

**PUSD Approach to Excellence Mid-Year Report**  
**Due Date Feb. 6, 2008**

|   |                       |
|---|-----------------------|
| <b>Approach to Excellence Strategy: Systems &amp; Human Capacity</b>  |                       |
| <b>Project Manager: Kathleen Duba/Sherry Marsh</b>  | <b>Date: 02/12/08</b> |
| <p><b>Expectations/Scope:</b><br/>         (Describe the outcomes/deliverables/scope that has been defined and outlined for the Supt's Priority Monitoring Plan)</p> <p>To create a comprehensive, appropriate professional development plan for all, including board members. To infuse models of success and best practices into the system and systematically spread them across schools and departments. Improve the collaborative planning process at the district level to align services, human resources and financial resources to support achievement and instructional goals.</p>  |                       |
| <p><b>Strategies Implemented:</b><br/>         (What strategies/actions have been implemented so far?)</p> <ul style="list-style-type: none"> <li>-Department heads &amp; school sites schedule professional development offerings through a central location, PD Calendar, to avoid overlap.</li> <li>-New procedure for requesting subs for school business has been established and communicated to Principals, Office Staff and Central Office Leadership.</li> <li>-Schools Pursuing Excellence Teams have been established and are meeting on a regular basis to provide needed support to low performing schools.</li> <li>-Individualized Support for schools has been provided on an as needed basis</li> <li>-Departments are beginning to offer PD on the weekends and after-contract hours</li> <li>-Schools have requested "A" Monday Professional Development from District Office Curriculum Staff</li> <li>-List of "A" Monday Offerings has been developed by some depts.</li> <li>- Opportunities for teacher and staff voice have been extended</li> </ul> <p>Exercise on developing where we are now, where we want to be, and leading to the development of the 08-09 plan beginning in March 2008 began being shared in January 2008</p> <ul style="list-style-type: none"> <li>-February 1, 2008 – all district staff development day was further reaching to all classifications of employees than has been the previous experience</li> <li>- All evaluations are being collected centrally for review and follow-up</li> <li>- Options for online training are being reviewed</li> <li>- Walk-throughs have a process and have included teachers</li> <li>- An initial conversation with the company who provided project management training for the John Muir Reinvention Teams has resulted in the development of key components and a timeline for developing an RFP for indentifying a vendor for providing key district leaders with training this summer and support into next school year were identified.</li> </ul> |                       |
| <p><b>Data Collected and Analyzed:</b><br/>         (What data have been collected and analyzed? These data can be qualitative or quantitative.)</p> <ul style="list-style-type: none"> <li>-Professional Development Calendar</li> <li>-Schools Pursuing Excellence Meeting Agendas, Minutes, &amp; Logs</li> <li>-Lesson Study Agendas &amp; Teacher Evaluations</li> <li>-Observation notes from Lesson Study Follow-up visits</li> <li>- "A" Monday Menus &amp; Agendas</li> </ul>  |                       |

#### -Walk-through Evaluations

- Groups planning inservice have included recipients as well as those who deliver (February 1, as an example)
- Two groups have engaged in the strategic planning exercise
- February 1, 2008 broader than in the past and driven by requests from principals, departments and employees
- Evaluation review is contributing to changes for delivery and deliverer
- Positive comments as a result of walk-throughs with teacher members

#### **Data Analysis Results:**

(What are the findings of the data analysis? What is working and what is not? Explain reasons for progress or lack of progress.)

#### What's Working:

- The creation of a centralized Professional Developmental Calendar and new substitute procedures capping the amount of subs to be used for school business at 50 have minimized the amount of classes that have been left uncovered due to a lack of a sub. Additionally, there is less overlap in depts. scheduling on-top of one another.
- New walk-through procedures have been received lots of positive feedback. The negative perception of these is beginning to change to one that is more positive.
- Additional support for Schools Pursuing Excellence has minimized the amount of time these schools have to endure adverse situations.
- Lesson Studies in the schools pursuing excellence have improved the quality of instruction at these schools in the areas that were studied.
- District curriculum specialists have done "A" Monday trainings at some of these schools to support individual school goals.
- Saturday trainings in both "Step Up to Writing", secondary and Science, elementary are well attended.
- Inclusion of more people initially slows down the process and yet all realize the result is better

#### What's Not Working:

- Professional Development, attended by choice only, on "B" Mondays have been suspended until further notice. This was done at the request of the teacher's union to provide time to negotiate this item again. Scheduling Professional Development outside of the school day poses new challenges and we have begun to offer after school and on Saturdays
- Continually a struggle to find time to provide professional development within and outside of contract hours
- Only two groups have done the exercise – busy with February 1<sup>st</sup> – after that other groups can engage the process
- Slow response for February 1<sup>st</sup> details
- Not everyone is sending their evaluations to the central location

**Mid-Year Changes:**

(Based on the data analysis, what strategies need to be modified to meet the expectations?)

- Alternatives to "B" Mondays are continually being identified, "B" Mondays have been taken off the plan as a means to provide professional development.
- Increase the number of groups participating in the strategic planning exercise
- Meeting will be called in late February/early March to use the input to develop the 08-09 calendar of offerings and staff development time. Next year's district-wide professional development days will clearly be aligned to be offered centrally (once) and at school locations (once) after the opening of school. Input and data will be sought from all levels of schools, departments and employees in the school district.
- Draft formats need to be developed for overall communication of district-wide staff development for 08-09

**Support Needed:**

(Is there support from others that is needed or could help the work be easier/faster/better?)

- Responses to need for data from providers of staff development needs to be quicker.
- Sharing with their team the Strategic planning process and getting data back to us would broaden the scope of our input.