

Topeka Public Schools Long-Range Plan

# Quarterly Progress Report: April 21, 2011

#	Goal	Progress Report	Date	Person	Expense
<b>Goal: Efficiency and Infrastructure</b>					
EI 1	Implement a computer system and software to support business operations, human relations operations, and student data needs	<ul style="list-style-type: none"> <li>Implemented PowerSchool and trained staff</li> <li>Facilitated district collaboration with Kansas University in the submission of National Science Foundation Grant</li> </ul>	2010.11	Rousseau Bagshaw	200,000
			2010.11	Bagshaw	
EI 2	Assess conditions and usage of school facilities and then close and/or repurpose schools to reflect declining enrollment and budget, with possible changes in grade level configurations	<ul style="list-style-type: none"> <li>Reduced student transportation pickup from 1.5 miles to 1 mile</li> <li>Demolished five buildings at Kanza Park – 60% complete</li> <li>Conducted 50-year longitudinal analysis of district enrollment/capacity at each USD 501 facility</li> <li>Presented important PowerSchool data elements to school secretaries to ensure data quality</li> <li>Created boundary maps within PowerSchool that reflect the legal USD 501 boundaries</li> <li>Submitted Wilson Consulting completed assessment of facilities to BOE</li> <li>Complied data analysis of current and future enrollment taking into account proposed school consolidation.</li> </ul>	2010.11	Albert	160,000
			2010.11	Albert	486,956
			2010.11	Kipp	
			2010.11	Kipp	
			2010.11	Kipp	
2010.11	Albert and Robbins	200,0000			
2011.3	Albert				
EI 3	Improve the safety and security for students and staff	<ul style="list-style-type: none"> <li>Completed District Emergency Management Guide</li> <li>Completed Highland Park security/locking system</li> </ul>	2010.11	Litfin	
			2010.11	Albert	377,368

		<ul style="list-style-type: none"> <li>Monitored implementation of security system and wireless access infrastructure.</li> <li>Served as a member of State wide coalition to create a template for a school emergency plan. Attended first meeting with coalition</li> <li>Conducted safety visit to each school</li> <li>Initiated surveillance sign production for each school with cameras</li> <li>Worked with Safe Streets to initiate Lock it, Remove it or Lose it and Record it, Report it and Recover it programs in our three primary High Schools.</li> <li>Worked with TPD to utilize the Topeka Police Volunteer In Police Services officers to patrol football games at Hummer Sports Park</li> </ul>	2010.11	Bagshaw	
			2010.11	Brown	
			2010.11	Brown	
			2010.11	Brown	
			2010.11	Brown Litfin	
			2010.11	Brown	
<b>Goal: Human Resources</b>					
HR 1	Improve our staff's instructional capacity and quality of teaching through a strategic, results-based professional development program	<ul style="list-style-type: none"> <li>Created a district-wide professional development plan for the 2010-11 school year</li> <li>Matched Year 1 and Year 2 teachers with a mentor</li> <li>Scheduled and participated in annual training for the Professional Development Council</li> <li>Solicited and selected a MyLearningPlan contact for each building</li> <li>Purchased equipment for training</li> </ul>	2010.11	Burkholder	
			2010.11	Young	
			2010.11	Young	
			2010.11	Young	
			2010.11	Young	
HR 2	Expand the role of principals (and teacher leaders) as instructional leaders and then evaluate them based on these expectations	<ul style="list-style-type: none"> <li>Established Administrator Mentor Program</li> <li>Trained administrators on the Downey Walk Through model</li> <li>Conducted first round of walk throughs in principal cadre groups</li> <li>Meeting regularly with secondary C&amp;A Coordinators to make C&amp;A-related decisions that will improve our C&amp;A programs</li> </ul>	2010.11	Austin	
			2010.11	Austin	
			2010.11	P-12 Admins	
			2010.11	Burkholder	

		<ul style="list-style-type: none"> <li>• Provided Learning-Focused Dialogue training for principals and instructional coaches</li> <li>• Obtained Westar Energy as a business partner to support minority candidates for leadership training</li> </ul>	2010.11	Burkholder	
			2010.11	Robbins	
HR 3	Recruit, continually develop, supervise, retain, and competitively compensate all staff	<ul style="list-style-type: none"> <li>• Negotiated student achievement component of revised evaluation systems</li> <li>• Established concept of quarterly interim meetings to discuss issues prior to formal negotiation process.</li> <li>• Formed IBB health insurance subcommittee to establish rules and parameters for new insurance plan implementation.</li> <li>• Participated on KSDE's Task Force to design evaluation systems for teachers, principals, and superintendents</li> <li>• Included student achievement measures as part of the evaluation systems for teachers, principals, and superintendents</li> <li>• Conducted formal observations &amp; post-observation conferences with 1-3 year staff</li> <li>• Evaluated and prioritized all HR functions</li> <li>• Completed assessment of administrator salaries</li> <li>• Redesign of marketing approach for recruitment</li> </ul>	2010.11	Robbins	
			2010.11	Robbins	
			2010.11	Robbins	
			2010.11	Austin and Perbeck	
			2010.11	Austin and Perbeck	
			2010.11	P-12 Admins	
			2010.11	Nolan	
			2010.11	Nolan	
			2011.4	Nolan	\$8,900
<b>Goal: Student Performance</b>					
SP 1	Improve students' performance in all core curricular areas, while closing existing achievement gaps	<ul style="list-style-type: none"> <li>• Held beginning of year Goals Conference focused on monitoring C &amp; A</li> </ul>	2010.11	Austin, Litfin, and Perbeck	

		<ul style="list-style-type: none"> <li>• Created instructional reference tools and observations guides for Language Arts, Mathematics, and Science and presented to principals for curriculum monitoring</li> <li>• Established goals on SIP, identified strategies to support goals &amp; scheduled PD to support plan including in-building coaching</li> <li>• Monitored implementation of SIP strategies</li> <li>• Attended training for use of Scantron reports</li> <li>• Created master schedules with collaboration time included</li> <li>• Provided initial rollout of the district's new course/grade level standards and Scantron benchmark assessments</li> <li>• Created strategy implementation rubrics to assist all schools in implementing their SIP strategies</li> <li>• Led the initial implementation of the district's new school improvement process</li> <li>• Monitored student assessment data and provided interventions for students needing them.</li> <li>• Coordinated and scheduled presenters for SIP days aligned to SIP strategies</li> <li>• Completed Administrator Walk Throughs with Cadre</li> </ul>	<p>2010.11</p> <p>2010.11</p> <p>2010.11</p> <p>2010.11</p> <p>2010.11</p> <p>2010.11</p> <p>2010.11</p> <p>2010.11</p> <p>2010.11</p> <p>2010.11</p> <p>2011.4</p>	<p>Consulting Teachers</p> <p>P-12 Admins</p> <p>P-12 Admins</p> <p>P-12 Admins</p> <p>P-12 Admins</p> <p>Burkholder Consulting Teachers</p> <p>Burkholder Schisler</p> <p>Burkholder</p> <p>P-12 Admins</p> <p>Schisler</p> <p>P-12 Admins</p>	
SP 2	Improve students' attendance and graduation rates, while closing existing achievement gaps	<ul style="list-style-type: none"> <li>• Created SWISS data system to analyze discipline and suspension data</li> <li>• Initiated Scholastic Crime Stoppers at High Schools</li> <li>• Customized automated calling system</li> </ul>	<p>2010.11</p> <p>2010.11</p> <p>2010.11</p>	<p>6-12 Admins</p> <p>Litfin</p> <p>Litfin</p>	

		<ul style="list-style-type: none"> <li>Created daily log of students picked up off campus</li> <li>Customized PowerSchool for 3, 5, and 7 absences</li> <li>Established Police Truancy Team</li> <li>Implemented new suspension recovery program</li> </ul>	2010.11	Litfin	
			2010.11	Litfin	
			2010.11	Litfin	
			2010.11	Wiley	
SP 3	Not scheduled for 2010-2011				
SP 4	Improve students' wellness, including their physical and social-emotional well-being	<ul style="list-style-type: none"> <li>Consolidated School Health Grant awarded to TPS</li> <li>Scheduled District wide FFFN for April 18, 2011</li> <li>Reviewed district bullying protocols and trainings and implemented recommended changes.</li> <li>Developed and implemented new Bullying sexting policies.</li> <li>Facilitated student health screening and tabulation of data</li> </ul>	2010.11	Austin	
			2010.11	Austin	
			2010.11	Haberman	
			2010.11	Haberman	
			2010.11	Putnam	
<b>Goal: Teaching and Learning</b>					
TL 1	Implement rigorous, aligned, culturally inclusive P-12 curriculum for all curricular areas	<ul style="list-style-type: none"> <li>Established a core planning team and informed staff that THS would develop an International Studies program for implementation in the fall of 2011</li> </ul>	2010.11	Wiley	
		<ul style="list-style-type: none"> <li>Established core planning team to assess online curriculum and instruction programs</li> </ul>	2010.11	Perbeck	
		<ul style="list-style-type: none"> <li>Established online learning pilot at Highland Park HS and Topeka HS</li> </ul>	2011.4	Perbeck & New	

TL 2	Implement formative and summative assessment systems that improve teaching and learning	<ul style="list-style-type: none"> <li>Facilitated the design of benchmark assessments and correlated to TPS course/grade level standards.</li> <li>Coordinated with the Office of Assessment and Evaluation to evaluate the results of Scantron benchmark assessment #1</li> <li>Completed the first benchmark reading and math assessment for grades 3-11</li> <li>Designed training for analyzing summative assessment results with principals, school leaders, and school staffs</li> </ul>	2010.11 2010.1 2010.1 2011.4	Consulting Teachers Consulting Teachers Burkholder Burkholder & Schisler	
TL 3	Provide students and staff with 21 <sup>st</sup> century technology that improves learning opportunities	<ul style="list-style-type: none"> <li>Developed responsibility chart and purchased SIG grant technology.</li> <li>Identified Technology Plan elements that can be implemented in 2010-2011.</li> </ul>	2010.11 2010.11	Bagshaw Rousseau	185,000
TL 4	Restructure the P-12 ELL Program instructional delivery services, including manageable teaching ratios	<ul style="list-style-type: none"> <li>Revised existing district-wide delivery model procedures for all ELLs</li> <li>Implemented mandate for increased minutes of service for all ELLs</li> <li>Provided PD for utilization of new instructional materials, Guided Reading, and SIT process for ELL faculty</li> <li>Created revised coaching schedules to provide all ELL staff with additional support</li> <li>Refined ELL identification process and supplied information necessary to all schools in the district to help put process into place</li> </ul>	2010.11 2010.11 2010.11 2010.11 2010.11	Curry Curry Curry Curry Curry	
TL 5	Implement a continuum of instructional delivery services for K-12 gifted education	<ul style="list-style-type: none"> <li>Established membership of review team for Gifted Services and held first meeting.</li> </ul>	2010.11	Aldridge/ Wellborn	

TL 6	Restructure the P-12 special education instructional delivery services	<ul style="list-style-type: none"> <li>Collected over 95% parental signatures on Medicaid eligible students.</li> </ul>	2010.11	Barnhart	
TL 7	Not scheduled for 2010-2011				
TL 8	Develop and expand a full continuum of early childhood education opportunities	<ul style="list-style-type: none"> <li>Opened Pine Ridge Parents As Teachers Site in partnership with Topeka Public Schools, Topeka Community Foundation, Topeka Housing Authority, and Topeka Public Schools Foundation</li> </ul>	2011.4	Thompson	\$67,000