

2018-19 PPS Board & Admin Shared Workplan (Quarterly Calendar)

Current Mission Statement: Every student by name, prepared for college, career and participation as an active community member, regardless of race, income or zip code.

High-Level Priorities & Shared Objectives: Together, Board of Directors and District Administration will:	Board/ Admin Role	Quarter 1 (July- September)	Quarter 2 (October- December)	Quarter 3 (January- March)	Quarter 4 (April- June)	Quarter 1 (July-September)	Desired Year-End Outcomes:
1. Exercise effective governance and leadership. Develop, with stakeholder input, an aspirational vision and high-leverage strategic plan for the school system.							
1a. Vision Development: design and implement a visioning process and co-construct with community stakeholders a clear and forward-thinking vision for PPS that defines what it means to be diploma-ready for college, career, and life.	Board	Begin design of visioning process; provide direction and dedicated work session time.	Select Guiding Coalition (GC). Review community engagement process. Hold and participate in first GC and community engagement sessions.	Convene Guiding Coalition sessions #2 & #3, continue community engagement sessions, and plan learning journeys.	Board Work Session; display Community Installation, Draft of Vision underway. Vision delivered; Board approval; published and communicated to community.		Together with a cross-section of community stakeholders, collectively develop, produce, and communicate an aspirational Vision for PPS that describes the school system of the future and the student skills and outcomes we desire.
	Admin (Soden & JG)	Select visioning consultants. Launch, staff and manage Core Team meetings and process.	Develop proposed Guiding Coalition (GC) list and community engagement processes for Board and Core Team review. Schedule and invite GC members and plan engagement events. Hold first GC session on Dec 7- 8.	Guiding Coalition sessions #2 & #3, continue community engagement sessions, and plan learning journeys.	Draft preliminary Vision documents and communication planning. Communicate final Vision via multiple channels to a broad and diverse set of audiences		
1b. Strategic Plan Development: construct a coherent district strategic plan that identifies a clear theory of action, change objectives and high-leverage strategies for all levels of the organization.	Board	Adequately fund Strategic Planning Process		Define draft broad parameters and values for Strategic Plan, informed by Visioning process.	Refine broad parameters and values for Strategic Plan (SP), informed by Visioning process. Work with staff to ensure alignment of SP with vision/values/priorities; Provide oversight rose to ensure internal consistency of SP Budget for plan implementation.	Calendar SP evalutiaon.	Development of an outline of a multi-year strategic plan aimed at building a district organization that performs its core functions at gradually higher-performing levels and with this foundation, begins to operationalize towards the stakeholder-identified vision for PPS.
	Admin (GG & SLT)		Develop and establish interim division-level work plans	Begin outlining district-level strategic plan and refine more specific department-level work plans.	Continue refining district-level strategic plan elements, given available SY2019-20 resources; identify initial performance and capacity-building targets.		
1c. Superintendent Evaluation: provide support and oversight of the Superintendent.	Board of Education		Complete Superintendent evaluation for 2017-18. Set and formally approve Superintendent goals for 2018-19.	Review and provide Superintendent mid-year progress report.	Conduct performance review and complete SY2018-19 Superintendent Evaluation, including contract review. Reach agreement on SY2019-20 Superintendent Goals.		Provide PPS Superintendent the support and oversight, and demonstrate the leadership, to effectively lead the school system and improve student outcomes.
	Admin (GG)		Develop draft Superintendent goals for SY2018-19.	Prepare and share mid-year progress report towards goals.	Prepare and submit Superintendent's year-end reflection on progress towards goals. Develop proposed Superintendent Goals for SY2019-20.		

<p>1d. School Board Governance: Develop and lead student-centered, accountable, transparent, effective and professional Board governance structures and supporting operations.</p>	<p>Board of Education</p>	<p>Decide 2018-19 Board leadership and meeting structure; other Board appointments.</p> <p>Establish Policy & Governance Committee, process, and calendar for comprehensive review.</p> <p>Identify policies to update: 1. Access to District Records Policy; Sexual Education Policy; 2. Professional Staff and Student Conduct; 3. Preservation, Maintenance, and Disposition of District Real Property Policy.</p> <p>Identify policy rescissions: 1. Public Information Program; 2. Teacher Transfers; 3. Non-contractual Grievance Procedure; 3. Recommendations on Employment of Relatives.</p> <p>Revise McKinney Vinto Adoption policy.</p> <p>Plan and participate in Board & ELT retreats #1 and #2.</p>	<p>Explore collaboration with other MESD Boards re: shared legislative agenda and other issues of importance.</p> <p>Appoint remaining Board committees (Audit and Legislative Task Force).</p> <p>Continue work reviewing and prioritizing the revision of Board policies.</p> <p>Receive update on non-compliance issues (Division 22).</p> <p>Approve process for Franklin mascot/nickname.</p> <p>Plan and participate in Board & ELT retreats #2 and 3.</p>	<p>Review of 1st and 2nd quarter Board work and governance structure conversation.</p> <p>Mid-year leadership vote.</p> <p>P&G Committee to kick off 18-month work plan with OSBA. Committee begins work with OSBA on review (Jan to July).</p> <p>Ongoing policy review and updates.</p> <p>Division 22 compliance report approval.</p> <p>Review and consider recommended changes to district student discipline policy.</p> <p>PPS staffing data: trends; strategies to continue to diversify the work force. Convene Board and ELT Retreat #3</p>	<p>Continue policy review and updates.</p> <p>Convene year-end Board & ELT retreat.</p> <p>Develop SY2019-20 Board calendar.</p> <p>Determine SY 2019-20 leadership structure.</p> <p>Begin developing SY 2019-20 goals.</p>		<p>The broader PPS community is provided with the student-centered, effective and professional governance, policy-making and leadership, coherently working towards the goal of improved performance of the school system and more improved equitable outcomes for all students.</p>
	<p>Admin (Large & Soden)</p>	<p>Plan and participate in Board & ELT retreat #1.</p> <p>Design joint 2018-19 Board/SLT work plan.</p> <p>Coordinate and communicate outcomes of weekly Board agenda setting meetings (year-long).</p> <p>Staff Policy & Governance Committee (year long).</p>	<p>Plan and participate in Board & ELT retreats #2 and 3.</p> <p>Refine and finalize joint 2018-19 Board/SLT work plan.</p> <p>Develop proposal and implementation process, in coordination with OSBA, for policy updates.</p> <p>Complete ADs for 2017-18 policy updates and communicate to stakeholders.</p> <p>Revise and communicate ADs for 2018-19 policy updates.</p>	<p>Plan and participate in Board & ELT quarterly retreat (#4).</p> <p>Begin OSBA policy review (Jan to July and beyond).</p> <p>Identify policies to revise, including: 1. Racial equity and social justice; 2. staff and/or student discipline. Revise and communicate to stakeholders updates to associated ADs.</p>	<p>Plan and participate in Board & ELT quarterly/year-end retreat (#5).</p> <p>Continue revision of policies and corresponding ADs; communicate to stakeholders.</p>		
<p>1e. Identify and implement state, local and federal legislative and advocacy priorities, partners and strategy</p>	<p>Board of Education</p>	<p>Discuss legislative priorities and intergovernmental relations.</p> <p>Board position and advocacy on ballot measures.</p>	<p>Adopt legislative agenda and create plan for advocacy on priority legislative areas.</p> <p>Explore collaboration with other MESD Boards re: shared legislative agenda.</p> <p>Appoint Board Legislative Committee.</p>	<p>Ongoing advocacy for local option referral.</p>	<p>Ongoing advocacy for local option referral.</p>		<p>PPS legislative, policy and budget priorities will be understood and supported at state, local and federal levels, allowing PPS to continue efforts to improve conditions and achieve stated outcomes for students in an equitable manner.</p>

	Admin (Soden)	State: Develop and present draft 2019 state legislative priorities for Board consideration. Develop and implement strategy for Whitehurst bills: identify ORS changes, initiate Board and stakeholder/advocate outreach; submit draft concepts to LC; obtain bill sponsors. Participate in state school fund discussions and strategy. Hire lobbying contractor. Local: Identify summary of policy and funding issues underway and/or to be discussed with City and County partners; convene internal staff team to develop strategies.	State: Present final legislative priorities to Board for adoption. Participate and lobby Whitehurst bills at Legislative Days with Board participation. Plan and participate in MESD-area legislative reception. Local: Present PPB MOU/IGA for Board and City Council approval. Develop plan to resolve outstanding IGA issue with PBOT; update Board. Develop exception language for BDS/City Council consideration; update and enlist advocacy support from Board.	State: Advocate for PPS legislative policy and funding priorities throughout legislative session, coordinating with Board Legislative Task Force and providing bi-weekly updates to the Board. Local: Finalize agreement with PBOT re IGA. Implement City Council strategy to revise land use codes relating to schools. Initiate ongoing budget discussions with County to identify shared funding priorities.	All levels: Ongoing advocacy; updates to the Board. State: Summarize outcomes and impact of state legislative session. Monitor local option levy campaign activities.		
High-Level Priorities & Shared Objectives: Together, Board of Directors and District Administration will:	Board/ Admin Role	Quarter 1 (July- September)	Quarter 2 (October- December)	Quarter 3 (January- March)	Quarter 4 (April- June)	Quarter 1 (July- September)	Desired Year-End Outcomes:
2. Create safe and supportive learning environments and the equitable opportunities to ensure all students meet academic milestones.							
2a: School Support & Supervision: to ensure improved educational programming and outcomes, especially for historically underserved students, build stronger management structures, develop differentiated school support plans, and integrate new ODE accountability measures.	Board	Understand new Oregon student outcome and school accountability measures, as well as ESSA School Report Card system.	Recieve Division 22 update and assess Admin plan on getting into compliance with all standards and needed policy or resources. Admin/Board review HS data (GPA, CTE classes, IB/AP/dual credit, ACT scores) and the IB/AP Student Bill of Rights.	Set clearly defined goals for all our students to have equitable access to college and career prep. Resources identified in the budget to support school supports and interventions.	Assess and review system alignment and progress to the goals.		Develop and begin to implement a differentiated school support and intervention system that will improve the capacity and conditions at schools to accelerate improved student outcomes, especially for historically underserved students. Preparation of a SY2019-20 budget proposal that will support improved school supports and interventions. Development of a ODE-approved LEA plan for ESSA CSI/TSI identified sites. Develop an Instruction and School Communities work plan to ensure system alignment. Develop an instructional comprehensive communication plan to keep all levels of the organization informed about the instructional work. Develop data protocols for informing our work. Develop knowledge, skills and dispositions of DISCO leaders to build the infrastructure necessary to implement our core. Develop racial equity and social justice framework. Develop system development literature base.ESL
	Admin (Curtis, Cuellar, Valentino & Martinek)	<ul style="list-style-type: none"> Identify new principal supervisors and a reorganized Office of School Performance under an experienced Chief of Schools. Assess the conditions in school communities to inform the development of tiered support plans utilizing a number of data points. School visits prioritized by school need and include student council rep at HS sites. Launch SY2018-19 school leader professional development with a planned leadership Institute in August, followed by a monthly syllabus of leadership development and feedback opportunities. Review SBAC outcomes. Provide Oregon ESSA School Report Card overview. 	<ul style="list-style-type: none"> Continued focus on development of school improvement plans for CSI and TSI schools; meet with ODE to review requirements. Continue providing regular feedback to site leaders and differentiated support to CSI, TSI and Title I schools. Monthly professional development sessions focused on instructional leadership to principals. Continue to develop the system-level infrastructure support and intervene with available resources. Continue to develop leadership development model that ensures having a robust leader pipeline 	<ul style="list-style-type: none"> Preparation of a SY2019-20 budget proposal to resource identified school supports and interventions, including for Extended Learning opportunities (i.e. summer programming). Complete comprehensive instructional communication plan. Complete data protocols for informing our work and the budget for the 2019-20 school year. Develop 2019-20 School Calendar recommendation. PPS Vote on High School Instructional Hours. 	Assess and review system alignment and progress to the goals.		
2b. Racial Equity & Social Justice: develop and update Racial Equity Policy; develop and implement culturally-specific efforts strategies.	Board of Education			Review current policy. Review and provide oversight for staff framework for updated plan. Identify potential budget impacts. Use the Equity Policy as the lens for board decisions and actions.	Amend (if necessary) current policy. Monitor staff progress. Budget for plan implementation. Use the Equity Policy as the lens for board decisions and actions.	Review completed plan. Calendar for annual evaluation. Use the Equity Policy as the lens for board decisions and actions.	Progress will be measured against the accomplishment of the following goals: Work to evolve PPS Equity and Social Justice practices to a comprehensive, defined framework with clear system-wide equity and social justice

	Admin (GG, Ledezma, & Martinek)	<p>Develop Racial Equity & Social Justice work plan to address the following goals:</p> <p>Work to evolve PPS Equity and Social Justice practices to a comprehensive, defined framework with clear system-wide equity and social justice actions and measurable results that lead to improved outcomes for all students.</p> <p>Refine the PPS decision support tool (Equity Lens) and corresponding protocols that lead to measurable positive impacts for students.</p> <p>Update the PPS Equity and Social Justice policy to reflect new framework.</p> <p>Recommend staffing and investment strategies to accomplish PPS Equity and Social Justice framework.</p> <p>Coordinate and align E/SJ framework with PPS Visioning and subsequent Strategic Planning processes.</p>	<p>Commence RESJ Plan: Phase I: Bright Spots Discovery - Establish four temporary RESJ Teams:</p> <ol style="list-style-type: none"> Teaching and Learning; Student Led Initiatives Community Partnerships; Talent Diversity <p>ID national best and promising RESJ practices and programs and gather information</p> <p>Develop comprehensive RESJ Catalog of successful programs, practices and people</p> <p>Share RESJ Catalog with SLT</p> <p>Coordinate information gathering with PPS Visioning process and leverage respective activities</p> <p>Deliverables:</p> <ol style="list-style-type: none"> RESJ Catalog RESJ Temporary Teams: Teaching and Learning, Student Led Initiatives, Community Partnerships Talent Diversity 	<p>Continue RESJ Plan Work: Phase II: Review and Analysis: Using adapted appreciative inquiry process, continue to discover by reviewing and analyzing RESJ Catalog in SLT and the temporary RESJ teams:</p> <ol style="list-style-type: none"> Teaching and Learning; Student Initiatives; Community Partnerships Talent Diversity. <p>Identify data sets and information to inform analysis. Identify the causes and conditions for success and analyze opportunities and challenges to leverage existing levers at relevant stages of organizational change at PPS.</p> <p>Draft Timeline: December - January 2018</p> <p>Activities: Schedule and develop agendas for weekly team meetings (3)</p> <p>Present updates at weekly SLT meetings and provide opportunities for SLT review and analysis</p> <p>Develop review framework in collaboration with team members (3)</p> <p>Review progress from PPS 5 Year Racial Equity Plan and corresponding data</p> <p>Review progress of ODE African American and Native American Student</p>	<p>Continue RESJ Plan Work: Phase V: Update Racial Equity and Social Justice Policy: Make recommended updates to existing PPS Racial Educational Equity Policy for adoption by PPS School Board.</p> <p>Draft Timeline: April 2019</p> <p>Activities: Draft recommendations for updated policy Follow board policy process Deliverables: A. Adopted RESJ Policy Update</p>		<p>actions and measurable results that lead to improved outcomes for all students.</p> <p>Refine the PPS decision support tool (Equity Lens) and corresponding protocols that lead to measurable positive impacts for students.</p> <p>Update the PPS Equity and Social Justice policy to reflect new framework.</p> <p>Recommend staffing and investment strategies to accomplish PPS Equity and Social Justice framework.</p> <p>Coordinate and align E/SJ framework with PPS Visioning and subsequent Strategic Planning processes. Include student voice and student engagement activities to ensure the inclusion of underrepresented groups.</p>
2C. Academic Programming: place a key focus on Curriculum, Instruction, & Assessment towards the goal of ensuring all students have access to a rigorous, equitable educational opportunity, with a particular attention to the middle grades experience.	Board of Education	Provide initial CTE status overview	<p>Review current status of PPS CTE Programming.</p> <p>Review Assessment Framework and status of implementation.</p>	Update to Board on grade retention.	<p>Update on GVC implementation</p> <p>CTE recommendations.</p> <p>Analysis of OTL Budget</p>		<p>Observable and Measurable</p> <p>Site administrators and teachers are better prepared to transition to the delivery and supervision of the Guaranteed and Viable Curriculum.</p>
	Admin (Yvonne, Luis & Brenda)	<p>Prepare and offer summer PD opportunities in various content areas for teachers and principals.</p> <p>Develop initial SY2018-19 districtwide teacher PD plan.</p> <p>Introduce MAP formative assessment.</p> <p>Introduce Improvement Science Framework Initiate CTE Master Plan development Present CTE overview to BoE focused on standards and pathway placements across HSs.</p> <p>Initiate and develop work plan goals in TAG (including ACCESS) and SpEd (including Pioneer) under new district leadership.</p> <p>Reimagine Visual and Performing Arts Complete Ethnic Studies Draft Curriculum</p>	<p>Continue teacher PD on GVC, MTSS and EBBL; develop FAQ w/ PAT.</p> <p>Continue developing CTE portfolio recommendations to inform design & partnerships at Benson & Roosevelt; present to BoE.</p> <p>Initiate ethnic studies curriculum development.</p> <p>Ensure steps taken towards addressing LAU Plan and HB3499 ESL.</p>	<p>Initiate arts master plan work</p> <p>Update on Improvement Science Framework</p> <p>Prepare CTE progress report,</p> <p>Literacy Adoption Update, and TAG Plan and SPED supports.</p> <p>Board and Admin: Create multi-year plan with timelines to have all students receiving an equitable and rigorous middle grades experience; timelines, milestones and accountabilities set.</p>	<p>Complete draft of Ethnic Studies</p> <p>Complete training plan for progress monitoring tool to be completed by next school year</p> <p>Complete draft of Environmental Justice curriculum</p> <p>Complete draft of SB 3499 expectations</p> <p>Complete initial draft of PK - 20 goals and objectives</p> <p>Complete initial plan for the realignment of middle and high school core curriculum, CTE, AP, and IB to reflect rigorous college admissions and career industry standards</p> <p>Complete initial implementation of health and physical education</p>		<p>Development and implementation of a comprehensive districtwide student assessment system to more effectively monitor student progress and growth over time.</p> <p>Implementation of cycles of continuous inquiry and improvement across pilot schools and central offices, to iterate our professional capacity in support of the charge we have been given</p> <p>Development of final draft of Arts Master Plan in alignment with PPS and Portland's vision of visual and performing arts integration across the City of Portland</p> <p>Initiation of integrated language supports implementation (DLI, ESL, etc.) to better address the needs of our English language learners</p> <p>Implementation of SB 3499 expectations (ESL Bill) to more effectively address the needs of our English language learners</p> <p>Development of initial PK - 20 goals and objectives, in alignment with the vision of establishing a "P - 20 District"</p> <p>Realignment of College and Career programming in core curriculum, CTE, AP, and IB to reflect rigorous college admissions and career industry standards</p> <p>Full implementation of health and physical education</p>

<p>2d. Safe and Supportive Learning Environments: improve overall student safety and wellness, including implementation of all recommendations from the Whitehurst report.</p>	<p>Board</p>	<p>Monitor and support ongoing Whitehurst implementation by staff; advocate with policymakers.</p>	<p>Policy development with stakeholder input. Update associated policies (Professional Conduct, Field Trip). Decide on PAT contract re-opening on related topic areas. Advocate for related Legislative initiatives.</p>	<p>Continue advocacy for related legislative initiatives. Provide input on Student Discipline policy revisions.</p>	<p>Continue advocacy for related Legislative initiatives. Approve Student Discipline Policy</p>		<ul style="list-style-type: none"> • All recommendations from the Whitehurst investigation are on track, resulting in increased student safety through enhanced training/awareness and reporting of student safety-related issues. • Participation rate of the Successful Schools Survey is 50% for students and 30% for parents • Data collected from Rapid Response Team, SEL pilot schools, MTSS cohort one, successful school climate survey, MH supports and Threat assessment data will help to determine baseline year for creation of goals for: <ul style="list-style-type: none"> o Increased student participation through attendance rates o Higher ratings on surveys in regards to students feeling safe and supported in school o Implementation of MTSS systems in cohort one o Decrease in suspensions/expulsions o Decrease in Rapid Response Team referrals o Increase in REAHL supports provided to students o Increase in student engagement activities
	<p>Admin (Soden, Martinek, Cuellar & Reese)</p>	<p>1st quarterly report to Board: 1. Training - online mandatory training updated; in-person admin training held; other employee groups planned 2. Ongoing Title IX director recruitment 3. Refine scope and selection of incidence reporting software systems 4. Initial legislative concepts discussed, refined, and strategy developed; identified legislative sponsors. 5. Continue refining updates to Staff Professional Conduct policy through Policy & Governance Committee. 6. Hire staff for MTSS department. 7. Provide MTSS overview with principals in conjunction with C&I. 8. Launch pilot sites for SEL (social emotional learning) curriculum. 9. Coordinate and launch REAHL continuum of care to include additional MH contract supports and QMHP support for students in residential facilities 10. Plan to provide Student Threat Assessment training for all K-5, 6-8 and K-8 schools 11. Fully staff Rapid Response Team for behavioral supports in schools. 12. Review SPED programs / funding and supports needed for students on IEPs a. Implement ABA contract for students in need and on IEPs . Hire staff for MTSS department.</p>	<p>2nd quarterly report to Board: 1. Training updates; Completion date for all employees regarding the virtual training modules (10/31/2018). Central Office Investigations Training will be conducted (11/16/2018). Investigations Training will be conducted for all school administrators (12/13/2018). Planning for volunteer and contractor trainings. 2. Ongoing recruitment of Title IX Director and new SIRC Coordinator position under recruitment 3. Complete software vendor onboarding 4. Description of legislative fixes and strategy; review legislative concepts drafted by LC Co-plan with Board elements of PAT contract opener. 5. Continue revisions to Staff Professional Conduct policy through the Policy & Governance Committee. 6. Refine and finalize Title IX resource page on PPS website. 7. Create new department of Student Engagement and Community Partnerships under the OSSS. 8. Develop SEL workgroup to review pilot programs/data and meet with admin for feedback. 9. RFP for data collection tools for MTSS roll out 10. RFP for MTSS training in cohorts 11. Review pilot sites for SEL (social emotional learning) curriculum. Recommendations for SEL curriculum for all K-5 and K-8 schools - align with C&I. 12. Extracurricular Activities Offerings and Fees Review 13. Semester update on Counseling and High School M98 Success Plan. 14. Create a discipline policy review committee. 15. Roll out Successful Schools survey to all 5,7,10th grade students and all families</p>	<p>3rd quarterly update to the Board. 1. Recruitment/onboarding of new Title IX Director and transition Title IX to the Office of Student Support Services 2. Recruitment/onboarding of new SIRC Coordinator. 3. Completion date for all face to face trainings Refine and implement plan to train contractors and volunteers. 4. Develop and implement training for new incident tracking software (Origami). Continue planning for PAT contract opener. 5. Pursue passage of Whitehurst bills during legislative session. 6. Provide Board an update on MTSS roll out and Restorative Practices work. 7. Begin PD in cohorts for MTSS / data collection tool. 8. Receive Successful Schools Survey results and train school admin in how to interpret the data. Provide update to board. 9. Finish review, create and begin to implement SPED procedures for para assignment, placement options and complaint process within SPED Department. 10. Decide on next set of schools for SEL roll out and begin pre-meetings with selected principals. 11. Implement curriculum training for REAHL/ health-related curriculum for all health teachers in 6-8 grades. Begin training plan for all K-5 teachers for following year. (If SAMSHA grant is approved)</p>	<p>4th quarterly update to the Board. 1. Complete implementation of significant/employee incident tracking system (Origami) and make budgetary recommendations to support data tracking, filing and management. 2. Continue training for contractors and volunteers. PAT contract opener meetings and discussions. 3. Pursue passage of Whitehurst bills during legislative session. 4. Semester updates on Counseling and High School M98 Success Plan. 5. Make budgetary recommendations for support year two of the REAHL work, 6. Training scheduled for administrators on new discipline policy 7. Print & publish updated Student Discipline Handbook, including updated discipline policy. 8. Ensure all STAT and SIRC training has been completed for all schools and develop PD plan for new employees to receive the training. 9. Recommend increased supports for SEL implementation of PA / TOSA for coaching and mentoring schools/admin 10. Recommend SPED budgetary funding and supports needed for ABA, inclusive practices, support of special classrooms and for students with increased behavioral and/or safety and health issues 11. Use Successful Schools Survey to set school climate goals for schools and for student and family engagement activities 12. Complete PD plan for MTSS roll out with 2nd cohort for fall and full training plan for data tracking system.</p>		
<p>2e. Student Voice & Leadership: promote student & family voice and supports; expand student leadership opportunities, including support of District Student Council activities; develop/ update Student Representative Policy</p>	<p>Board</p>			<p>Continue work on comprehensive revision of Student Representative Policy</p>			<p>Create and implement a new department of Student engagement and Community Partnerships in order to improve student and family engagement opportunities</p>

	Admin (Martinek/ Ledezma / Cameron)	<p>Launch new Office of Student Support Services (consolidate health, special education, counseling...).</p> <p>Include student panel and performers at Leading & Learning Together" leadership Institute.</p> <p>Implement "Shadow-A-Student in September" opportunity.</p>	<p>Present annual Ombudsman Report to the Board.</p> <p>Launch department-level staff team focused on student leadership.</p> <p>Present to BoE student climate survey for implementation in January.</p> <p>Develop new student engagement and community partnerships dept.</p> <p>Communicate to families and students in order to help create a plan</p> <p>Hold Student Leadership Conference</p>	<p>Develop Student and Family Engagement Plan. Hold first family resource night for students and families suffering from mental health and addiction issues. Include suicide prevention resources as well.</p>	<p>Develop budget for student engagement department to include support for GSA, Black, Gifted and Talented and Latino among other events, activities and advocacy efforts.</p>			
2f. Building Community Trust: through transparency, stakeholder engagement and effective communications channels	Board		<p>Promote district key messages in conversations, interviews and social media communications</p> <p>Participate in community engagement opportunities (Visioning, Benson campus stakeholders, etc.)</p>	<p>Participate in briefings to roll out media protocol and participate in media training available to board members</p>	<p>Vote on new Franklin mascot</p>		<p>Board members are equipped with accurate, timely information to share with constituents.</p> <p>Board amplifies PPS stories and amplifies messages highlighting progress and accomplishments and commitments to continuous improvement.</p> <p>Significant and impactful district decisions are informed in advance by community input and communities and the general public are informed about how their input was used.</p> <p>Key stakeholders are informed and equipped with timely accurate information on critical issues.</p> <p>Local media coverage shifts to fair and balanced reporting of newsworthy topics and the community is receiving accurate reports about district achievements in teaching and learning and highlighting student outcomes.</p> <p>Fulfill all requirements associated with the Meyer Memorial Grant for community engagement in year one.</p> <p>Information is easily accessible to students, parents and community members via PPS owned media channels and collateral materials.</p>	
	Admin (Cameron)	<p>Establish an incident / emergency communications protocol in conjunction with Emergency Services department. Initiate standard process for cascade of information to internal audiences.</p> <p>Improve Language Access for families by establishing a scheduling system for translation and interpretation requests, provide materials for parents and schools to more easily access language access services, ensure library of web forms is translated and available in five languages, and secure interpretation resources for parent/teacher conferences in November.</p>	<p>Recruit and onboard new Public Information Officer and Director of Community Engagement.</p> <p>Develop a communications framework, strategy and key message platform. Implement a content calendar for all communications channels with a focus on highlighting student perspectives, accomplishments in teaching and learning and amplifying the Superintendent's focus areas and priorities to advance the mission of the district.</p> <p>Update brand identity standards and roll out brand guidelines including a library of templates and branded merchandise template.</p> <p>Launch Franklin High School mascot renaming engagement process and evaluate priority needs for school branding and identity.</p> <p>Initiate calendar of internal events to help keep staff informed and provide</p>	<p>Establish media protocol and conduct media trainings.</p> <p>Develop a high level community engagement strategy and identify highest priority community engagement needs across the district. Implement the Meyer Memorial Trust grant for community engagement in crafting this strategy.</p> <p>Engage K-12 experts in social media and web content strategy to develop a plan for enhancing content and improving both communications and engagement through the district's owned media.</p> <p>Identify service level for services provided to central office departments and schools by the CAPE team such for language access, multimedia services and audio visual support and graphic design services. Complete assessment of service level for inclusion in FY20 budget.</p>	<p>Incorporate outcome from visioning process to inform plan for a PPS brand refresh in FY20. With a future step for a complete web redesign in FY21.</p> <p>Superintendent and Board approves new mascot for Franklin High School and design work begins.</p> <p>Launch implementation of short term web content refresh and new web governance.</p>			
High-Level Priorities & Shared Objectives: Together, Board of Directors and District Administration will:	Board/ Admin Role	Quarter 1 (July- September)	Quarter 2 (October- December)	Quarter 3 (January- March)	Quarter 4 (April- June)	Quarter 1 September	(July- September)	Desired Year-End Outcomes:
3. Allocate and align all resources (people, budget and facilities) in strategic and impactful ways to support the continuous improvement of student outcomes.								

<p>3a. District Budget: approve and adopt 2019-20 District Budget aligned to strategic plan; provide financial oversight.</p>	<p>Board of Education</p>	<p>Authorize annual financial resolutions: Banks, Depositories, Deputy Clerks, Clerk and Financial Auditors.</p> <p>Budget process overview.</p>	<p>Approve CBRC Appointments; Approve Investment Policy; Appoint Board Audit Committee members.</p> <p>Review ongoing contract process improvements.</p> <p>Accept CAFR.</p> <p>Receive and assess draft Secretary Of State audit; prepare responses.</p> <p>Approve budget calendar.</p>	<p>Budget Framework (March); Share impacts of Legislative co-chair's budget.</p> <p>Appoint Ex Officio Audit Committee Members; hire internal performance auditors; create Audit Committee work plan for 2018-19.</p> <p>Accept Secretary of State audit and release Superintendent's management response.</p> <p>Quarterly review of management SOS Audit Implementation Plan.</p> <p>Forecast5 demonstration.</p>	<p>Review Superintendent's Proposed Budget for 2019-20 priority areas: curriculum, PD, school improvement/ data, student supports, operational functions; (April); CBRC Report to the Board; 2019-20 Budget Approval (May); Budget Adoption, TSCC Hearing (June)</p> <p>ESSA Discussion/Intro-Financials</p> <p>Audit Committee receive Bond Performance Audit and Management Response.</p> <p>Nutrition Services Meal Price Increase</p> <p>Audit Committee quarterly update.</p> <p>Quarterly review of management SOS Audit Implementation Plan.</p>		<p>Annual adoption of financial resolutions.</p> <p>Adopt 2019-20 budget, impose tax levies and appropriate funds.</p> <p>Internal performance auditors hired, audit work plan created and audit work reported quarterly.</p> <p>Secretary of State audit response completed and implementation of improved processes reported quarterly.</p> <p>Ongoing contract process improved.</p> <p>Local Option Levy referred for May election.</p> <p>Nutrition Services meal prices approved.</p> <p>Quarterly financial reports.</p>
	<p>Admin (Claire & Cynthia)</p>		<p>Post and recruit internal auditors positions.</p> <p>Draft contracts approval form instituted.</p> <p>Deliver the management response to the 2016-17 fees audit.</p> <p>Quarterly financial report.</p> <p>Develop policy proposal for fundraising by schools.</p> <p>Work with instructional staff to develop common metrics and reporting templates for instructional contracts.</p> <p>Update public contracting rules.</p>	<p>2019-20 school staffing plan & budget update.</p> <p>Prepare response to SOS Audit.</p> <p>Superintendent's Proposed 2019-20 Budget.</p> <p>Develop budget investment recommendations for curriculum, PD, MTSS, REAHL implementation, SPED programming and assessment/ tools during SY19-20. Include Extended Learning/Summer School funding proposal.</p> <p>Present quarterly financial report.</p> <p>Equity in Public Purchasing and Contracting (EPCC) update to the board (info report only).</p>	<p>Facilitate budget process.</p> <p>Present the Bond Audit and Management response to Audit Committee and Board.</p> <p>Present quarterly financial report.</p>		
<p>3b. Talent Management: talent planning, compensation, Labor Relations & Collective Bargaining Agreements; Prepare for and engage in contract discussions with represented employees; successfully conclude contract negotiations</p>	<p>Board</p>	<p>ATU Contract Approval</p>	<p>DCU Contract Approval.</p> <p>Provide authority and direction for PAT contract; Board representation at negotiations with PAT.</p>	<p>Report on HR goals and metrics, including length of time of staff on paid admin leave.</p>	<p>Provide authority and direction for CBAs expiring June 30.</p>		<p>ATU, DCU, PAT Sub, PAT Contracts approved.</p> <p>Plan and or settlement of remaining employee contract settlements.</p>

	Admin <i>(Claire & Reese)</i>	Complete and get approval ATU Contract Approval of Non-Rep COLA and Step Increases.	Decide on PAT contract re-opening on related topic areas. Complete DCU Tentative Agreement Review and plan for union contracts that expire in June. Workload overage methodology for new PAT CBA language Compensation values statement and plan for pay equity compliance (new regulations promulgated by BOLI)	Staffing Report w/disaggregated data on hiring and retention Report to board on reducing the timeline for investigations and paid admin leave. Classified/Non-Rep Appreciation Employee Contract Non-Extension, Non-Renewals. Report on evaluation plans for each employee group	Briefing on the District Health and Welfare Trust. Teacher and School Administrator Appreciation; Employee Service Awards. Approval of Non-Rep COLA and step increases. Implement Talent Ed for Teacher Evaluations		Reduced length of time of staff on administrative leave. Evaluations for all employee groups Approval of Non-Rep COLA and step increases. Staffing Report with disaggregated data.
3c. School Portfolio: monitor enrollment balancing and adjust school boundaries; Develop Focus Option Review, & Program Placement (e.g. DLI) process; develop plan for continued school reconfigurations to provide access to middle grades programming.	Board		Review School Boundary and Focus Option Policy. Facilitated discussion with Pioneer school community.	Review of ACCESS colocation and continuation of services. School calendar approval. Charter school extension and renewals.	Continue oversight of enrollment and focus option balancing planning. Head Start resolutions.		Two middle schools opened for 2018-19. Complete Boundary and Focus Option Review to prepare plan for 2019-20 Enrollment Balancing. Approved Head Start Resolutions and Charter School Renewals.
	Admin <i>(Claire & Yvonne)</i>	Open two new comprehensive middle schools. Identify new leadership team at Oakley Green Middle School 2.0. Update on enrollment and staffing numbers.	Prepare boundary review scope and RFP. Bridlemile boundary fix data need to review the practice of "grandfathering". Timeline for process/sequence on the boundary review. Plan to increase enrollment at King; (Review and address single strands district-wide) Vernon enrollment.	PSU enrollment update including the "Portland Plan" and annual update on enrollment. Approve open enrollment.	Plan for and present interdistrict transfers vote. Present Jefferson enrollment balancing update.		
3d. Safe & Modern Schools: work towards ensuring modern, healthy, safe and accessible schools; develop a long range facilities plan; develop an ADA transition plan.	Board	Quarterly BAC Report; Approve Lincoln Master Plan. Approve Madison Master Plan Budget. Alternative Contracting Approvals.	Update on Kellogg MS, including music/dance configuration and budget update. Bond Accountability Committee charter discussion and quarterly report. Review & approve Benson Ed Specs and Master Plan and conceptualize enrollment plan. 2nd Quarterly OSM Report. Present short term health and safety plan. Ed Specs for bond planning. 2017 Bond value engineering analysis.	Update long range Health & Safety Project strategies. Quarterly BAC Report. Update on 2012 and 2017 bond projects and additional investment needed to bring to current Ed Specs. Quarterly OSM report.	Discuss long range facilities plan. Facilities conditions assessment report. ADA transition plan.		Facilities Conditions Assessment Report for most facilities. Long Range Facilities Process Timeline. Approved Lincoln, Madison and Benso Master Plans. Approved MOU with City of Portland for SRO's. Quarterly Reports from BAC and OSM. Review of Short and Long Term Health & Safety Bond Plans.

	Admin (Claire & COO)	Kellogg Design Madison Design Lincoln Design Future of BESC Construction of Grant, Tubman, Roseway Heights, Health & Safety	Kellogg Design Madison Design Lincoln Design Future of BESC Construction of Grant, Health & Safety	Kellogg Permit Madison Design Lincoln Design Benson Design Future of BESC Construction of Grant, Health & Safety Civic Use of Buildings (CUB) software conversion Parks collaborative agreement update Smith School assessment report	Kellogg Permits Approved Madison Design Lincoln Design Benson Design Construction of Grant, Health & Safety Civic Use of Buildings Software Conversion Parks Collaborative Agreement Update		
3e. Asset & Fund Development: consider renewal and referral of Local Option Levy with community input to launch successful campaign;	Board		Begin planning for local option levy referral; Create framework for referral process and community engagement. Discuss BESC broker/staff report. Review staff recommendation re: fundraising. Define BESC criteria for declaring it a property available for sale.	Board vote on local option levy referral to the ballot. Advocate for local option levy.	May Election, including Levy.		Local Option Levy on May 2019 Ballot
	Admin (Claire, Soden & JG)		Begin needs analysis, identify political risks/benefits for 2019 levy renewal. Plan bond and levy communications; refine plan for Feb referral/May ballot for Board review. Discuss overall fundraising approach and recommended structures/ processes.	Communication of HSA improvements by school. Present staff recommendation for Board discussion. Quarterly OSM Report; Communication of HSA improvements by school. Present Board resolution. Performance Audit Review of 2017 bond budget	Quarterly OSM Report. Communication of HSA improvements by school.		
3f. Student Transportation: focus on efficient and effective student transportation services,	Board			Supplemental Transportation Plan update.	Approve Supplemental Transportation Plan.		Approved Supplemental Transportation Plan.
	Admin (Claire)		Continue investigating/ implementing Student Transportation Information System.	Provide Supplemental Transportation Plan Update. Review contracted transportation service RFP parameters.	Prepare for workshop of plan and final recommended bus route or stop eliminations and include discussion of TriMet passes.		
3g. System Performance & Continuous Improvement: ensure that organizational work is research-based, evidence-based, and data-driven; focus on continuous improvement of all systems and their impact towards raising student outcomes.	Board			Monitor plan: Administration participation in local and state collaboratives. Administration response to State Student Success committee. Status of collaboration with state teaching programs.	Monitor plan: Status of systemic assessment framework. Review of current PPS performance data. Status of restructured System Performance Office. Budget for System Performance Office. Data/evidence-based department-level strategic initiatives as part of budget process.	Monitor plan: Status of continuous improvement system. Agree on a milestone dashboard aligned with the developing strategic plan and the State Audit recommendations.	PPS will have a capacity and ability to gauge and inform the impact of strategic investments and efforts on raising student outcomes.

	<p>Admin (GG, Curtis, Hertz)</p>	<p>Senior leadership will establish and engage in partnerships with higher education institutions and other organizations to initiate conversations regarding human capital strategy, professional development, and program evaluation opportunities.</p>	<p>Administrators will actively participate in local and state-level collaborations to inform district work in focus areas (e.g. teacher pathways, leadership development, contracted services evaluation, student assessments and surveys).</p>	<p>Ensure coordination of state and local student assessments.</p> <p>Support department-level identification of recommendations, with research-based and program evaluation data, to inform strategic investments.</p> <p>Collect and provide year-end student performance data and program evaluation reports.</p> <p>Restructure, identify leadership, and transition central office System Performance & Planning department to Research, Assessment, and Evaluation. Develop capacity and enhanced ability to provide organization's strategic data needs.</p>	<p>Collect and provide year-end student performance data and program evaluation reports.</p> <p>Restructure, identify leadership, and transition central office System Performance & Planning department to Research, Assessment, and Evaluation. Develop capacity and enhanced ability to provide the organization's data needs.</p> <p>Prepare to build understanding and implement clear continuous improvement cycles in every school and department during SY19-20.</p>		
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