

# \* NOTICE \*

## AGENDA

### SPECIAL MEETING OF THE TRUSTEES OF JEFFERSON HIGH SCHOOL DISTRICT # 1

*\* 6:00 p.m. April 10, 2012 \**

A. *Call to order*-Chairperson

B. *Announcements and Public Comment. THE BOARD WELCOMES AND ENCOURAGES PUBLIC COMMENT. ANYONE WISHING TO ADDRESS THE BOARD IS ENCOURAGED TO DO SO WITH THESE STIPULATIONS:*

1. The Board may limit the amount of time for comment if they become extensive.
2. If the speaker begins to infringe on the right to privacy of another, the Board may interrupt and end the comments on that issue.
3. Even if the comments are entirely appropriate, the Board will not take any action on them at this meeting. To insure that others who want to address the same issue have the opportunity to do so, the item may be placed on the agenda of a future meeting.

C. *New Business.*

1. Mill Levy Discussion
2. Strategic planning.

D. *Adjournment*

BOARD CHAIR-APPROVED AGENDA ITEMS ARE DUE IN THE DISTRICT OFFICE BY THE LAST FRIDAY OF THE MONTH PRIOR TO THE BOARD MEETING.

### **Board Objectives**

Goals submitted by the board members are as follows:

Foster community spirit.

Build teacher relationships.

Increase attendance of board members at teacher meetings.

Finish meetings before 9:00 p.m.

### **School Goals:**

1. Increase math scores
2. Increase reading scores
3. Design and implement a culture of academic excellence at Jefferson High School.

### **Seven Correlates of Effective Schools**

1. Instructional Leadership
2. Clear and Focused Mission
3. Safe and Orderly Environment
4. Climate of High Expectations
5. Frequent Monitoring of Student Progress
6. Positive Community-School Relations
7. Opportunity to Learn and Student Time on Task

*All board meetings are generally held in the Jefferson High School Library, on the third Tuesday of each month at 6:30 p.m. (Exceptions often occur in May and August to follow legal requirements.)  
For updates, call the district office at 225-3740.*

**Jefferson School District  
School Board Planning Session  
March 22, 2012**

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**Plans for our next meeting – Tuesday, April 10, 6:00-9:00 pm:**

1. Mill levy action plan (?)
2. Strategic planning, meeting #2:
  1. Review draft Mission and Vision Statements.
    - a. Review and improvements editing, and decision
    - b. Next steps – opportunity for teacher and staff input, community input?
  2. The future possibilities for our work, the beginning of our strategic directions
    - a. What do we recommend we devote time to as a District (Board and staff time)? What activities and approaches will effectively help us achieve the vision we just named? This is a brainstorm, so the more ideas the better. This is not a time to be realistic as much as name what we think needs attention and investment – and our time and expertise.  
Brainstorming rule: Start each idea with an action verb such as educate, train, collaborate, implement, provide, assist, transfer, organize, facilitate, order, consume, expand, join, take, bring, invite, train, remove, move, deliver, empower, assist, direct, request, lobby, build, move, choose, send, etc.
    - b. Analysis of the possibilities
    - c. Careful choices of what rises to the top, a reasonable list of strategic directions

**Strategic planning, meeting #3:**

3. The details for each of our strategic directions
  - a. Why is this important? Who benefits?
  - b. What outcomes are we striving to achieve? What results are we working toward? What does success look like?
  - c. What specific small and large actions make sense to commit to make the success a reality?
  - d. What benchmarks will we use to ensure there is progress and steps toward the success we named? Let's include dates over the next two years.
  - e. Commitments: Who will be responsible? What committees and/or staff?

c. Increase attendance of Board members at teacher meetings.

I. What has gone well? What have we accomplished or progress have we made? What are we proud of?

– We haven't done this.

II. What didn't go or hasn't gone quite as we hoped or isn't completed yet? What gaps can we identify?

– We haven't done this.

d. Finish Board meetings before 9:00 pm.

I. What has gone well? What have we accomplished or progress have we made? What are we proud of?

– We have accomplished this for the most part.

II. What didn't go or hasn't gone quite as we hoped or isn't completed yet? What gaps can we identify?

– We have accomplished this for the most part.

**2. Strategic plans, what we're striving for**

a. What are the characteristics of a good, helpful, useful School District strategic plan?

- It will be a road map.
- It will give us directions.
- It will be precise, and not vague.
- It defines who is responsible for specific tasks.
- There will be clear roles.
- Goals will be measurable, both on the short-term and longer time line.
- The goals are realistic and do-able.
- Accountability and follow-through will be thought-through and planned.
- Hundreds of ideas will be invited, but boiled down to a reasonable number of priorities.

b. What should we avoid producing with our School District strategic plan?

- A huge document.
- One that is too broad.
- One that is too idealistic or unrealistic.
- One that is too costly to implement.
- One that is never truly utilized.



#### **4. Our vision for the future and draft Vision Statements to consider**

##### **a. Brainstorm questions:**

- What results do we want to tangibly contribute to, for and with our students, administrators, staff and community? What successes do we want to be able to point to that can be attributed specifically to our School District?
- What outcomes and accomplishments will make us very, very proud?
- In an ideal world, what will our School District accomplish in the next ten years? Ideally, what will our work achieve? What will be better as a result of the presence and work our organization?
- If we had unlimited resources of time and money and anything else we need to do our work very, very well, what results will we or could we be responsible for?
- Imagine a history book about the School District is written in the year 2020. What will it say about the District's tangible accomplishments and successes over the next ten years?

##### Brainstorming Group #1:

- Scholastic achievement; our students test high, in the top 20% nationally in math and English.
- Ninety percent of our feeder schools student base come to Jefferson High School.
- There is high student participation in all our activities, at least 90% of the student body.
- All staff work well together toward common goals. We are the preferred school for students to learn and teachers to teach.
- The building and grounds are well groomed, and the appropriate areas are paved.
- We take credit cards; we make paying fees as easily as possible.
- We have the funds necessary to have a balanced budget.

##### Brainstorming Group #2:

- Every student has their own laptop (or whatever technology makes sense) to help them succeed.
- Jefferson High School is in the top 25% academic rankings, and in our graduation rates.
- Our Counties are pulled together.
- The majority of kids who can, attend our High School.
- Participation in our student activities continues to grow.
- Desire of teacher for longevity and commitment.
- Sports, activities, and programs are stable.
- Staff are paid well.
- Our students experience high college graduation rates.
- The community knows and believes JHS is an excellent school.
- High positive County involvement; school heart of the community.
- Instruction incorporates best proven practices.
- Be able to meet diverse needs of kids.
- Adequately funded.
- Bullying and other negative social experiences are rare occurrences.

### c. First draft Vision Statements

#### Students:

- Achieve admirable test scores and graduation rates that are competitive <sup>internally</sup> statewide;
- Graduate with a plan for life that they feel well equipped to pursue;
- Choose our school over other options because of our solid reputation;
- Feel happy, challenged, safe and supported throughout their time here;
- Appreciate and fully engage in our activities that augment our core curriculum; and
- Have access to technology that enhances their learning opportunities.

#### Teachers:

- Actively support students with their time, attention and obvious commitment;
- Have the tools and resources necessary to do optimal work;
- ~~Are satisfied with our pay structure;~~ <sup>are proud to work here</sup>
- Are committed to continuing education and the use of best practices;
- Look at our District as a long-term career commitment; and
- Feel heard, involved and honored by the Board's decisions and plans. <sup>proud of their contribution</sup>

#### Our Administration and Board

- Establish, devote themselves to, and evaluate their priority goals on a regular basis; and
- Work as a collaborative team to make decisions that always focus on what's best for students, teachers and our community.

#### The community:

- Is knowledgeable of and highly respects our commitment to excellence; and
- Supports our work in many ways – their time, funds, levy votes, ideas, and enthusiasm about our students and their activities.

(Vision statements name the results we are seeking, the outcomes of our work, the optimal world we want to create. They are intentionally spoken in the present tense for the power and positive attitude it conveys, versus "We will ..." They are not achievable next week; they require long-term commitments.)



- The growth in Freshmen classes we are seeing; there is a three-year growth trend.
- The average stay of a Superintendent is two years. There is a potential for changes that destabilize the District.
- A retirement wave of staff is anticipated.
- We are challenged to find qualified math and chemistry instructors.
- Preparedness and prior success of the 8<sup>th</sup> graders coming here.
- Test scores and graduation rates are rising nationally.
- Our success in attracting Clancy and Montana City youth is growing and moving in the right direction.
- The Montana City school population is growing. Clancy's did decline, but now is growing again with people moving to the area.
- Parents decide to send their kids to Helena.
- The cuts in sports' teams in the Helena Middle Schools.
- The recruitment that takes place by Helena coaches and schools. Their staff attends games, makes phone calls, and invites students to sports camps.
- The two Helena High Schools are big; our student size is 300.
- We have struggled with standardized test scores. Helena schools are, as well.
- Our test scores are swayed because we have fewer numbers to even it out.
- Have we ever mailed packets to parents making the decision of what school to send their child, while the child is in the 6<sup>th</sup> or 7<sup>th</sup> grade? Parents either don't know the value of our school and programs – or prefer to have their kids in the town where they go to and from work.
- We will never have all the opportunities the Helena schools can offer.
- We don't market what we do have to offer.
- The question of whether people will be able to continue living in Montana, with jobs and affordable gasoline.
- The perception that Boulder is all about corrections, social services, and facilities.
- The aging of the population.
- Zero sales tax.
- Fixed incomes.
- The needs for technology and our ability to keep up with it. Lots of families in our school have little or no access to the internet.
- The need for larger and larger internet access systems and need for computers for each student, plus maintaining and replacing them.
- Statewide plans for funding computers for every student.
- One day soon, there will be no hard copy text books.

complete transparency.

- Jim will immediately write a memo to notify staff about this plan and explain that filling the current needs and gaps (in teaching/counseling positions) is the priority (versus displacing any current staff.)
- Qualified applicants may not be satisfied with the salaries we are offering. Ideas to overcome this:
  - We can attend the University of Montana and Montana State University teacher fairs.
  - We can consider internships.
  - We can advertise and recruit nationally.
  - We will carefully compose the recruiting information to make the jobs as appealing as possible.

III. Our Decision: Proceed with this proposal.

**7. Overall planning process outcomes:**

1. A vision of success, naming exactly what we want the District's future to look like and be like, and have as results for our students and community.
2. Identification of the District's priority strategic directions or goals for the District to accomplish.
3. Details to ensure follow-through and accountability for each priority strategic direction or goal.

**8. Standards for good decisions in this process**

Any decisions we make must have these criteria:

- A student-focus, what is in their best interest(s); and
- A demonstration of support of our administration and teachers.