

Business  
2013-2014

Goals/Outcome	Initiative(s)	Task	Start Date	Project Completion	Administrative Team Members Responsible	Status	Related Documents
Develop a long range cost containment plan for health insurance	1. Incorporate health insurance data review and decision timelines into the district budget development procedures.	a. Prepare a health insurance data and decision timeline for board review.	7/1/13	7/29/13	Riggle, Siena	8/22/13 - Health insurance timeline was presented to the Finance Committee on 7/23. Presented to the board as part of the tentative budget on 7/29/13.	
		b. Discuss health insurance data with the board in November prior to the first Cost Containment Committee meeting.	11/1/13	11/30/13	Riggle, Siena		
		c. Discuss health insurance data and Cost Containment Committee recommendations with the board.	2/1/14	2/28/14	Riggle, Siena		
		d. Present renewal information with recommendations for plan changes to the board.	4/1/14	4/30/14	Riggle, Siena		

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		d. Present renewal information and board approved plan changes to all staff.	5/1/14	5/31/14	Siena		
Building Capacity and Enrollment Study and Planning	1. Develop a facility plan for the district based on student enrollment and current building capacities.	a. Formulate an updated enrollment projection based on 2012-2013 data for review by the Facilities Committee.	5/1/13	7/1/13	Riggle, Siena, Ptak, Wegley, Pryma, Finan, Freund	<b>8/22/13</b> - Enrollment projections based on 2012-2013 data has been completed. The updated projection was presented and discussed with the Facilities Committee on 7/1/13.	
		b. Conduct a capacity study for GBN and GBS for presentation to the Facilities Committee.	5/1/13	9/24/13	Riggle, Siena, Ptak, Wegley, Pryma, Finan, Freund	<b>8/22/13</b> - Preliminary capacity study has been completed.	
		c. Update enrollment projections using 2013-2014 data.	10/1/13	11/1/13	Riggle, Siena, Ptak, Wegley, Pryma, Finan, Freund		

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		d. Present enrollment and capacity studies along with recommendations to the board.	12/1/13	12/31/13	Riggle, Siena, Ptak, Wegley, Pryma, Finan, Freund		

Curriculum Instruction  
2013-2014

Goals/Outcome	Initiative(s)	Task	Start Date	Project Completion	Administrative Team Members Responsible	Status	Related Documents
Raise the level of student engagement.	1. Chromebook 1 to 1 initiative	a. Distribution of Chromebooks and classroom integration.	8/1/13	9/6/13	Dr. Williamson, Mr. Bretag, Mr. Thimm, Dr. Ptak	8/22/13 - Chromebooks were distributed to students at booksale. Configuration and student login and training now underway.	
		b. Data Collection to measure student engagement.	10/1/13	12/31/13	Dr. Williamson, Mr. Bretag, Ms. Frandson, Mr. Muir		
		c. Formulating a report on Chromebook initiative and impact on student engagement to be presented to the board.	1/1/14	2/28/14	Dr. Williamson, Mr. Bretag, Ms. Frandson, Mr. Muir		
	2. Common Core Standards Implementation	a. Continue curriculum articulation efforts with feeder districts.	9/1/13	5/31/14	Dr. Williamson, Ms. Frandson, Mr. Muir		
		b. Meet with appropriate building administrators to continue necessary work.	9/1/13	10/1/13	Dr. Williamson, Ms. Frandson, Mr. Muir		

Curriculum Instruction  
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Goals/Outcome	Initiative(s)	Task	Start Date	Project Completion	Administrative Team Members Responsible	Status	Related Documents
		c. Identify related professional development necessary for implementation of Common Core.	10/1/13	12/31/13	Dr. Williamson, Ms. Frandson, Mr. Muir		
		d. Implement professional development activities in identified areas.	1/1/14	5/31/14	Dr. Williamson, Ms. Frandson, Mr. Muir		
	Academic Program Review	a. Meet with building administration to identify programs for review.	9/1/13	10/1/13	Dr. Williamson, Dr. Riggle, Dr. Wegley, Dr. Pryma, Ms. Frandson, Mr. Muir		
		b. Prepare review of first program for presentation to the board.	10/1/13	12/31/13	Dr. Williamson, Dr. Riggle, Dr. Wegley, Dr. Pryma, Ms. Frandson, Mr. Muir		

Curriculum Instruction  
2013-2014

Goals/Outcome	Initiative(s)	Task	Start Date	Project Completion	Administrative Team Members Responsible	Status	Related Documents
		c. Prepare review of second program for presentation to the board.	2/1/14	5/31/14	Dr. Williamson, Dr. Riggle, Dr. Wegley, Dr. Pryma, Ms. Frandson, Mr. Muir		

Human Resources  
2013-2014

Goals/Outcome	Initiative(s)	Task	Start Date	Project Completion	Administrative Team Members Responsible	Status	Documents
Evaluate teachers as required by PERA and Senate Bill 7.	1. New Teacher Evaluation Instrument Implementation	a. Prepare revised teacher evaluation instrument for distribution at the beginning of school.	6/1/13	8/19/13	Dr. Riggle, Dr. Caliendo, Dr. Williamson, Dr. Wegley, Dr. Pryma, Ms. Frandson, Mr. Muir	<b>8/22/13</b> - Final revisions completed with the GEA and the evaluation instrument has been distributed to teachers.	
		b. Meet with administrators who evaluate teachers to review PERA and Senate Bill 7 requirements and instrument revisions.	8/1/13	8/19/13	Dr. Riggle, Dr. Caliendo, Dr. Williamson, Dr. Wegley, Dr. Pryma, Ms. Frandson, Mr. Muir	<b>8/22/13</b> - Meeting of evaluators held on 8/15. Justin Petrarca reviewed PERA and Senate Bill 7 laws and revisions to the instrument were discussed.	
		c. Evaluations completed according to guidelines and established timelines.	9/1/13	3/1/14	Dr. Riggle, Dr. Caliendo, Dr. Pryma, Dr. Wegley, Ms. Frandson, Mr. Muir		
		d. Committee convened to review the implementation/evaluation process.	3/1/14	4/30/14	Dr. Riggle, Dr. Caliendo, Dr. Williamson, Ms. Frandson, Mr. Muir, GEA		
Improved Employment Application System and Selection Process	1. Expand current Applitrack system to include survey modules.	a. Identify desired modules available in Applitrack.	7/1/13	9/1/13	Dr. Riggle, Dr. Caliendo	<b>8/22/13</b> - Modules identified and final selection pending.	

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		b. Activate modules selected with Applitrack.	9/1/13	10/1/13	Dr. Riggle, Dr. Caliendo		
		c. Train administrators on the new modules and the process for selecting candidates for interviews.	10/1/13	2/1/14	Dr. Riggle, Dr. Caliendo, Dr. Wegley, Dr. Pryma, Ms. Frandson, Mr. Muir		
Skyward Implementation	1. Implementation of Human Resources Modules - Planning Phase 2 Implementation	a. Develop a timeline for Phase 2 of implementation of HR modules.	9/1/13	11/1/13	Mrs. Siena, Dr. Caliendo		
		b. Implement work developed on timeline.	11/1/13	6/30/14	Mrs. Siena, Dr. Caliendo		
		c. Go "live" with established Phase 2 work.	7/1/14		Mrs. Siena, Dr. Caliendo		

PR Communications  
2013-2014

Goals/Outcome	Initiative(s)	Task	Start Date	Project Completion	Administrative Team Members Responsible	Status	Related Documents
Improve District Communications	1. Develop a communications plan for 2014-2017.	a. Solicit proposals and select vendor for execution of a community survey.	10/1/13	12/31/13	Dr. Riggle, Ms. Geddeis		
		b. Finalize survey questions, process and timeline.	1/1/14	3/1/14	Dr. Riggle, Ms. Geddeis		
		c. Conduct community survey.	3/1/14	4/30/14	Dr. Riggle, Ms. Geddeis		
		d. Report findings from community survey and data from 2012-1013 to the board.	5/1/14	5/31/14	Dr. Riggle, Ms. Geddeis		
		e. Develop a formal communications plan for 2014-2017 for board review and approval.	6/1/14	6/30/14	Dr. Riggle, Ms. Geddeis		

PR Communications  
2013-2014

Goals/Outcome	Initiative(s)	Task	Start Date	Project Completion	Administrative Team Members Responsible	Status	Related Documents
	2. Develop a social media strategy/vision for the district.	a. Review current social media guidelines and efforts to identify needs.	10/1/13	11/1/13	Dr. Riggle, Ms. Geddeis, Mr. Bretag		
		b. Develop strategies for each social media source.	11/1/13	12/1/13	Dr. Riggle, Ms. Geddeis, Mr. Bretag		
		c. Develop social media strategy/vision for review by the administration.	12/1/13	2/28/14	Dr. Riggle, Ms. Geddeis, Mr. Bretag, ATM		
		d. Incorporate social media vision/strategy into the district communications plan.	3/1/14	6/30/14	Dr. Riggle, Ms. Geddeis		

Student Wellness  
2013-2014

Goals/Outcome	Initiative(s)	Task	Start Date	Project Completion	Administrative Team Members Responsible	Status	Related Documents
Improve Student Wellness	1. Develop a plan to address student needs identified in 2012-2013	a. Convene committee to review 2012-2013 findings and develop strategy to address identified needs.	10/1/13	11/1/13	Dr. Riggle, Dr. Williamson, Dr. Wegley, Mr. Pryma, Mr. Etherton, Dr. Cummings		
		b. Review models used by other area schools to support students returning from homebound/hospitalization.	11/1/13	12/31/13	Dr. Riggle, Dr. Williamson, Dr. Wegley, Mr. Pryma, Mr. Etherton, Dr. Cummings		
		c. Develop & incorporate a clinical supervision model to supplement Glenbrook staff.	9/1/13	3/1/14	Dr. Riggle, Dr. Williamson, Dr. Wegley, Mr. Pryma, Mr. Etherton, Dr. Cummings		
		d. Explore options for data warehousing including those available in PowerSchool.	9/1/13	3/31/14	Dr. Riggle, Dr. Williamson, Dr. Wegley, Mr. Pryma, Mr. Etherton, Dr. Cummings		
		e. Develop a plan to expand communication efforts to students & parents regarding school/community resources.	9/1/13	1/1/14	Dr. Riggle, Dr. Williamson, Dr. Wegley, Mr. Pryma, Mr. Etherton, Dr. Cummings		

Student Wellness  
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Goals/Outcome	Initiative(s)	Task	Start Date	Project Completion	Administrative Team Members Responsible	Status	Related Documents
		f. Present recommended solutions to the board for review and possible action.	3/1/14	3/31/14	Dr. Riggle, Dr. Williamson, Dr. Wegley, Mr. Pryma, Mr. Etherton, Dr. Cummings		

Technology  
2013-2014

Goals/Outcome	Initiative(s)	Task	Start Date	Project Completion	Administrative Team Members Responsible	Status	Related Documents
Assistive Technology for Special Education Students	1. Develop a plan for meeting the identified assistive technology needs of special education students.	a. Meet to review current processes and needs to identify weaknesses.	9/1/13	10/1/13	Dr. Riggle, Mr. Thimm, Mr. Bretag, Dr. Williamson, Mrs. Pearson		
		b. Formulate procedures for internal work and communications and for incorporating external agencies	10/1/13	11/1/13	Dr. Riggle, Mr. Thimm, Mr. Bretag, Dr. Williamson, Mrs. Pearson		
		c. Develop written plan for use with D225 staff outlining communications, responsibilities and procedures.	11/1/13	12/1/13	Dr. Riggle, Mr. Thimm, Mr. Bretag, Dr. Williamson, Mrs. Pearson		
		d. Meet with identified staff to implement the written plan.	12/1/13	2/1/14	Dr. Riggle, Mr. Thimm, Mr. Bretag, Dr. Williamson, Mrs. Pearson		
	2. Develop a Plan for Record Retention and Data Storage	a. Identify long-range needs for record retention.	9/1/13	12/1/13	Dr. Riggle, Dr. Caliendo, Mrs. Siena, Dr. Williamson, Dr. Ptak		

Technology  
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Goals/Outcome	Initiative(s)	Task	Start Date	Project Completion	Administrative Team Members Responsible	Status	Related Documents
		b. Develop specifications for advertisement to potential vendors.	12/1/13	2/28/14	Dr. Riggle, Dr. Caliendo, Mrs. Siena, Dr. Williamson, Dr. Ptak, Mr. Thimm		
		c. Screen and select a vendor to recommend to the Board of Education.	3/1/14	5/30/14	Dr. Riggle, Dr. Caliendo, Mrs. Siena, Dr. Williamson, Dr. Ptak, Mr. Thimm		
		d. Develop a plan and timeline to begin retention work.	5/30/14	6/30/14	Dr. Riggle, Dr. Caliendo, Mrs. Siena, Dr. Williamson, Dr. Ptak, Mr. Thimm		