

# Board, District and Superintendent Merit Goals

June 19, 2017

# Nutley District Goals 2016 - 2017

## ▶ Student Achievement

Closely monitor the curriculum to help improve student performance as measured by national, state and local/district assessments.

## ▶ Culture & Climate

Continue to improve the culture and climate in the district for all students and staff. (Action Plan items may include: surveys, student and staff recognition programs, etc.)

## ▶ Facilities / Finance

To address the overcrowding and aging facilities issues, review and develop a 5 year plan for facilities and grounds improvement.

▶ *It was agreed that improving communication between the district and community will be a part of each of the above district goals*

# Nutley Board of Education Goals 2016 - 2017

- ▶ Review, develop and implement a policy revision structure.
- ▶ Support and provide resources for the achievement of the district goals.
- ▶ Develop a Professional Development Plan for the board/administrative team to include: team building, confidentiality and effective communication.

# Superintendent Merit Goals

## Quantitative Goal #1:

- ▶ The Superintendent will work to stabilize district leadership by recruiting and recommending highly effective personnel for six administrative openings, eliminating vacancies by 100%. The Superintendent will also review and recommend when appropriate the redistribution of leadership duties in order to assist in streamlining and eliminating overlap in existing responsibilities. The Superintendent will work to implement professional development strategies and employ the assistance of appropriate consultants to support building capacity in current leadership to help to avoid leadership in stability issues in the future.

# Quantitative Goal #1

## Evidence of Completion

- ▶ Board minutes approval of recommended hires

Yantacaw Principal

VP Nutley High School

Coordinator World Language/ESL

Director of Curriculum, Instruction and Assessment, PreK-5

Director of Curriculum, Instruction and Assessment, 6-12

Director of Communications

Science Coordinator

- ▶ Development of an Organizational Chart
- ▶ Revision and completion of job descriptions
- ▶ Development of Professional Development

# Superintendent Merit Goals

## Quantitative Goal #2:

The Superintendent will develop, implement and monitor a quality educational program including curriculum, instruction, assessment, professionalism and professional development in order to meet the needs of each student and foster student growth. The Superintendent will strengthen supervision and evaluation of these indicators through on-going professional development in the use of the Danielson model to improve practice for instructional staff and administrators. This includes revising and streamlining the reporting tool so observers can spend more time in the classroom providing feedback, fostering the completion of self-assessment and reflection forms that are aligned with the TEACH NJ Act, and using data as the basis for Administrative PLCs, and Scip teams.

# Quantitative Goal #2

## Evidence of Completion

- ▶ 100% of certificated administrators will be provided professional development, using the Danielson evaluation system with an emphasis on inter-rater reliability and providing feedback
- ▶ 100% of instructional staff will participate in professional learning to best use the data available in the Performance Matters tools
- ▶ An online tool will be identified for reporting and sharing of evaluation data
- ▶ 100% of staff will be trained on the uses of the online system
- ▶ 100% of staff will submit self-assessments and artifacts, which are aligned with the TEACHNJ Act
- ▶ 100% of staff, including non-instructional staff, will be evaluated

# Superintendent Merit Goals

## Quantitative Goal #3:

As part of the Superintendent's entry plan process, the issue of staff tardiness and absenteeism has been raised throughout the community. The Superintendent will lead the effort to lessen absence percentages by district and school, noting sick days, personal days, and professional days. A review of the use of the Sick Bank will also be conducted. Contractually, staff are docked ½ day's salary on the day of their 9<sup>th</sup> tardy. A review of this data will also be conducted. A corrective action plan will be compared with previous years' available data, and a corrective action plan will be developed and implemented if necessary for the district, and/or any individual staff who may be abusing the policies and contracts of the district.



# Quantitative Goal #3

## Evidence of Completion

- ▶ Number and percent of total absences by district, school, and individual have decreased
- ▶ Number of ½ day salary docked due to tardiness
- ▶ Review of absence and personal day use policies, and revision if necessary
- ▶ Review of insurance provider's available Employee Assistance Programs (EAP) to minimize tardiness and absenteeism
- ▶ Communication to staff about insurance/EAP program opportunities
- ▶ Development of district and/or individual corrective action plans if indicated

# Superintendent Merit Goals

## Qualitative Goal #1:

Based on the Superintendent's entry plan survey data, communication is a priority in the Nutley Public Schools and Nutley community. To improve effective communication and trust between the Superintendent, Board of Education and school community, and to increase communication with parents and community stakeholders about district programs and initiatives, the Superintendent will develop a Communication Plan to provide accurate and ongoing district information, enhance community relations, and engage key-stakeholders in the issues impacting the schools.

# Qualitative Goal #1

## Evidence of Completion

- ▶ The district website will be a resource for parents and community members
- ▶ Email, Twitter, Facebook, and the district website will be more effectively used as the most up-to-date, accurate source for information.
- ▶ A “Week In Review” email will be sent to all key stakeholders
- ▶ A Board Brief will be posted prior to BOE meetings
- ▶ At least three Community Conversations will be held with the Superintendent, as well as Town Hall meetings on topics of interest
- ▶ Superintendent will regularly attend community events and city meetings

# Superintendent Merit Goals

## Qualitative Goal #2:

To facilitate the Board work of developing and maintaining a current written/online Board policy manual, the Superintendent will review the current Board policy manual and make recommendations for changes due to state and federal statutes, regulations, court decisions and local board decisions. Working with the NJ School Boards Association and Strauss Esmay, the Superintendent will assist the Board in identifying urgent updates and revisions, and developing a timeline for review, first and second readings leading to policy approvals with the goal of having all policies updated and re-approved within the requirements of the Quality Single Accountability Continuum (QSAC) for the efficient operation of the school district according to school law and code.

# Qualitative Goal #2

## Evidence of Completion

- ▶ Superintendent will assist the newly formed Board Policy Committee in developing a timeline for review
- ▶ Superintendent will facilitate review of specific issues related to school operations with appropriate personnel and provide recommendations to the Policy Committee
- ▶ Superintendent will serve as a resource in detailing educational policy and regulations when necessary to the Board and to the community
- ▶ The Superintendent's office will collaborate with the BOE Policy Committee to complete the necessary updates within the timeline determined and have all updated policies posted and available to the public on the district website