BSD#7 LRSP Strategic Objective ACTION PLAN:
3.01 MS Transparency/Accountability/Communication 2012-13

Strategic Objective (SO): 3.01 Enhance District transparency, accountability, and communication with our community.   **Topic of Strategic Objective (SO) e.g., Math, PEAKS, etc.:** Utilizing communication to enhance accountability and transparency among staff and within the school community.

Leader: Tom Siegel, Robin Arnold **Team Members**: All Staff and Parent Advisory Council (PAC)	**Action Plan Projected Completion Date**: 2012-13 School Year

Evaluation Plan: *Describe steps you will take to determine if you have reached this strategic objective.* School staff and PAC will utilized established avenues for communication with each other, being accountable when the communication does not occur and working collaboratively to support students.	**Best Practice Investigation**: *What information is uncovered looking at best practice in relation to this strategic objective.* Research studies and recent reading indicates that a positive school climate is supported by open, transparent communication, including the ability to confront difficult issues, create clarity and closure, demand healthy debate, probe for specificity and the ability of team members to make themselves vulnerable. Research also supports the notion that student growth is sustained and supported when the entire school community is invested in common goals and strategies.

Action Steps What actions will be taken to achieve this SO? Include what staff may need to learn to accomplish this SO.	**Who** Who will be responsible for what actions?	**Timeframe** What is a realistic timeframe for each action?
Add the book The Five Dysfunctions of a Team to our professional classroom libraries and read as a staff in preparation for discussion during winter of 2012.	All staff	Spring/Summer 2012
Complete team assessment on the Dysfunctions book to deepen our understanding of team work and promote collaborative functioning.	All Staff	Spring 2012
Separate the Leadership Team from the Multi-Tiered System of Support (MTSS, formerly RtI) Team.	MTSS and Leadership Teams	September 2012
Establish clear goals/priorities/parameters for these teams to ensure efficient, effective communication.	MTSS and Leadership Teams	
School-wide assembly and "Foundations Stations" to launch our STAR program and ensure all staff and students understand our school-wide goals for behavior.	Foundations/MBI Team	September 2012

Foundations/MBI team continues training with OPI.	Foundations/MBI Team	September 2012 and on-going
Establish a school-wide system of storing MTSS documents on the server to enable everyone to communicate about students efficiently.	MTSS Team	October 2012
Grade level and specialist teams meet regularly to discuss student progress, plan for intervention, re-group students and refer students into the MTSS process as necessary to support continued growth.	All Staff	On-going
Bi-weekly school newsletters published electronically and accessible on the school website	Office Staff	On-going
Classroom newsletters distributed electronically and/or in print on a regular basis to inform parents.	All Staff	September 2012
Continue to work with parents and the community during back to school night (distribution of CCSS and MTSS info), monthly PAC/PIC meetings, evening activities and events, parent conferences, MTSS/SPED meetings.	All Staff	On-going
Grade level and specialist teams meet regularly to discuss student progress and plan for intervention.	All Staff	On-going
PAC, in collaboration with school staff, established a room parent coordinator that maintains regular contact with each room parent, ensuring parents are informed of important events, activities and information happening at our school.	PAC, School Staff	September 2012, on-going
PAC creates Technology Advisory Committee to assist with integration of technology in the classroom and a Grant Writing Committee to help teachers and staff to author grant proposals.	PAC, School Staff	October 2012
Brainstorm list of common resources for parents and the community that can be posted to each school website including MTSS and CCSS school and district resources and current school LRSP Action Plans.	K5 Principals and Staffs	October 2012 and on-going
Submit tech request to Ken for common heading on elementary websites with common resources, links, etc.	K5 Principals	October 2012
Ask Ken to check functionality of all to and from links	K5 Principals	October 2012
Create location on each website to communicate with community about MTSS (RtI) and CCSS – general description that applies to all K5 schools followed by	K5 Principals	May 2012

school specific description of the programs - Include general behavior expectations, their impact on student growth and supporting board policy and procedures on all K5 websites		
Build capacity among principals and school staff regarding effective means of communicating with the community (ex: PD to support creation of list serves, text or facebook alerts, use of GEMS and BSD7 balanced scorecard, etc.)	K5 Principals, Staffs, PACs	On-going

Progress expected by the end of the year: By the end of the year Morning Star staff and PAC will have established and utilized procedures described above for increasing communication, transparency and accountability throughout the school community.