

# West Irondequoit School District Management Plan 2023-2024



**ALL**  
*means*  
**ALL**

WELCOME. NURTURE. INSPIRE.

## Curriculum

**Objective:** Promote excellence, equity, and inclusion through a viable and guaranteed curriculum.

**Initiative Area and Goal:** Access for All - Provide Inclusive and culturally responsive education for all.

**Task:** Create a system of accountability to ensure that cultural responsiveness, diversity, equity and inclusivity within the curriculum are effectively implemented.

**Key Person:** Office of Instruction

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Use the single point rubric to organize training in Culturally Responsive Practices for staff through Grade Level and Department Meetings.	Asst. Superintendent of Instruction Directors of Instruction Building Leadership	Ongoing	<ul style="list-style-type: none"> <li>- Grade level dept agendas and presentation materials</li> <li>- Meeting matrices</li> <li>- Revised Observation discussion prompts and look for document</li> <li>- Teacher goals that align to selected indicators.</li> <li>- Post observation forms</li> <li>- End of year reflections</li> <li>- Professional learning materials</li> <li>- Completed mock evaluation notes and reflections</li> </ul>
2. Audit the NYSUT rubric and identify indicators which support and ensure Culturally Responsive practices.	Asst. Superintendent of Instruction	August 31, 2023	
3. Use the selected indicators to support staff goal setting and supervision throughout the school year.	K-12 Leadership Staff	Ongoing	
4. Utilize K-12 Leadership meetings to calibrate leadership staff supervision through a Culturally Responsive Lens.	Asst. Superintendent of Instruction	Ongoing	

## Curriculum

**Objective:** Promote excellence, equity, and inclusion through a viable and guaranteed curriculum.

**Initiative Area and Goal:** College and Career Readiness - Ensure that all graduates are prepared for post-secondary opportunities.

**Task:** Create and implement a self-exploration audit for students starting in grade 9

**Key person:** Office of Instruction

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Collect and analyze data regarding post-secondary student plans, student achievement data and compare to current course offerings and comprehensive counseling,	Office of Instruction Directors	October 1, 2023	<ul style="list-style-type: none"> <li>- Data analysis summary, including next steps</li> <li>- Outcomes Document</li> <li>- Plan for implementation</li> <li>- Communication Plan</li> <li>- Audit summary, including next steps</li> <li>- Revised Career/future planning</li> </ul>
2. Develop outcomes of an Irondequoit High School Graduate.	Office of Instruction Directors Building Leadership	December 1, 2023	
3. Communicate outcomes to staff and community of an IHS graduate.	Office of Instruction Directors Building Leadership	February 1, 2024	
4. Audit the tools and resources (i.e., Naviance) currently used and alternatives to make recommendations best aligned to outcomes.	Office of Instruction Directors	June 1, 2024	

5. Align current career/future planning exploration with readiness outcomes.	Office of Instruction Directors	June 30, 2023	

## **Curriculum**

**Objective:** Promote excellence, equity, and inclusion through a viable and guaranteed curriculum.

**Initiative Area and Goal:** College and Career Readiness - Ensure that all graduates are prepared for post-secondary opportunities.

**Task:** Increase K-8 awareness of College and Career Readiness to support student understanding of what they are learning, why they are learning it, and how they can use it (Rollover to Year 4- must finalize grade 9 audit first)

**Key person:** Office of Instruction

## Curriculum

**Objective:** Promote excellence, equity, and inclusion through a viable and guaranteed curriculum.

**Initiative Area and Goal:** College and Career Readiness - Ensure that all graduates are prepared for post-secondary opportunities.

**Task:** Increase K - 12 partnerships of community stakeholders to support College and Career Readiness

**Key person:** Office of Instruction

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Meet to learn about Dept of Learning Teacher Ambassador Program with Business Contact Teacher	Asst. Superintendent for Instruction Office of Instruction Directors	August 31, 2023	<ul style="list-style-type: none"> <li>- Meeting notes</li> <li>- Plans for next steps</li> <li>- Audit report</li> <li>- Survey</li> <li>- Audit report and recommendations to the board</li> </ul>
2. Using information gained, audit current partnerships, noting alignment and what is missing (include EMCC, BOCES, Multi-occ)	College and Career Center Office of Instruction Directors	December 23, 2023	
3. Survey students and families to understand which partnerships they find most beneficial and which they'd like more access to	Office of Instruction Directors	January 31, 2023	
4. Make final recommendation on which partnerships to continue, add, or increase based on	Office of Instruction Directors ASI	June 15, 2023	

findings, in alignment to College and Career Ready goals.			
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## Curriculum

**Objective:** Promote excellence, equity, and inclusion through a viable and guaranteed curriculum.

**Initiative Area and Goal:** College and Career Readiness - Ensure that all graduates are prepared for post-secondary opportunities.

**Task:** Establish an evaluation process of College and Career Readiness

**Key person:** Office of Instruction

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Create a district definition of what it means for graduates to be College and Career ready (CCR).	Asst. Superintendent for Instruction Office of Instruction Directors	October 2023	- Definition, including measurable components (for example, accessing college level courses, technical certifications, etc.) - Collection of existing processes - Analysis of 2023 graduates and the degree to which they met the identified measurable outcomes.
2. Work with area district and BOCES to collect processes used to evaluate instructional programming aligned to CCR.	Asst. Superintendent for Instruction Office of Instruction Directors	January 2024	
3. Create process for WI graduate data analysis based on defined outcomes.	Asst. Superintendent for Instruction Office of Instruction Directors	June 2024	



## Curriculum

**Objective:** Promote excellence, equity, and inclusion through a viable and guaranteed curriculum.

**Initiative Area and Goal:** Criteria for Process - Establish curriculum process to provide access to rigorous instruction by all.

**Task:** Create procedure for adopting, adapting, piloting, and writing curriculum

**Key Person:** Office of Instruction

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Utilize communication, training, and implementation of curriculum plans in alignment with curriculum regulations	Asst. Superintendent for Instruction Office of Instruction Directors	TBD-Reference Curriculum Development and Revision Timeline <a href="#">Curriculum Design Calendar</a>	<ul style="list-style-type: none"> <li>- Completed Implementation Plans(housed on SharePoint curriculum folder)</li> <li>- Compiled qualitative and quantitative data report.</li> <li>- All materials curated uploaded to appropriate curriculum SharePoint site.</li> </ul>
2. Determine process and procedure to collect data for curriculum teams. A) Qualitative data through observations and stakeholder feedback. (Common Student Feedback Questionnaire) B) Quantitative data through assessments and student work.	Asst. Superintendent for Instruction Office of Instruction Directors	TBD-Reference Curriculum Development and Revision Timeline	
3. Curation of lessons, exemplars, resources, and materials utilizing the curriculum.	Asst. Superintendent for Instruction Office of Instruction Directors	TBD-Reference Curriculum Development and Revision Timeline	

## Curriculum

**Objective:** Promote excellence, equity, and inclusion through a viable and guaranteed curriculum.

**Initiative Area and Goal:** Criteria for Process - Establish curriculum process to provide access to rigorous instruction by all.

**Task:** Establish a process for review of curriculum

**Key Person:** Office of Instruction

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Ongoing support for teams in middle of curriculum writing, including teams implementing new programs/curriculum	Office of Instruction Directors	Starting Summer 2023 and On-Going	<ul style="list-style-type: none"> <li>- Revised curriculum documents and materials</li> <li>- Training materials</li> <li>- Feedback</li> <li>- Meeting Agendas/Training materials</li> <li>- Calendar of Curriculum Review for 23-24 SY</li> <li>- DCC Agendas</li> </ul>
2. Train K-12 Leadership in new Curriculum Review and Revision regulations	Assistant Superintendent for Instruction	August 31, 2023	
3. Share Curriculum Review and Revision regulations through contractual meetings (dept or grade level)	Office of Instruction Directors	November 23, 2023	
4. Create a calendar of curriculum review for the 2023-24 school year to be implemented at District Curriculum Council, in alignment with the new regulations.	Assistant Superintendent for Instruction Office of Instruction Directors	October 31, 2023	

5. Communicate work of the DCC as curriculum reviews commence.	Assistant Superintendent for Instruction Office of Instruction Directors	January 2024 May/June 2024	

## Implementation Systems

**Objective:** Ensure alignment, diversity, equity, inclusion, and access across all systems in West Irondequoit.

**Initiative Area and Goal:** Staff Recruitment and Retention - Recruit and retain the highest quality staff, reflective of the diversity of the West Irondequoit community.

**Task:** Provide appropriate staff on-boarding and support for new employees

**Key Person:** Office of Human Resources

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Develop and implement systems and processes to orient for all new employees, specifically IESA members <ul style="list-style-type: none"> <li>Assess current state and enlist stakeholders in this work to determine need areas and strengths</li> </ul>	Office of Human Resources	June 30, 2024	- Orientation process manual - Affinity group model development for implementation in 24-25 - Leadership coaching series plan for year 1 leaders and cyclical review plan for refinement for leaders in years 2
2. Explore, identify and develop affinity groups to support staff as needed	Office of Human Resources	June 30, 2024	
3. Explore and develop a leadership coaching series for school administrators focused on inclusive, responsive, and equitable environments for all staff.	Office of Human Resources	June 30, 2024	

## Implementation Systems

**Objective:** Ensure alignment, diversity, equity, inclusion, and access across all systems in West Irondequoit.

**Initiative Area and Goal:** Professional Development Frameworks - Create a comprehensive professional development plan that focuses on multiple methods of delivery, is differentiated and relevant to staff needs, inclusive to all staff and is aligned to district goals.

**Task:** Evaluate effectiveness of professional development across the district to ensure appropriateness and equitable access.

**Key Person:** Office of Instruction

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Develop Meeting Matrices for Faculty, Department, and Grade Level meetings that align to the 23-24 PLP.	Office of Instruction Directors Buildings Principals	September 30, 2023	<ul style="list-style-type: none"> <li>- Meeting Matrices</li> <li>- Audit Plan Tool</li> <li>- Communication of Audit Plan to stakeholders</li> <li>- Summary of initial review findings</li> <li>- Summary of Findings</li> <li>- Next Steps</li> </ul>
2. Develop professional learning audit plan tool that includes opposites and contractual meetings across the district.	Asst. Superintendent for Instruction Office of Instruction Directors TLC Director	October 31, 2023	
3. Initial review of professional learning data, as per audit plan.	Asst. Superintendent for Instruction Office of Instruction Directors TLC Director	February 28, 2024	
4. Continued review of PL data, as per audit plan, as well as	Office of Instruction Directors TLC Director	June 15, 2024	

recommendations for PL Plan for 24-25 school year	ASI of Instruction		

## Implementation Systems

**Objective:** Ensure alignment, diversity, equity, inclusion, and access across all systems in West Irondequoit.

**Initiative Area and Goal:** Faculty and Staff Supervision - Equitably align supervision across the district that is reflective of district goals and initiatives and celebrates staff autonomy.

**Task:** Enhance the observation and evaluation system to ensure student success and identify professional development needs for staff

**Key person:** Office of Human Resources

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Evaluate 2022-23 observations for gaps and consistency.	Asst. Superintendent for Human Resources Asst. Superintendent for Instruction	December 31, 2023	<ul style="list-style-type: none"> <li>- Analysis of observations</li> <li>- Professional learning plan for calibration of observations/feedback to staff</li> <li>- Review professional learning plan and make adjustments based on identified areas</li> </ul>
2. Develop a plan to address necessary professional learning and calibration for evaluators.	Asst. Superintendent for Human Resources Asst. Superintendent for Instruction	April 1, 2023	
3. Identify areas for professional learning for instructional staff and develop a plan for execution.	Asst. Superintendent for Human Resources Asst. Superintendent for Instruction	April 1, 2023	

## Implementation Systems

**Objective:** Ensure alignment, diversity, equity, inclusion, and access across all systems in West Irondequoit.

**Initiative Area and Goal:** Faculty and Staff Supervision - Equitably align supervision across the district that is reflective of district goals and initiatives and celebrates staff autonomy.

**Task:** Refine the supervision processes for all staff evaluations

**Key person:** Office of Human Resources

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Assess evaluation structures and tools to determine areas of priority.	Asst. Superintendent for Human Resources	October 31, 2023	<ul style="list-style-type: none"> <li>- Summary of tools, structures, process and recommended priorities</li> <li>- Work group make up</li> <li>- Work group schedule</li> <li>- Summary of recommendations</li> <li>- Timeline of recommended work to revise and implement (3-year plan)</li> </ul>
2. Coordinate workgroups to investigate, design, and recommend revisions as appropriate for areas of priority.	Asst. Superintendent for Human Resources	December 31, 2023	
3. Evaluate and negotiate the recommended revisions and develop a timeline for implementation.	Asst. Superintendent for Human Resources	June 30, 2023	



## Implementation Systems

**Objective:** Ensure alignment, diversity, equity, inclusion, and access across all systems in West Irondequoit.

**Initiative Area and Goal:** Systems for equity in experiences - Ensure policies and systems are in place to provide equity for all students in district experiences.

**Task:** Determine current district transportation needs and provide equitable access for before and after school activities

**Key Person:** Office of Finance

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Finalize the programmatic impact of extended transportation by enlisting students, families, staff, and administration.	Asst. Superintendent for Finance	October 1, 2023	
2. Define the options to include feasibility, cost, resources, schedule, and other impacts.	Asst. Superintendent for Finance	December 31, 2023	
3. Present a recommendation to the Board of Education for consideration within the 2024-25 budget planning process.	Asst. Superintendent for Finance	January 2024 Budget Workshop	

## Implementation Systems

**Objective:** Ensure alignment, diversity, equity, inclusion, and access across all systems in West Irondequoit.

**Initiative Area and Goal:** Systems for equity in experiences - Ensure policies and systems are in place to provide equity for all students in district experiences.

**Task:** Conduct an analysis of the neighborhood school configuration through the lens of diversity and staffing

**Key Person:** Office of Human Resources and Office of Finance

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Analyze staff and student demographic data by building and program	Office of Human Resources Office of Data, Assessment, and Intervention	November 1, 2023	- Data collection and analysis - Summary of analysis findings - Presentation to Superintendent of considerations and/or actions for further investigations
2. Determine strengths of the neighborhood school configuration and the limitations of the configuration in relation to diversity and staffing.	Office of Human Resources Office of Finance	December 31, 2023	
3. Define considerations and/or areas for further investigation and action.	Office of Human Resources Office of Finance	January 2024 Budget Workshop	

## Instruction

**Objective:** Establish instructional practices to ensure success for all learners.

**Initiative Area and Goal:** Instructional Framework - Provide cohesive & consistent implementation of an instructional model that is accessible to all staff and students.

**Task:** Implement the Instructional Framework

**Key Person:** Office of Instruction

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Provide professional learning to K-12 Leadership on Cognitive Redlining.	Assist. Superintendent for Instruction Office of Instruction Directors	August 31, 2023	<ul style="list-style-type: none"> <li>- Professional Learning Materials</li> <li>- Teacher observations (post-observation conference forms) across the district show consistent Implementation of the instructional model when planning.</li> <li>- Student work that is centered on their voice and perspectives, as well as provides students with ongoing opportunities to engage in multiple perspectives.</li> <li>- Committee established to develop awareness and understanding of the CSDF standards</li> </ul>
2. Provide professional learning on how to implement the instructional model as a structure for lesson planning with fidelity.	Assist. Superintendent for Instruction Office of Instruction Directors Building Leadership	Ongoing, 23-24	
3. Use the instructional model to integrate culturally responsive practices into instruction.	Office of Instruction Directors Building Leadership	Ongoing, 23-24	
4. Build awareness of the Computer Science and Digital Fluency Standards and consider impact on classroom practices	Director of Technology K-12 Technology TOSA	Ongoing, 23-24	

			Model lessons that exemplify these principles
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## Instruction

**Objective:** Establish instructional practices that ensure success for all learners.

**Initiative Area and Goal:** Instructional accountability - Implement a shared and equitable accountability system that ensures consistency of instruction, assessment, and evaluation.

**Task:** Investigate and research best practices relating to accountability and to develop an accountability system for assessment, observation/evaluation (Supervision)

**Key Person:** Office of Instruction

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Professional learning regarding how to identify culturally responsive practices in instruction and tied to the instructional model through supervision	Asst. Superintendent for Instruction Office of Instruction Directors	August 8, 2023	- Updated observation question guide and grade level band look for documents. - PowerPoints - Post-observation forms - Staff professional goals
2. Calibration of supervision practices across K-12 leadership tied to the NYSUT Rubric.	Asst. Superintendent for Instruction Asst. Superintendent for Human Resources	January 31, 2024	
3. Professional learning on the K-12 instructional model through Leadership meetings	Asst. Superintendent for Instruction Office of Instruction Directors	June 15, 2023	

## Instruction

**Objective:** Establish instructional practices that ensure success for all learners.

**Initiative Area and Goal:** Grading - Create and implement a consistent, meaningful and equitable standards-based grading system.

**Task:** Evaluate and refine grading system

**Key person:** Office of Instruction

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Develop leadership understanding of standards-based grading, and how it can work with our student management systems.	Asst. Superintendent for Instruction Office of Instruction Directors Building Leadership	Begin November and Ongoing, 23-24	- Professional Learning materials - Meeting agendas - Plan - Initial guidelines and approved recommendations from the K-4 Report Card committee - 5-6 Report Card Committee agendas - Rubrics and other scoring tools that reflect standards-based assessments and other grading models - 24-25 Implementation Plan
2. Refine implementation plan for standards-based grading practices and communicate to stakeholders.	Asst. Superintendent for Instruction Office of Instruction Directors	January 31, 2024	
3. Calibrate and develop standards-based scoring expectations.	Asst. Superintendent for Instruction Office of Instruction Directors	Ongoing, 23-24	
4. Revise and expand implementation plan for 24-25 school year.	Asst. Superintendent for Instruction Office of Instruction Directors Building Leadership	August 15, 2024	

## Well Being of Self and Community

**Objective:** Create a welcoming and inclusive community where all members are valued and the wellness of each individual is at the forefront.

**Initiative Area and Goal:** Communication - Enhance and clarify our communication systems for all members of the community to ensure accountability and equity for all stakeholders.

**Task:** Analyze and adjust the transition between buildings regarding information, data, student plans, etc. for effectiveness, clarity, and areas of improvement and support

**Key Person:** Office of Instruction

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Gather current practices from UPK to Kindergarten, 3 <sup>rd</sup> to 4 <sup>th</sup> grade, 6 <sup>th</sup> grade to 7 <sup>th</sup> grade, and 8 <sup>th</sup> grade to 9 <sup>th</sup> grade stakeholders involved with supporting student transitions.	Assistant Director of Counseling, Student Equity, and Wellness  Director of Data, Assessment, and Interventions	October 31, 2023	<ul style="list-style-type: none"> <li>- Document outlining all of the transition processes</li> <li>- Analysis document</li> <li>- Formalized process documented and shared out</li> <li>- Panorama</li> <li>- Formalized process documented and shared out</li> </ul>
2. Analysis of different systems of strengths and areas for improvement with various stakeholder groups	Assistant Director of Counseling, Student Equity, and Wellness  Director of Data, Assessment, and Interventions	December 31, 2023	
3. Solidify a system for transitions between buildings to support the whole child through a formalized process	Assistant Director of Counseling, Student Equity, and Wellness	January 31st	

with input from all stakeholders involved in the process.	Director of Data, Assessment, and Interventions		
4. Utilize existing data systems, such as Panorama, to capture student data and intervention plans of support as students transition.	Assistant Director of Counseling, Student Equity, and Wellness Director of Data, Assessment, and Interventions	March 31st	
5. Communicate transition plans to all stakeholder groups	Assistant Director of Counseling, Student Equity, and Wellness Director of Data, Assessment, and Interventions	March 31st	



## Well Being of Self and Community

**Objective:** Create a welcoming and inclusive community where all members are valued and the wellness of each individual is at the forefront.

### **Initiative Area and Goal:**

**Communication** - Enhance and clarify our communication systems for all members of the community to ensure accountability and equity for all stakeholders.

**Task:** Establish and communicate standards for grade levels regarding school – to – family communication

**Key Person:** Building Principals

Action Steps	Person Responsible	Due Date	Deliverables
1. Assess current grade level/team communication practices to include items such as mode, frequency, and content.	Principals	December 1, 2022	- Clear and specific expectations for consistent communication - Identified tool for communication
2. Gather feedback and input from students, families, and staff regarding mode, frequency, content, preferences, and effectiveness.	Principals	November 30, 2023	
3. Analyze data, research and best practices to determine common expectations for effective communication standards and identify a specific and appropriately aligned tool for communication.	Principals	June 30, 2024	

## Well Being of Self and Community

**Objective:** Create a welcoming and inclusive community where all members are valued and the wellness of each individual is at the forefront.

**Initiative Area and Goal:** Communication - Enhance and clarify our communication systems for all members of the community to ensure accountability and equity for all stakeholders.

**Task:** Promote student activities and achievements

**Key Person:** Building Principals

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Audit the current state and gather pertinent data assess - Promotion of student activities - Access and inclusivity of activities - Student recognition	Building Principals	November 1, 2023	Action plan to - Promotion of student activities - Access and inclusivity of activities - Student recognition
2. Use constituent feedback, best practices, and student participation rates to evaluate the current state to identify gaps and needs.	Building Principals	March 31, 2024	
3. Activate shared decision making to ensure - Promotion of student activities	Building Principals	June 30, 2024	

- Access and inclusivity of activities - Student recognition			

## Well Being of Self and Community

**Objective:** Create a welcoming and inclusive community where all members are valued and the wellness of each individual is at the forefront.

**Initiative Area and Goal:** Communication - Enhance and clarify our communication systems for all members of the community to ensure accountability and equity for all stakeholders.

**Task:** Refine orientation information and materials to welcome new families to the district

**Key Person:** Office of Public Information (Building Principals/Student Services)

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Assess and inventory the current materials provided to new families by the District, building, and/or Student Services.	Office of Public Information Building Principal Student Services	October 31, 2023	
2. Measure the effectiveness of current practices to identify gaps and needs for revisions. (i.e., survey new families, gather regional exemplars, canvass staff and leadership, etc.)	Office of Public Information	December 31, 2023	
3. Refine and reorganize materials as needed based on findings and communicate as appropriate.	Office of Public Information Building Principal Student Services	April 1, 2023	

## Well Being of Self and Community

**Objective:** Create a welcoming and inclusive community where all members are valued and the wellness of each individual is at the forefront.

**Initiative Area and Goal:** Health, Safety, and Wellness (SEL) - Ensure the physical, social, and emotional wellbeing of students, staff, and families.

**Task:** Provide awareness of and access for outside mental health resources (agency linkage, COVID re-entering support needs)

**Key Person:** Office of Student Services

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Gather outside mental health resources information from Community Mental Health Agencies.	Student Services	Oct 2023	- Gather outside mental health resources information from Community Mental Health Agencies. - Review information and resources with West Irondequoit Social Emotional Staff - Develop a user-friendly pamphlet/document for students and families - Share document through multiple forums including website, newsletters, hard copy through counseling offices, etc.
2. Review information and resources with West Irondequoit Social Emotional Staff	Student Services	Dec 2023	
3. Develop a user-friendly pamphlet/document for students and families	Student Services	Feb 2024	
4. Share document through multiple forums including website, newsletters, hard copy through counseling offices, etc.	Student Services Building Principals	April 2024	

## Well Being of Self and Community

**Objective:** Create a welcoming and inclusive community where all members are valued and the wellness of each individual is at the forefront.

**Initiative Area and Goal:** Voice and Representation - Engage all members of the school community in meaningful opportunities to be heard and represented to impact decision making.

**Task:** Analyze current opportunities for equitable and meaningful participation in decision making for students, staff, and community members

**Key Person:** Office of Instruction

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Identify current District practices, policies, regulations, and best practices within district related to NYSED regulation 100.11.	Asst. Superintendent for Instruction	October 15, 2023	- Create a plan to address identified gaps and create additional opportunities for expected levels of shared decision making.
2. Audit and conduct a gap analysis of current practices.	Asst. Superintendent for Instruction	December 1, 2023	
3. Create a plan to address identified gaps and create additional opportunities for expected levels of	Asst. Superintendent for Instruction	March 15, 2024	

shared decision making.			
4. Initiate execution of plan according to the established timeline.	Asst. Superintendent for Instruction	June 30, 2024	

**Well Being of Self and Community**

**Objective:** Create a welcoming and inclusive community where all members are valued and the wellness of each individual is at the forefront.

**Initiative Area and Goal:** Voice and Representation - Engage all members of the school community in meaningful opportunities to be heard and represented to impact decision making.

**Task:** Develop formal structures and policies for equitable decision making and feedback that create opportunities for involvement

**Key Person:** Office of Instruction

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Action steps aligned to the prior task.			



## Well Being of Self and Community

**Objective:** Create a welcoming and inclusive community where all members are valued and the wellness of each individual is at the forefront.

**Initiative Area and Goal:** Voice and Representation - Engage all members of the school community in meaningful opportunities to be heard and represented to impact decision making.

**Task:** Implement platforms (website, groups, partnerships) to drive equitable engagement within the school community

**Key Person:** Office of Instruction

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Identify platforms and partners to provide learning experiences to community, as well as work with DEI Coalition.	Asst. Superintendent for Instruction	September 30, 2023	<ul style="list-style-type: none"> <li>- DEI Coalition meeting agendas</li> <li>- DEI Coalition meeting agendas</li> <li>- Products as defined by tasks planned by sub committee</li> <li>- Email/Newsletter communication</li> </ul>
2. Canvass and leverage the DEI Coalition in the areas of family engagement and human resources to identify areas of need.	Asst. Superintendent for Instruction Asst. Director of Counseling, Student Equity, and Wellness Director of Public Information	September 30, 2023	
3. Determine and communicate goals of sub-committees based on identified needs.	Asst. Superintendent for Instruction Office of Instruction Directors Asst Director of Counseling, Student Equity, and Wellness	November 15, 2023	
4. Complete action steps identified by each sub-committee.	Sub-Committee members	May 31, 2023	

5. Communicate results of sub-committees to all stakeholders	Asst. Superintendent for Instruction Asst Director of Counseling, Student Equity, and Wellness Director of Public Information	June 15, 2023	
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**Well Being of Self and Community**

**Objective:** Create a welcoming and inclusive community where all members are valued and the wellness of each individual is at the forefront.

**Initiative Area and Goal:** Diversity, Equity, Inclusion and Access - Provide an affirming, safe, and equitable environment that reflects, respects and embraces our diverse community.

**Task:** Collect, evaluate, and sustain qualitative and quantitative data as it relates to equity, access, and peak performance

**Key Person:** Office of Instruction

Action Steps	Person Responsible	Due Date	Deliverable(s)
1. Utilize Panorama is a means to collect quantitative data around students academic, attendance, behavioral, and social-emotional data as it relates to demographics to support equity, access, and inclusion.	Director of Data, Assessment, and Interventions Building Principals	August 8 <sup>th</sup> and ongoing through June 30 <sup>th</sup>	- Reports, groups, and intervention plans related to discrepancies for students in minority/marginal groups in the ABC groups (attendance, behavior, coursework) - Continued professional learning around IST-PST with targeted problem-solving with actionable goals, interventions, and monitored outcomes for improvement - Training on Panorama for teachers, SES team members, and other support staff
2. Utilize the IST-PST process to build instructional, attendance, and behavioral supports for students using data from Panorama in an equitable manner.	Director of Data, Assessment, and Interventions Building Principals	September 1st - June 30 <sup>th</sup>	

<p>3. Support for building teacher leaders and SEL support staff to utilize Panorama as a means to identify students' at-risk in one or more of the ABC areas and identify targeted intervention supports with specific goals that are closely monitored.</p>	<p>Director of Data, Assessment, and Interventions Building Principals</p>	<p>Ongoing through June 30th</p>	<p>Professional learning for key staff members aligned to interventions that support equitable access to peak performance.</p>

**Mid-Year Update-**

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**Final Assessment**

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