



COLBY
SCHOOL DISTRICT

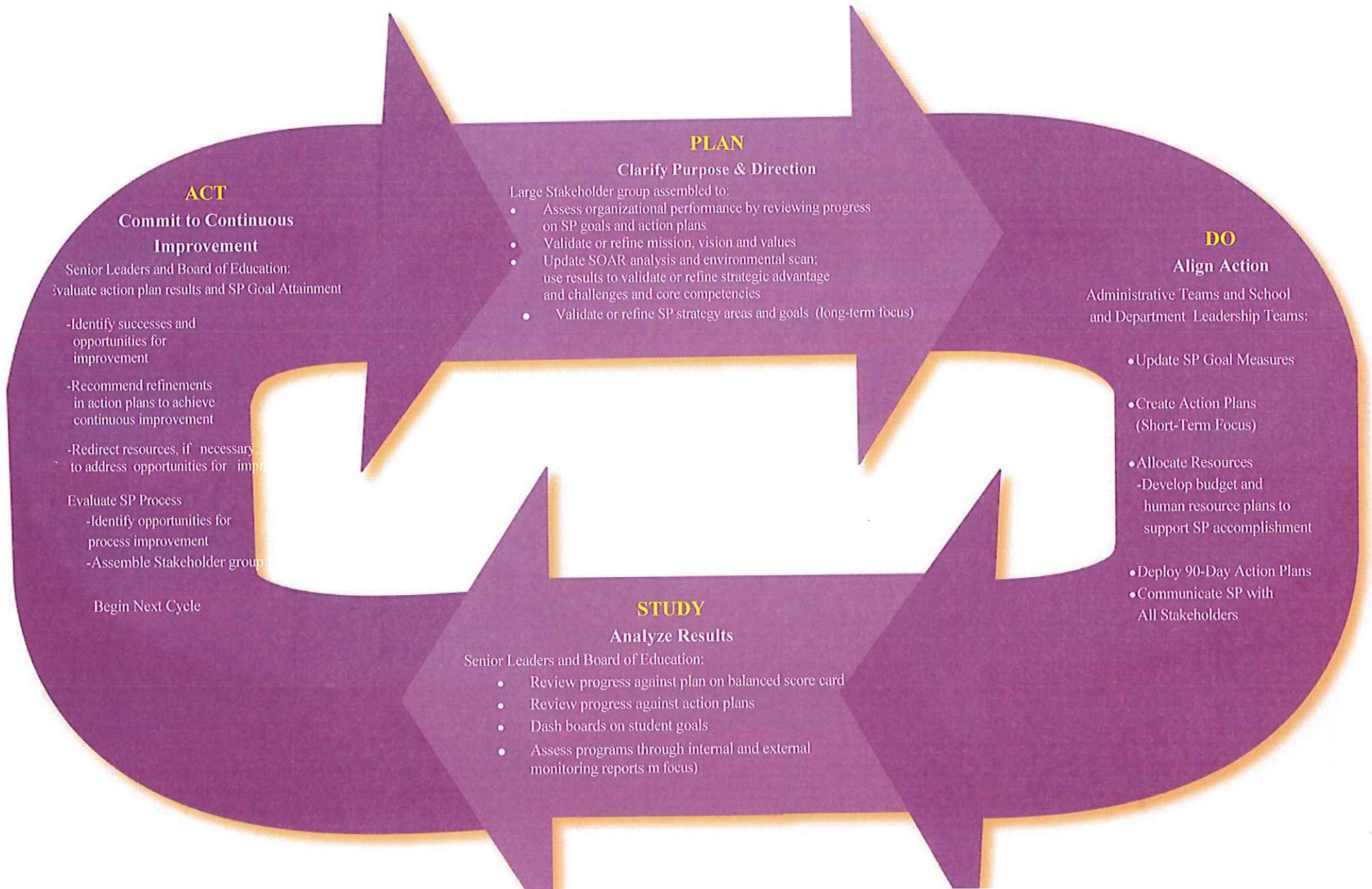


Stakeholder Driven Strategic Planning
Community Update / Review
March 11, 2015

Agenda

- *Brief Review of “what brought us here”*
- *Historical Documents www.colby.k12.wi.us*
- *Updates from each of the Strategic Team Chairs*
- *Discussion following each presentation / update*
- *Discussion / Questions and Answers on “next steps”*

How to Create a Strategic Plan



Strategic Planning Initiatives & District Priorities

MISSION STATEMENT

The mission of the School District of Colby is **LEARNING for ALL**.

PHILOSOPHY OF SCHOOL DISTRICT OF COLBY

- The purposes of education in the Colby Public Schools are four-fold. They are best defined as self-realization, human relationship, economic efficiency and civic responsibility.
- For self-realization, the school must provide the student with opportunities and learning experiences compatible with his respective abilities. The educational program should be broad and general for all youth, but still maintain a diversity of quality and balance that lends to individual differences. Effort should be made to develop the student, not only in the so-called formal instructional fields, but also in the areas of aesthetic values such as literature, music, and art. In addition, the student should be provided with opportunity to ascertain his own strengths and weaknesses, capacities and limitations in terms of his own environment and should be exposed to the joys of achieving goals that he and society find desirable.
- Social growth and human relationship in the student must be fostered and guided. The student must identify his position in the home, church, and society in general. It is desirable that he know the satisfaction of joining in a variety of interests and activities with others and recognize that his own development and welfare is, in part, the product of the influence of others.
- It is the purpose of the school to educate the student as a wise consumer of goods and services. Economic efficiency as a potential producer should also be stressed. The wise selection of a chosen field of work is to be encouraged. Emphasis should be placed on securing a desirable balance between the individual's needs and his wants.
- Instruction in civic responsibility is to be offered. The individual must recognize and observe laws as necessary for personal and group relations. Citizenship and the responsibilities of a citizen to his government should be incorporated into the curriculum as well as educational experiences that encourage the individual's desire to become a useful member of society.
- It is recognized that the function of education is not restricted to the school. Cooperation from the home, church, and society is necessary for a sound foundation for useful and happy living in a society. The school should be responsive to the demands of the citizens of the community. The educational program should be elastic enough to be sensitive to the will of the people.
- The school recognizes the needs of youth as defined by the Education Policies Commission of the National Education Association. These needs are met to the best of the school's ability and are listed as follows:

IMPERATIVE NEEDS OF YOUTH

- All youth need to develop salable skills and those understandings and attitudes that make the worker an intelligent and productive participant in economic life. To this end, most youth need supervised work experience as well as education in the skills and knowledge of their occupations.
- All youth need to understand the rights and duties of the citizen of a democratic society, and to be diligent and competent in the performance of their obligations as members of the community and citizens of the state and nation.
- All youth need to understand the significance of the family for the individual and society and the conditions conducive to successful family life.

- All youth need to understand the methods of science, the influence of science on human life, and the main scientific facts concerning the nature of the world and of man.
- All youth need opportunities to develop their capacities to appreciate beauty in literature, art, music, and nature.
- All youth need to be able to use their leisure time well and to budget it wisely, balancing activities that yield satisfactions to the individual with those that are socially useful.
- All youth need to develop respect for other persons, to grow in their insight into ethical values and principles, and to be able to live and work cooperatively with others.
- All youth need to grow in ability to think rationally, to express their thoughts clearly, and to read and listen with understanding.

District Priorities

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|---|--|
| • <u>Teaching and Learning</u> | Chair: Marcia Diedrich, |
| • <u>Technology</u> | Chair: Jesse Meddaugh |
| • <u>Stakeholder Satisfaction</u> | Chair: Samantha Penry |
| • <u>Facilities and Operations</u> | Chair: Dennis Wenzel |
| • <u>Collaboration and Cooperation</u> | Chairs: Steve Kolden / Eric
Elmhorst / Cheryl Ploeckelman |
| • <u>Workforce Development</u> | Chair: Audra Brooks |

Strategic Planning Initiatives & District Priorities

- **Teaching and Learning**

Chair: Marcia Diedrich,

Co-Chairs: Nancy Marcott, Treva Brodhagen

TEAM MEMBERSHIP: Curriculum Council, Cody Meyers, Brenda Medenwaldt

Defined as;

The Colby School District will improve student learning through a rigorous and relevant curriculum delivered by high quality educators who use innovative, research-based strategies to prepare students who are college and career ready to compete in a global environment in the 21st century.

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|---------|---|
| Goal #1 | Establish a comprehensive plan for curriculum writing, adoption, review, revision, and implementation (CCSS) |
| Goal #2 | Establish a system to monitor and evaluate student learning (Common Assessments, State Assessment, Post HS surveys, etc.) |
| Goal #3 | Identify, implement and monitor research-based best practice Instructional strategies |
| Goal #4 | Implement a systematic response for diverse learners (ELL, etc.) |

SMART Goal Worksheet

Strategy: Teaching and Learning/Strategic Planning Committee

Goal (one per page): Establish a comprehensive plan for writing, adoption, review, revision, and implementation (CCSS).

Team Chair: Marcia Diedrich

Team Members: Co-Chairs: Nancy Marcott, Treva Brodhagen

Curriculum Council Members: Greg Skubal, Michele Stewart, Jean Rosemeyer, Karen Tyznik, Stacy Henaman, Chrisie Wright, Kassidy Gustafson, Jessica Sweda

Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
<p>BYOC Continue the process started in 2013-14.</p> <p>Educator Effectiveness Components of educator effectiveness evaluate teacher instruction based on approved standards.</p> <p>Posting of Student Learning Goals Teachers will post student learning goals on a daily/weekly basis.</p>	<p>Teaching Staff, Marcia Diedrich/Nancy Marcott</p> <p>Administration</p> <p>Teachers to complete/Administrators to monitor</p>	<p>Publish departments, courses, and units by end of October 2014. Complete unit topics by May 2015.</p> <p>May 2015</p> <p>Begin October 2014 and ongoing after that.</p>	<p>Completed in BYOC.</p> <p>Classroom Observations/State Testing</p> <p>Classroom Walk-throughs, increased student achievement in classes</p>

<p>Curriculum Council</p> <p>Continue the process already in place to approve curriculum decisions such as textbook adoption and new course development to ensure instruction of standards (common core or Wisconsin state).</p>	<p>Members of the Curriculum Council</p>	<p>Ongoing throughout school year</p>	<p>Curriculum Council follows process and approves or denies curriculum requests.</p>
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SMART Goal Worksheet

Strategy: Teaching and Learning/Strategic Planning Committee

Goal (one per page): Establish a system to monitor and evaluate student learning(i.e. common assessments, state assessments)

Team Chair: Marcia Diedrich

Team Members: Co-Chairs: Nancy Marcott, Treva Brodhagen

Curriculum Council Members: Cody Meyers, Mike Sazama, Nancy Becker, Traci Grinker, Kevin Spindler, Mary Sanders, Lisa Underwood, Chris Olson, Carrie Fuchs

Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
<p>Formative/Summative Assessment Continue to differentiate between formative assessment(to plan instruction) and summative assessment(to measure learning).</p> <p>Develop the excel spreadsheet for Student Data Summary Sheet that is presently in draft stage into a usable document Pre K-12 for data storage.</p>	<p>Teachers, Administrators, Curriculum Council</p> <p>Teachers, Administrators, Curriculum Council</p>	<p>Ongoing throughout school year.</p> <p>Begin data entry for all students Fall 2015.</p>	<p>BYOC, Teacher Effectiveness, Teacher Gradebooks. Higher student grades/test scores.</p> <p>Completion of spreadsheet with all data in ONE location.</p>

<p>Analysis of tools used to collect comprehensive group data to evaluate what is used district wide, is there overlap/redundancy, are they all essential or required? How is data currently being used?</p>	<p>Teachers, Administrators, Guidance, Pupil Services, Curriculum Council</p>	<p>Begin 2014-2015 school year with analysis completed in 2015-2016 school year.</p>	<p>Completed list of all comprehensive group testing tools and guidelines for teacher use.</p>
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SMART Goal Worksheet

Strategy: Teaching and Learning/Strategic Planning Committee

Goal (one per page): Identify, implement, and monitor research based best practice instructional strategies.

Team Chair: Marcia Diedrich

Team Members: Co-Chairs: Nancy Marcott, Treva Brodhagen

Curriculum Council Members: Greg Skubal, Michele Stewart, Jean Rosemeyer, Karen Tyznik, Stacy Henaman, Chrisie Wright, Kassidy Gustafson, Jessica, Sweda

Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
What we already do: * In-district workshops (CRISS, Reading Wonders, Formative Probes) * University Classes on our campus (Educator Effectiveness, Reading Wonders) * Coordination with CESA for ELL strategies in the regular classroom	Administration, Nancy Marcott, Treva Brodhagen, Cody Meyers	Ongoing throughout school year.	Completion of these by June 2015
What we want to do: * Create small cafe style workshops twice a year during Monday in-service * Survey staff on topics of interest for Monday morning workshops * Administrative input into best	Curriculum Council, Marcia Diedrich, Nancy Marcott Curriculum Council, Marcia Diedrich, Nancy Marcott Administration	2015-2016 school year Fall 2015 Ongoing	Offered and completed by June 2016.

<p>practice topics</p> <p>*Create survey checklist of best practices already used by staff</p> <p>* Continue in-service for Reading Wonders</p> <p>* Administration will work with CESA to offer additional options</p>	<p>Curriculum Council</p> <p>Treva Brodhagen</p> <p>Administration</p>	<p>Fall 2015</p> <p>Ongoing throughout school year</p> <p>Ongoing throughout school year</p>	
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SMART Goal Worksheet

Strategy: Teaching and Learning/Strategic Planning Committee

Goal (one per page): Implement a systemic response to diverse learners.

Team Chair: Marcia Diedrich

Team Members: Co-Chairs: Nancy Marcott, Treva Brodhagen

Curriculum Council Members: Greg Skubal, Michele Stewart, Jean Rosemeyer, Karen Tyznik, Stacy Henaman, Chrisie Wright, Kassidy Gustafson, Jessica Sweda

Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
Responses for all students: * Intervention time at all buildings * Intervention Support Strategies (NME list, ZAP, PBIS, Now or Noon) all buildings * Guided Reading/Note taking CE * Leveled Reading Instruction CE * ELL after school program CE * Study Team MS * Independent Study HS * Distance Learning HS	All staff	Ongoing throughout school year	Increased student achievement Satisfactory State Report Card

<p>Responses for Enrichment:</p> <ul style="list-style-type: none"> * AP classes HS * Distance Learning HS * Odyssey Ware HS * Intervention time MS 	<p>MS staff, Marcia Diedrich, Jennifer Krauss, Karen Brown</p>	<p>Ongoing throughout school year</p>	<p>Increased student achievement Continued student participation</p>
<p>Responses for Academic Support:</p> <ul style="list-style-type: none"> * Guided Study Hall HS * Title I CE/MS * Step Workers/Foster Grandparents CE * AST HS * ZAP MS * Study Team MS * Odyssey Ware for credit recovery HS 	<p>Administration, All staff</p>	<p>Ongoing throughout school year.</p>	<p>Increased student achievement</p>
<p>What We Want:</p> <ul style="list-style-type: none"> *More ELL support district wide * Common planning time at all levels * Spanish Odyssey Ware HS * Continued growth in enrichment opportunities CE/MS 	<p>Administration, School Board</p> <p>Building Principals</p> <p>Marcia Diedrich, Jennifer Krauss</p> <p>Administration, CE/MS staff</p>	<p>When budget allows</p> <p>As scheduling allows</p> <p>Fall 2015 if available</p> <p>Ongoing throughout school year</p>	<p>Additional ELL staff</p> <p>Time in daily schedule</p> <p>Hispanic students using OW</p> <p>Ongoing throughout school year</p>

* Hire math interventionist	Administration, School Board	When budget allows	Interventionist on staff and increased math scores
* Continue to develop parent involvement	Administraton, All Staff	Ongoing	Increased attendance at P/T Conf Greater parent use of district's social media
* Increase training for volunteers CE	Steve Kolden, Brenda Medenwaldt	Fall 2017	Volunteers better prepared to work with students

Strategic Planning Initiatives & District Priorities

- **Technology**

Chair: Jesse Meddaugh

TEAM MEMBERSHIP: Technology Committee

Defined as;

The Colby School District will create classroom environments where students and teachers engage in collaborative use of technology to transform knowledge and skills into solutions, new information, and products that improve student learning.

- Goal #1 Establish and implement a comprehensive plan for specific student devices (1:1 initiatives) and a systematic rotation (replacement) of new devices.
- Goal #2 Establish and implement a plan for the continued rotation and upgrades of district infrastructure and devices.
- Goal #3 Establish and support the fiscal resources required for the implementation of a comprehensive technology plan.
- Goal #4 Provide staff development opportunities for staff to understand and expand their knowledge of classroom applications that increase student achievement.

SMART Goal Worksheet

Strategy: Technology - Student Achievement

Goal (one per page): Establish and Implement a comprehensive plan for specific student devices (1:1 Initiative) and a systematic rotation of new devices.

Team Chair: Jesse Meddaugh

Team Members: Technology Committee

Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
Provide the 1:1 technology resources that are necessary to effectively integrate technology into curriculum and instruction to improve student learning, increase learning opportunities, and encourage the use of different and innovative teaching methods	Technology Coordinator, District Accountant, District Administration, Colby School Board, District Teachers	Ongoing	An active Strategic and Technology plan in place Annual Reviews Survey Tools, Rubrics, Competency Checklists & Record of Participants Curriculum Scope & Sequence completion
Annually budget and purchase 1:1 devices for 7th Grade including 3rd year rotation	Technology Coordinator, District Accountant, Colby School Board	Annually	Purchased and Implemented
Budget and purchase for 1:1 devices for Elementary mobile carts	Technology Coordinator, District Accountant, Colby School Board	April 2017	Purchased and Implemented
Budget and purchase grade level 1:1 device carts for kindergarten through 3 rd grade (4 carts)	Technology Coordinator, District Accountant, Colby School Board	April 2017	Purchased and Implemented
Update Student Lab Machines (HS; Room 302, 215, 405, 105, LMC) (MS; Room 127, LMC)	Technology Coordinator, District Accountant, Colby School Board	April 2018	Purchased and Implemented

SMART Goal Worksheet

Strategy: Technology - Support Systems and Leadership

Goal (one per page): Establish and implement a plan for the continued rotation and upgrades of district infrastructure and devices

Team Chair: Jesse Meddaugh

Team Members: Technology Committee

Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
Support current and future information and instructional technology and services that support personalized, digital learning environments	Technology Coordinator, District Accountant, District Administration, Colby School Board	Ongoing	Technology systems are current and supported and overall technology services satisfaction
Update Staff Machines	Technology Coordinator, District Accountant, Colby School Board	2015-2016 6 year rotation	All staff computer equipment is less than 6 years old
Update/Increase Bandwidth	Technology Coordinator, District Accountant, Colby School Board	2017-2018 6 year rotation	Bandwidth demand is satisfied and reported
Increase Wireless Density	Technology Coordinator, District Accountant, Colby School Board	2017-2018 6 year rotation	User connectivity and satisfaction to support 1:1 levels of access
Switching & Routing	Technology Coordinator, District Accountant, Colby School Board	2018-2019 6 year rotation	All switching equipment is less than 9 years old
Update Data Center	Technology Coordinator, District Accountant, Colby School Board	2018-2019 6 year rotation	Hardware capability to host Virtual Infrastructure density ratio within standards & software current
Campus Wiring	Technology Coordinator, District Accountant, Colby School Board	2020-2021 10 year rotation	Data throughput demand satisfied, certified testing report
Update Uninterruptible power supply (UPS)	Technology Coordinator, District Accountant, Colby School Board	2020-2021 10 year rotation	30-45 minutes of uptime during power loss
Update Surveillance	Technology Coordinator, District Accountant, Colby School Board	2020-2021 10 year rotation	Ability to monitor, record, and retrieve video of activity at key locations

Evaluation Year	Device/Equipment	Life Expectancy
2015-2016	Staff Machines	6 Years
2017-2018	Bandwidth	6 Years
2017-2018	Wireless demand	6 Years
2018-2019	Switching & Routing	6 Years
2018-2019	Data Center	6 Years
2020-2021	Campus Wiring & UPS & Surveillance	10 Years
2021-2022	<i>Staff Machines</i>	<i>6 Years</i>
2023-2024	<i>Bandwidth Demand</i>	<i>6 Years</i>
2023-2024	<i>Wireless Demand</i>	<i>6 Years</i>
2024-2025	<i>Data Center</i>	<i>6 Years</i>
2025-2026	<i>Switching & Routing</i>	<i>7 Years</i>
2030-2031	<i>Campus Wiring & UPS & Surveillance</i>	<i>10 Years</i>

SMART Goal Worksheet

Strategy: Technology - Support Fiscal Resources

Goal (one per page): Establish and support the fiscal resources required for the implementation of a comprehensive technology plan

Team Chair: Jesse Meddaugh

Team Members: Technology Committee

Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
Align projected costs with Financial administrators to procure yearly budget	Technology Coordinator, District Accountant, District Superintendent	2016-2019	Budgeted fund for anticipated technology purchases
Convene the Technology Committee to review the current plan and research the district needs	Technology Coordinator, Technology Committee, District Superintendent	2016-2017	Active Technology Plan up to date and approved
Communicate the goals, objectives, and needs of the technology plan to all staff members, the school committee, and the public	Technology Coordinator, Administrative Team	2016-2019	Accessible Information. Newsletters, website, and District App, Social Media.

SMART Goal Worksheet

Strategy: Technology - Access to Information Resources and Learning Tools: All staff and students will have access to technology tools and resources necessary to enhance teaching and learning.

Goal (one per page): Provide staff development opportunities for staff to understand and expand their knowledge of classroom applications that increase student achievement

Team Chair: Jesse Meddaugh

Team Members: Technology Committee

Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
Create strategic, systematic, on-going professional development in the area of technology integration throughout the summer, after school, and professional development days	Building Administrators, Technology Coordinator, Building level trainers	Ongoing	All teachers are increasingly strong at using technology for assessment, experience creating and sharing digital resources, using collaboration tools to enhance learning, and managing educational resources in a content management system
Create a central database of tutorials and tips for faculty and staff reference.	Technology Coordinator	August 2017	Participation in the selected platform grows and staff actively learn from it.
Provide in-service and staff development programs related to information and technology skill development	Technology Coordinator, Building Administrators	Ongoing	Evaluate staff utilization of available information and technology resources

Strategic Planning Initiatives & District Priorities

- **Stakeholder Satisfaction**

Chair: Samantha Penry

TEAM MEMBERSHIP: Chamber Rep, Local Business Rep, PTC, Communications Council Rep, HS Student Council, Booster Club, Local Gov't, ELL parent, ELL staff, Guidance Staff, IDEA rep

Defined as;

The Colby School District will build a sense of community ownership in our schools through communication, engagement and partnerships with students, staff, and citizens to help reach our mission of academic excellence and positive citizenship for all students.

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|---------|---|
| Goal #1 | Develop a public relations plan that engages the community |
| Goal #2 | Become a district that attracts and retains students (positive open enrollment) |
| Goal #3 | Operate the district in a fiscally responsible manner |
| Goal #4 | Establish procedures to promote and secure grant funding |

SMART Goal Worksheet

School: Colby School District

Team Name: Stakeholder Satisfaction

Team Leader: Samantha Penry
Steven Kolden

Team Members: Teri Raatz, Bridget Donahue, Jean Schmitt, Melissa Wavrunek, Todd Schmidt, Coby Meyers, Adrian Lopez, Kristen Seifert, Connie Gurtner

District Goal(s): The School District will build a sense of community ownership in our school through communication, engagement and partnerships with students, staff, and citizens to help reach our mission of academic excellence and positive citizenship for all students.

School Goal(s): Goal 1-Develop a public relations plan that engages the community (see attached list of community outreach).

Team SMART Goal	Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
Community engagement through Facebook.	Feed current school events, opportunities, and information to the Facebook page (1000 likes).	Admin, Kristen Seifert, Jesse Meddaugh	1000 likes by June 2015	1000 likes
The local paper will publish 10 articles a year acknowledging the positive things the Colby School District does for it's students.	Dr. Kolden will work with the media to acknowledge the many poistives about the district.	Dr. Kolden and media	Roughly one article per month during school year	Record of articles
Work with local communities to partner in community recreation.	Contact local city governments			

SMART Goal Worksheet

School: Colby School District

Team Name: Stakeholder Satisfaction

Team Leader: Samantha Penry
Steven Kolden

Team Members: Teri Raatz, Bridget Donahue, Jean Schmitt, Melissa Wavrunek, Todd Schmidt, Coby Meyers, Adrian Lopez, Kristen Seifert, Connie Gurtner

District Goal(s): The School District will build a sense of community ownership in our school through communication, engagement and partnerships with students, staff, and citizens to help reach our mission of academic excellence and positive citizenship for all students.

School Goal(s): Goal 2-Become a district that attracts and retains students (positive open enrollment).

Team SMART Goal	Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
To annually reduce the gap between students open enrolling to other districts and those coming to Colby.	To engage the community and promote all of the positive ways the Colby School District impacts it's students.	All Staff	Annually	District open enrollment reports

SMART Goal Worksheet

School: Colby School District

Team Name: Stakeholder Satisfaction

Team Leader: Samantha Penry
Steven Kolden

Team Members: Teri Raatz, Bridget Donahue, Jean Schmitt, Melissa Wavrunek, Todd Schmidt, Coby Meyers, Adrian Lopez, Kristen Seifert, Connie Gurtner

District Goal(s): The School District will build a sense of community ownership in our school through communication, engagement and partnerships with students, staff, and citizens to help reach our mission of academic excellence and positive citizenship for all students.

School Goal(s): Goal 3-Operate the district in a fiscally responsible manner.

Team SMART Goal	Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
The Colby School District will maintain a fund balance that will prevent operational borrowing.	Look to future state aid amounts and plan accordingly	All staff with the direction of those who work closely with the budget	Annually	Budget report
The Colby School District will maintain a mill rate of + or - .75 of that of boarding districts not to include referendum dollars.	Look to state and local mill rate reports	All staff with the direction of district budget office	Annually	Mill rate reports

SMART Goal Worksheet

School: Colby School District

Team Name: Stakeholder Satisfaction

Team Leader: Samantha Penry
Steven Kolden

Team Members: Teri Raatz, Bridget Donahue, Jean Schmitt, Melissa Wavrunek, Todd Schmidt, Coby Meyers, Adrian Lopez, Kristen Seifert, Connie Gurtner

District Goal(s): The School District will build a sense of community ownership in our school through communication, engagement and partnerships with students, staff, and citizens to help reach our mission of academic excellence and positive citizenship for all students.

School Goal(s): Goal 4-Establish procedures to promote and secure grant funding.

Team SMART Goal	Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
Policy in place to support staff who secure grants (provide media recognition of efforts).	Policy was approved. Provide recognition through media/Facebook page.	Administration		Target \$ amount?
Promote grants the Colby School District may be eligible to receive	List grant sites on webpage.	Administration		Easy access to grant opportunities for staff and community members interested in writing for a grant.

Strategic Planning Initiatives & District Priorities

- **Facilities and Operations**

Chair: Dennis Wenzel

TEAM MEMBERSHIP: Facilities Staff (2), Brenda Medenwaldt, Jim Hagen,
Staff rep from each site (CDEC, Little Stars, Elem, MS, and HS) Sustainability representation

Defined as;

The Colby School District will provide safe, healthy, orderly learning environment and efficiently operated school facilities to ensure the success of all students and accountability for all stakeholders.

- Goal #1 Consistently provide School Safety and Security at all facilities through an annual review of school safety procedures and physical facilities.
- Goal #2 Develop a Comprehensive District facilities plan to address;
 - Little Stars location and facilities.
 - CDEC location and support to the staff and community.
 - Crowding in the elementary facility
 - Adams Street facility
- Goal #3 Develop and implement a plan to sell the Neillsville facility as soon as fiscally appropriate.
- Goal #4 Develop and implement a plan to improve and enhance school grounds and exterior athletic fields.
- Goal #5 Utilize our facilities as a learning tool for teaching sustainable practices for where we live, work, learn and play.

SMART Goal Worksheet

Strategy: FACILITIES AND OPERATIONS

Goal (one per page): Goal #1 - Consistently provide school safety and security at all facilities through an annual review of school safety procedures and physical facilities.

Team Chair: Dennis Wenzel

Team Members: Steve Kolden, Jim Hagen, Brenda Medenwaldt, Craig Cahoon, Kristine Woik, Dean Willett, Nicolet Hart, Katlyn Frahm, Janelle Rucker, Monica Tesmer

Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
Camera updates Continue FOB system Policy Department to view cameras			

SMART Goal Worksheet

Strategy: FACILITIES AND OPERATIONS

Goal (one per page): Goal #2 - Develop a Comprehensive District facilities plan to address the following:

- * Little Stars location and facilities
- * CDEC location and support to the staff and community.
- * Crowding in the elementary facility.
- * Adam Street facility

Team Chair: Dennis Wenzel

Team Members: Steve Kolden, Jim Hagen, Brenda Medenwaldt, Craig Cahoon, Kristine Woik, Dean Willett, Nicolet Hart, Katlyn Frahm, Janelle Rucker, Monica Tesmer

Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
Little Stars/addition to CDEC, Elementary, Middle School, or High School. Separate building or Little Stars to Colby Elementary/Shift students to Middle School/Middle School to High School CDEC to Adams Street or High School Elementary crowding - shift to MS/MS to HS Adams Street - more school use	Committee/Administration		

SMART Goal Worksheet

Strategy: FACILITIES AND OPERATIONS

Goal (one per page): Goal #3 - Develop and implement a plan to sell the Neillsville facility as soon as fiscally appropriate.

Team Chair: Dennis Wenzel

Team Members: Steve Kolden, Jim Hagen, Brenda Medenwaldt, Craig Cahoon, Kristine Woik, Dean Willett, Nicolet Hart, Katlyn Frahm, Janelle Rucker, Monica Tesmer

Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
Neillsville property Owen School Forest Red House - sell CDEC Property	District Administrator/Board of Education	2015	

SMART Goal Worksheet

Strategy: FACILITIES AND OPERATIONS

Goal (one per page): Goal #4 - Develop and implement a plan to improve and enhance school grounds and exterior athletic fields.

Team Chair: Dennis Wenzel

Team Members: Steve Kolden, Jim Hagen, Brenda Medenwaldt, Craig Cahoon, Kristine Woik, Dean Willett, Nicolet Hart, Katlyn Frahm, Janelle Rucker, Monica Tesmer

Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
Track resurface Restrooms for Baseball/Softball Shower replacement School forest shed Owen/Colby Forest Camping area Signage Disc golf	Athletic Director/Board of Education, District Administrator, Committee		

SMART Goal Worksheet

Strategy: FACILITIES AND OPERATIONS

Goal (one per page): Goal #5 - Utilize our facilities as a learning tool for teaching sustainable practices for where we live, work, and play.

Team Chair: Dennis Wenzel

Team Members: Steve Kolden, Jim Hagen, Brenda Medenwaldt, Craig Cahoon, Kristine Woik, Dean Willett, Nicolet Hart, Katlyn Frahm, Janelle Rucker,

Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness

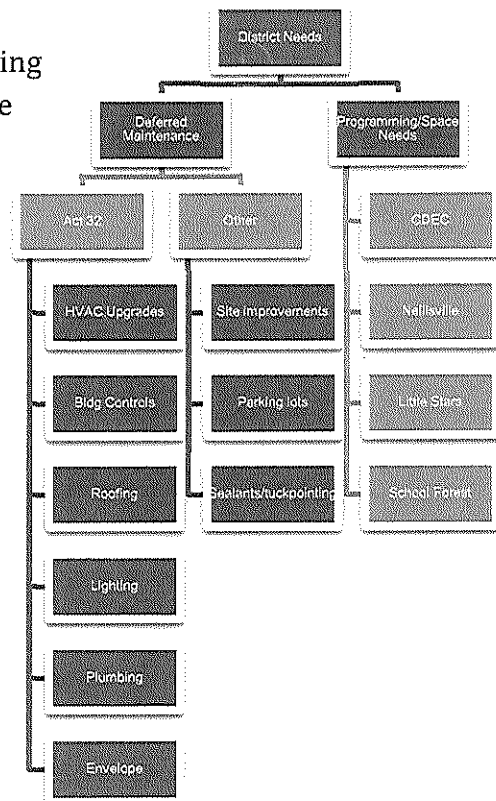
Owner: Colby School District (WI)
 Date: February 25, 2015
 Subject: In-Process Planning Act 32 Project Considerations

Background:

Colby School District has approved and is in process to complete the HVAC, lighting, and control upgrades in the tech lab of the high school. The total project cost is approximately \$280,000 and is being funded with Act 32 levy funds. The district levied \$150,000 for the 2014-2015 school year and will levy the remaining amount for the 2015-2016 school year, which will pay for the remaining portion of the tech lab project, or a more comprehensive suite of projects able to be completed using Act 32.

ICS Consulting is currently working with District Administration to manage the current tech lab project as owner’s representative, as well as partake in the strategic planning committee and build out an overall capital needs plan for the district facilities. The goal is to create, prioritize, and strategically fund the needed projects with this effort.

Since the district will be required to levy the remaining amount to fund the tech lab project under Act 32, the district is considering additional projects to complete at this time. A preliminary assessment of those projects is attached for your review. Since the district has already completed the RFP process, it may begin to develop these projects for completion beginning in the summer of 2015 and address some more critical items that are being identified in the capital needs planning effort. The district should consider all projects listed under “Act 32” to the right as urgent needs that could be addressed.



Facility Condition Index

Colby School District

<i>Colby High School</i>	<i>16.0%</i>
<i>Colby Middle School</i>	<i>6.6%</i>
<i>Colby Elementary School</i>	<i>48.9%</i>
<i>Colby District Education Center</i>	<i>Over 100%</i>

Facility Condition Index

$$\text{FCI} = \frac{\text{Renewal and Repair Costs}}{\text{Replacement Cost}}$$

GOOD Range: FCI (0% - 5%)

FAIR Range: FCI (5% - 10%)

FCI Target FCI Target @ < 10%

POOR Range: FCI (10%-30%)

CRITICAL Range: FCI (> 30%)

2. 5. 2015

K-12 Facility Planning Process

Project	Pre-referendum Facility Planning
School district	Colby School District
Location	Colby, Wisconsin
Project number	

Initial Groundwork

- Conduct District Administration Interviews
- Confirm vision/goals/educational philosophy
- Consider educational trends; sustainable, resource efficient design
- Assess Project-based and individualized learning strategies
- Identify current and future technology use and curriculum integration
- Discuss district identity; area private schools
- Understand Community and opinions re: education; politics; referendum history
- Outline expectations for deliverables; Board, Staff and Community expectations
- Gather past facility planning studies and reports; existing building plans and specs
- Verify Planning Committee structure and participants
- Review and confirm planning process and timeline

Research Phase

Existing Facilities Condition Assessment *(if needed)*

- Physical-plant condition, site, structure, envelope, mechanical, electrical, codes and accessibility
- Report with existing condition observations and recommendations with cost attached
- Outline Deferred maintenance and mandated health and safety upgrades
- Review 1-3 year trending utility bills for gas, electricity, and water use
- Review Indoor air quality, thermal efficiency, acoustics, lighting

Educational-Adequacy Assessment *(if needed)*

- Determine capacity and space utilization, core facilities, state education mandates
- Outline Educational specifications and curriculum focus areas with Admin.
- Understand Special programs or services
- Identify quality of space, function, expansion needs, aesthetics, safety and security, site, circulation, square footage, grade-level configuration
- Re-purposing opportunities

Operational Assessment *(if needed)*

- Determine District and Community demographics; enrollment projections
- Understand Administrative, Staff, and transportation efficiencies
- List District outsourced services
- Obtain Current debt service, mill-rate, District Budget
- Outline current safety and security issues and technology use

Community and Staff Engagement and Perceptions

- Complete on-line Staff survey
- Complete interviews with Staff groups
- Conduct focus groups open to the Community/Staff and Stakeholder groups
and / or

Conduct a World Café Event open to the Community

Analysis Phase

Needs Assessment and Prioritization

- In collaboration with the planning committee, identify and create a broad list of needs for the District. This Needs List is then categorized by building and by topic including: Maintenance and Repair, Site, Program and Curriculum, and Space Needs
- From the categorized list, the needs are prioritized according to topic and building – without cost as a consideration at this stage

Space Program

- A space program is developed using the prioritized needs list as the benchmark. This program includes square footages for potential new space, existing spaces, and compares existing square footage to educational standards for appropriate classroom and core space allocation

Solution Development

- Solution Options are developed and evaluated, (with cost), to address the Space Program and prioritized needs, factoring in the following:
 - District Demographics
 - Enrollment Projections
 - Projection of Future Needs
 - Desired Grade Configuration
 - Desired Size of Schools / Sites
 - Impacted Size of Schools
 - Coordination with other Public Agencies
 - Educational Specifications for the Design and Remodel of New and Existing Schools
 - Agreed upon quality standards and budget parameters
 - Financing of Projects / Property
 - Alignment with City / County General Growth Plans
 - Phasing needs relative to funding and construction
 - Possible temporary student placement due to short-term overcrowding
 - Year Around school / 4 year old kindergarten / year around facilities use
 - Possible repurpose of existing district buildings
- Create an 'Order of Magnitude' concept budget for each solution option that allows the committee to make cost-informed decisions when comparing one to another
- Committee to develop final master plan recommendation for the Board, with costs, time frames and phasing strategy included

Report Phase

- Prepare the final detailed report that documents the planning process
- Present findings to the Board, Staff
- Participate in the public information process
- Work with the Board to develop the next steps

Referendum Phase

- As directed by the Board of Education

Strategic Planning Initiatives & District Priorities

- **Collaboration and Cooperation**

**Chairs: Steve Kolden / Eric
Elmhorst / Cheryl Ploeckelman**

TEAM MEMBERSHIP: Athletic Director, NTC rep, Area Superintendents
(as willing), HS guidance, CESA rep (?)

Defined as;

The Colby School District will initiate and engage in conversations with other educational agencies to promote collaboration and cooperation to provide our children with the most diverse opportunities for their learning.

- Goal #1 Specifically invite the Abbotsford School District Board and Administration to meet regularly to discuss programmatic options for enhanced learning opportunities for both districts.
- Goal #2 Explore additional options for Coops
- Goal #3 Engage Clark County Boards
- Goal #4 Identify current collaborative efforts

SMART Goal Worksheet

Strategy: Collaboration and Cooperation

Goal (one per page): Specifically invite the Abbotsfird School District Board and Administration to meet regularly to discuss programatic options for enhanced learning opportunities for both districts.

Team Chair: Kolden, Elmhorst, Ploeckelman

Team Members: School Board Members and Administration

Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
Contact with Abbotsford School Board	Colby Board of Education	2014-15 school year	documentation of meetings

SMART Goal Worksheet

Strategy: Collaboration and Cooperation

Goal (one per page): Explore additional options for coops and course collaboration between area district

Team Chair: Kolden, Elmhorst, Ploeckelman

Team Members: As invited, area HS Administration and HS guidance staff

Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
<p>Review courses "offered" but able to be scheduled due to low enrollment / student requests.</p> <p>Area districts to include; Abbotsford, Athens, Spencer, Loyal Stratford, Owen-Withee</p>	<p>Kolden and HS Admin and Guidance</p>	<p>Fall, 2014 for consideration of cooperative efforts before HS scheduling in December and January of 2015.</p>	<p>Increased course opportunities for students in 2015-16</p>

SMART Goal Worksheet

Strategy: Collaboration and Cooperation

Goal (one per page): Engage Clark County Boards

Team Chair: Kolden, Elmhorst, Ploeckelman

Team Members: School Board Members and Administration

Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
Attend the Clark County Boards meetings on a regular basis Support the Clark County Boards groups through attendance and hosting of meetings	Board and Superintendent Board and Superintendent	Annually and Ongoing	Review Attendance

SMART Goal Worksheet

Strategy: Collaboration and Cooperation

Goal (one per page): Identify Current Collaborative efforts with area School District

Team Chair: Kolden, Elmhorst, Ploeckelman

Team Members: As invited, area Administration and HS guidance staff

Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
Survey and document current collaborative efforts with are districts to include; Abbotsford, Athens, Spencer, Loyal Stratford, Owen-Withee	Kolden	Fall, 2014	Report to Board

Strategic Planning Initiatives & District Priorities

- **Workforce Development**

Chair: Audra Brooks

TEAM MEMBERSHIP: Laurie Hesgard, HR rep, Teachers (2), Marcia Diedrich, Support staff reps(2), Board rep (personnel committee)

Defined as;

The Colby School District will utilize best practices to hire, retain, engage, and develop a skilled and talented workforce that will enable the District to achieve its mission of Learning for ALL.

- Goal #1 Establish professional development priorities aligned with our Mission, Vision and Strategic Planning.
- Goal #2 Explore alternative compensation models and propose an alternative compensation model to the Personnel Committee by May of 2015.
- Goal #3 Develop a recruitment strategy for ALL staff positions to attract and retain quality personnel (Marketing, WECAN?)
- Goal #4 Continue to focus on professional improvement and improved student learning.

SMART Goal Worksheet

Strategy: Workforce Development

Goal (one per page): (GOAL #1) Establish professional development priorities aligned with our Mission, Vision, and Strategic Planning.

Team Chair: Audra Brooks

Team Members: Steve Kolden, Laurie Hesgard, Marcia Diedrich, Nicole Skroch, Lisa Kirker, Dennis Wenzel, Kevin Bedroski

Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
<p>Review of Conference approval forms. Addition of how the conferenc aligns with the Strategic Plan, Vision and Mission of the District</p> <ol style="list-style-type: none"> 1. Determine Individual Professional Development needs 2. Determine the amount of conferences (per individual) 3. Establish a procedure on sharing information from professional development 4. Determine the budget. 	<p>2 task teams: Support Staff Task: Audra/Laurie/Steve Teaching Staff: Steve/Lisa Kirker/ Administration Staff/Communication</p>	<p>July 2015</p>	<p>Completion in Fall/Inservice</p>

SMART Goal Worksheet

Strategy: Workforce Development

Goal (one per page): #2 - Explore alternative compensation models and propose an alternative compensation model to the Personnel Committee by May of 2015 for CEA Staff

Team Chair: Audra Brooks

Team Members: Steve Kolden, Laurie Hesgard, Marcia Diedrich, Nicole Skroch, Lisa Kirker, Dennis Wenzel, Kevin Bedroski

Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
Develop a compensation model to include performance reward and value added compensation 1. Develop Task Teams: CEA Staff and Support Staff	Committee	May 2015	
Teaching Staff Years of Experience 1-5 - planning stage 6-15 - planning stage 15 + years of experience - Lisa K. (vary by building Support Staff (Part 3) (Custodians, Food Service, TA's, Secretaries, Media Assistants) Years of Experience 1-5 years 6.-15 15 +	Steve is recruiting committee		

SMART Goal Worksheet

Strategy: Workforce Development

Goal (one per page): #3 - Develop a recruitment strategy for ALL staff positions to attract and retain quality personnel (Marketing)

Team Chair: Audra Brooks

Team Members: Steve Kolden, Laurie Hesgard, Marcia Diedrich, Nicole Skroch, Lisa Kirker, Dennis Wenzel, Kevin Bedroski

Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
Enhance District website Parent Link, Twitter, Facebook WECAN	CDEC Staff	Completed/Review of Spring of 2016	
Starting base salary /raise base salary to align with surrounding districts. Develop employment brochures: (Nicole Skroch) (Certified Staff / Support Staff)			

SMART Goal Worksheet

Strategy: Workforce Development

Goal (one per page): #4 - Continue to focus on professional improvement and improved student learning

Team Chair: Audra Brooks

Team Members: Steve Kolden, Laurie Hesgard, Marcia Diedrich, Nicole Skroch, Lisa Kirker, Dennis Wenzel, Kevin Bedroski

Strategies and Action Steps	Who is Responsible	Target Date or Timeline	Evidence of Effectiveness
Maintain our Professional Development Budget	Administration/	July 2015	Review Annually