014

5 Pillars

- Pillar 1: Community Relations

- Pillar 2: Safe and Healthy Schools

- Pillar 3: Academic Achievement & Enrichment

- Pillar 4: Character Development

- Pillar 5: Effective Operations

Pillar 1: Community Relations

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Strategy 1.1: Strengthen collaborative community partnerships

2013-14 Objectives:

1.1.1. Expand parent involvement and education opportunities, including strategies for reaching underrepresented parent groups, including education on:

- UC/CSU a-g requirements
- College applications and admissions
- District budgets and operations

1.1.2. Identify and implement best practices for effective use of volunteers, including formal training.

1.1.3. Continue annual focus groups to obtain feedback/input regarding progress toward meeting District goals.

1.1.4. Ensure open communication between the District and municipalities.

1.1.5. Expand grant writing capacity at District and site level.

1.1.6. Establish and formalize business partnerships.

1.1.7. Expand capacity of school-connected organizations to support students.

Pillar 1: Community Relations

Strategy 1.2: Ensure that public information is readily available, reliable, and timely.

2013-14 Objectives:

1.2.1. Continue providing accessibility to information for stakeholders through a variety of vehicles, including translation of information when appropriate.

1.2.2. Improve the use of school websites to communicate meaningful information to students, parents, and staff.

1.2.3. Maintain vehicles that communicate positive news to the entire community, including people without children in the District.

Strategy 1.3: Promote a climate of courtesy, dignity, and mutual respect.

2013-14 Objectives:

1.3.1. Continue/expand venues for two-way communication with stakeholders.

1.3.2. Set customer service expectations for all employees.

1.3.3. Regularly disseminate information regarding positive achievements of students, staff, and District.

Pillar 2: Safe and Healthy Schools

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Strategy 2.1: Support the implementation of positive behavior systems in all schools.

2013-14 Objectives:

2.1.1. Establish a District-wide network/communication vehicle in support of site behavior systems that encourages collaboration and the exchange of ideas and resources.

2.1.2 Ensure consistent support of positive behavior systems in all schools.

Strategy 2.2: Enhance community partnerships in support of student health and safety.

2013-14 Objectives:

2.2.1. Expand District programs that provide early identification and intervention for at-risk students.

2.2.2. Provide information and training that helps parents to recognize and address at-risk behaviors in their children.

2.2.3. Maintain District interagency Student Safety and Welfare Council.

2.2.4. Foster multi-agency collaboration in programs to support positive learning environments.

Pillar 2: Safe and Healthy Schools

Strategy 2.3: Maintain and modernize all school facilities and infrastructures to ensure a safe and healthy environment for all students.

2013-14 Objectives:

2.3.1. Establish mechanisms and procedures to control access to campuses.

2.3.2. Implement system of identifying students, employees, volunteers, and visitors at all District sites.

2.3.3. Refine and monitor standards for maintenance to ensure consistency across sites.

2.3.4. Establish procedures to maintain clean campuses.

2.3.5. Prioritize upgrades for health office, restroom, and nutrition facilities.

2.3.6. Provide guidance to school-connected organizations on facility improvements.

2.3.7. Explore appropriate staffing of maintenance and grounds personnel to increase efficiency and effectiveness.

Pillar 2: Safe and Healthy Schools

Strategy 2.4: Sustain and refine District and school emergency preparedness.

2013-14 Objectives:

2.4.1. Continue participation in the multi-agency Emergency Response training.

2.4.2. Continue to build District and site capacity in National Incident Management System (NIMS) protocols.

2.4.3. Maintain the Emergency Communication System (monthly radio tests, repeater maintenance, telephone notification system).

2.4.4. Build capacity for implementing the District Emergency Operations Center (EOC).

Pillar 2: Safe and Healthy Schools

Strategy 2.5: Expand the District's ability to meet the health and nutrition needs of all students

2013-14 Objectives:

2.5.1. Explore appropriate alternatives for staffing health services that increase efficiency and effectiveness, while ensuring adequate coverage of students with critical health needs.

2.5.2. Engage students in creating and implementing health, safety, and nutrition policies that meet state standards.

2.5.3. Utilize alternate healthy eating options (gardens, farmer's markets).

2.5.4. Decrease food waste from school meals.

Strategy 2.6: Improve safety standards, policies, and procedures to ensure student safety from external threats.

2013-14 Objectives:

2.6.1. Increase levels of student supervision before, during, and after school.

2.6.2. Develop regular, mandatory staff training on safety procedures.

2.6.3. Refine expectations and standards for after-school service providers to maintain proper supervision of students.

2.6.4. Expand schoolwide and District drills in response to emergency situations.

Pillar 3: Academic Achievement & Enrichment

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Strategy 3.1: Align instruction, assessment, and interventions to achieve high levels of learning, and close the gap for underperforming student groups.

2013-14 Objectives:

3.1.1. Deliver professional development and develop additional resources to support the implementation of an aligned curriculum, including the teaching of Common Core State Standards, standards-based grading and reporting, and the use of formative assessments.

3.1.2. Provide ongoing training and support in the gathering and use of data to increase student learning.

3.1.3. Increase the completion rate of UC/CSU subject a-g requirements.

3.1.4. Continue and expand targeted professional development and support the use of effective instructional strategies that positively impact the learning of English learners and students with special needs.

3.1.5. Support the implementation of STEM (science, technology, engineering, and mathematics) curriculum at all school sites, with particular focus on the development of student inquiry and problem-solving.

3.1.6. Review and implement homework task force recommendations and revise current policy.

3.1.7. Expand opportunities for high school students to take college classes.

3.1.8. Expand expertise, capacity of academic advisers to help students navigate college admissions process and provide career pathway guidance.

3.1.9. Expand rigorous, high-level academic programs and activities to all schools.

Pillar 3: Academic Achievement & Enrichment

Strategy 3.2: Refine implementation of the Professional Learning Communities model, in which collaborative teams focus on high levels of learning for all.
2013-14 Objectives:

3.2.1. Continue providing leadership team training on the critical aspects of Professional Learning Communities (PLC).

3.2.2. Assist sites to evaluate their progress in the PLC model, and provide support and assistance to increase their level of implementation.

3.2.3. Promote collaborative teams' use of data, including formative assessment, to make instructional decisions that lead to increased student learning by training and supporting the use of data warehousing to assist schools' analysis of student learning.

Strategy 3.3: Develop and refine alternative programs for students.
2013-14 Objectives:

3.3.1. Refine and expand programs that provide alternative pathways to high school graduation and credit recovery.

Pillar 3: Academic Achievement & Enrichment

Strategy 3.4: Increase opportunities for and participation in coursework aligned to career pathways.

2013-14 Objectives:

3.4.1. Identify areas for expansion of Career Technical Education (CTE) pathways within the District's course of study.

3.4.2. Identify additional CTE courses that meet eligibility for articulation with community colleges.

3.4.3. Provide training and informational resources to staff, students, and parents regarding the availability of CTE pathways leading to higher learning opportunities and employability.

Strategy 3.5: Increase student engagement and connectedness within schools.

2013-14 Objectives:

3.5.1. Provide an educator networking vehicle that enables secondary schools to share best practices for engaging students and building community.

3.5.2. Implement a District-wide awareness campaign that highlights the benefits of students' involvement in extracurricular activities.

3.5.3. Continue District and site-based student focus groups to elicit input regarding student engagement.

Pillar 4: Character Development

Pillar 4: Character Development

Strategy 4.1: Identify a universal, age-appropriate curriculum of character-related skills and concepts.

2013-14 Objectives:

> 4.1.1. Define and deliver anti-bullying instruction at all schools.
>
> 4.1.2. Expand ability awareness to all schools.

Strategy 4.2: Establish community partners in support of development and recognition of character indicators.

2013-14 Objectives:

> 4.2.1. In conjunction with the District Collaborative Partnership Committee, identify specific goals related to support of character development/citizenship.
>
> 4.2.2. Promote school involvement with student government opportunities.

Pillar 5: Effective Operations

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Strategy 5.1: Ensure clear lines of communication and information across departments.

2013-14 Objectives:

> 5.1.1. Publish "who to contact" information for each department and function.

> 5.1.2. Enhance cross-departmental vehicles for decision-making and communication.

Strategy 5.2: Enhance efficiency of systems across departments.
2013-14 Objectives:

> 5.2.1. Explore "paperless" systems of timesheets, billing, requisitions, and work orders, which would allow for an expedited process and enable initiators to track progress toward completion.

> 5.2.2. Establish an on-demand system for training site and District personnel in updated procedures and guidelines related business and personnel operations.

> 5.2.3. Consolidate meetings or use alternative delivery systems for information.

Pillar 5: Effective Operations

Strategy 5.3: Enhance capacity of formal and informal leaders.

2013-14 Objectives:

5.3.1. Provide site administrator training related to budget development and monitoring.

5.3.2. Implement low-cost strategies to build site administrator capacity, including the enhancement of the Teaching Assistant Principal program, administrative credential cohorts, and leadership team training.

Strategy 5.4: Reduce non-essential expenditures and increase budgetary enhancements.

2013-14 Objectives:

5.4.1. Continue to identify low-cost alternatives for materials and supplies.
5.4.2. Continue seeking grant opportunities and avenues for revenue enhancement.

Pillar 5: Effective Operations

Strategy 5.5: Maintain technology infrastructure to support site and department efficiency and best practices.

2013-14 Objectives:

5.5.1. Identify technology resources to support the delivery of Common Core State Standards and the associated computer-based assessments.

5.5.2. Upgrade human resource and finance software system.

5.5.3. Complete standardization of wireless configurations across District.

5.5.4. Develop a replacement plan for antiquated hardware and applications.

5.5.5. Continue to identify grant and federal funding to support objectives related to instructional technology.

5.5.6. Improve processes and tools for collecting, managing, reporting, and securing student information.

Next Steps

- Receive Comments from the Public – July 10-19, 2013
  communications@capousd.org

- Return for Board Approval – July 24, 2013

- Implementation – August 2013-June 2014

- Strategic Plan Progress Report – January 2014

Questions?