

## Superintendent Goals & Educator Annual Plan

<b><u>Edward A. Bouquillon PhD</u></b> <b><u>Superintendent-Director</u></b>	<b>Plan Start and End Dates</b> <b><u>July 1, 2017 – June 30, 2018</u></b>	<b>Evaluated by:</b> <b><u>School Committee</u></b>	
<b>Leadership Goal #1</b> <b>Student Improvement</b>			
<b><u>Academy Model Development</u></b>			
Over the 2017-18 school year, the Superintendent will continue to support the Minuteman Academy Model by encouraging Professional Learning Communities, and by providing necessary resources and leadership opportunities for frequent sharing of “best practices” and updates by the Academy Development Team Leads at Executive Team meetings, Principal Management Team meetings, CTE/Academic Integration meetings, All-Staff meetings, and monthly School Committee meetings.			
<b>Superintendent Rubric Alignment (✓)</b>			
<b>Standard I: Instructional Leadership</b> A. <input checked="" type="checkbox"/> Curriculum Indicator B. <input checked="" type="checkbox"/> Instruction Indicator C. <input checked="" type="checkbox"/> Assessment Indicator D. <input checked="" type="checkbox"/> Evaluation Indicator E. <input checked="" type="checkbox"/> Data-Informed Decision Making Indicator <b>Standard II: Management &amp; Operations</b> A. <input checked="" type="checkbox"/> Environment Indicator B. <input checked="" type="checkbox"/> Human Resources Management & Development Indicator C. <input checked="" type="checkbox"/> Scheduling & Management Information Systems Indicator D. <input type="checkbox"/> Law, Ethics & Policies Indicator E. <input type="checkbox"/> Fiscal Systems Indicator		<b>Standard III: Family and Community Engagement</b> A. <input checked="" type="checkbox"/> Engagement Indicator B. <input checked="" type="checkbox"/> Sharing Responsibility Indicator C. <input checked="" type="checkbox"/> Communication Indicator D. <input type="checkbox"/> Family Concerns Indicator <b>Standard IV: Professional Culture</b> A. <input checked="" type="checkbox"/> Commitment to High Standards Indicator B. <input checked="" type="checkbox"/> Cultural Proficiency Indicator C. <input checked="" type="checkbox"/> Communications Indicator D. <input checked="" type="checkbox"/> Continuous Learning Indicator E. <input checked="" type="checkbox"/> Shared Vision Indicator F. <input checked="" type="checkbox"/> Managing Conflict Indicator	
<b>Timeline, Frequency, or Target Dates</b> (i.e. Fall, Winter, Spring, Summer)	<b>Strategies and Action Steps</b>	<b>Resources</b>	<b>Evidence/Benchmarks</b>
September-December	Provide professional development opportunity for approximately twenty-five staff members to participate in a five-day School Reform Initiative workshop (SRI-Critical Friends).	SRI Consultant Administrators Cluster Chairs Department Heads Other Educators	Attendance Record
September-May	Promote high expectations for the rigorous development of the Academy Model by providing opportunities for communicating “best practices” and updates on academy development during routine meetings in preparation for September 2019 occupancy of the new building	Meeting and PD Calendars	Meeting Minutes

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October	Present a two-hour workshop to all staff in both Academies in order to provide a structure to better understand the pathways for Academy Integration Projects in support of the school-wide goals.	PD Calendar	Handouts
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### Leadership Goal #2 Professional Practice

#### Legislative Engagement

Over the 2017-18 school year, the Superintendent will engage legislators and local leaders in understanding the needs of the District, specifically: Massachusetts Frameworks for Chapter 74 Exploratory Programs, regulations that limit student access, restrictions to funding for equipment and campus development opportunities.

#### Superintendent Rubric Alignment (✓)

Standard I: Instructional Leadership	Standard III: Family and Community Engagement
A. <input checked="" type="checkbox"/> Curriculum Indicator	A. <input checked="" type="checkbox"/> Engagement Indicator
B. <input checked="" type="checkbox"/> Instruction Indicator	B. <input checked="" type="checkbox"/> Sharing Responsibility Indicator
C. <input checked="" type="checkbox"/> Assessment Indicator	C. <input checked="" type="checkbox"/> Communication Indicator
D. <input checked="" type="checkbox"/> Evaluation Indicator	D. <input checked="" type="checkbox"/> Family Concerns Indicator
E. <input checked="" type="checkbox"/> Data-Informed Decision Making Indicator	Standard IV: Professional Culture
Standard II: Management & Operations	A. <input checked="" type="checkbox"/> Commitment to High Standards Indicator
A. <input checked="" type="checkbox"/> Environment Indicator	B. <input checked="" type="checkbox"/> Cultural Proficiency Indicator
B. <input checked="" type="checkbox"/> Human Resources Management & Development Indicator	C. <input checked="" type="checkbox"/> Communications Indicator
C. <input checked="" type="checkbox"/> Scheduling & Management Information Systems Indicator	D. <input checked="" type="checkbox"/> Continuous Learning Indicator
D. <input checked="" type="checkbox"/> Law, Ethics & Policies Indicator	E. <input checked="" type="checkbox"/> Shared Vision Indicator
E. <input checked="" type="checkbox"/> Fiscal Systems Indicator	F. <input checked="" type="checkbox"/> Managing Conflict Indicator

Timeline, Frequency, or Target Dates (i.e. Fall, Winter, Spring, Summer)	Strategies and Action Steps	Resources	Evidence/Benchmarks
October 2017	Host a Legislative Breakfast for state representatives and state senators representing member towns and the Town of Watertown to apprise them of Minuteman's legislative needs.	Admissions E-Team	Agenda/Handouts/Articles
October 2017	Designate staff members to serve on a Massachusetts Association of	MAVA CTE Director	Notification of minuteman faculty on committee.

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	Vocational Administrators (MAVA) committee drafting Frameworks for Chapter 74 Exploratory Programs in an effort to establish high, uniform standards for Exploratory Programs across Massachusetts in an attempt to ensure that all students have equal access to high-quality career and technical education.		Frameworks
January 2018	Secure legislative sponsorship to provide for the needs of the District, including campus development opportunities.	Building Committee E-Team	Legislative sponsorship identification

### Leadership Goal #3 District Improvement

#### Increasing Membership

Over the 2017-18 school year, the Superintendent will communicate with officials in at least two communities to explore the possibility of adding them as members of the District, and will secure an agreement to further discuss with District membership at least one of those communities.

#### Superintendent Rubric Alignment (✓)

Standard I: Instructional Leadership	Standard III: Family and Community Engagement
F. <input type="checkbox"/> Curriculum Indicator	E. <input checked="" type="checkbox"/> Engagement Indicator
G. <input type="checkbox"/> Instruction Indicator	F. <input checked="" type="checkbox"/> Sharing Responsibility Indicator
H. <input type="checkbox"/> Assessment Indicator	G. <input checked="" type="checkbox"/> Communication Indicator
I. <input type="checkbox"/> Evaluation Indicator	H. <input type="checkbox"/> Family Concerns Indicator
J. <input checked="" type="checkbox"/> Data-Informed Decision Making Indicator	Standard IV: Professional Culture
Standard II: Management & Operations	G. <input type="checkbox"/> Commitment to High Standards Indicator
F. <input checked="" type="checkbox"/> Environment Indicator	H. <input type="checkbox"/> Cultural Proficiency Indicator
G. <input type="checkbox"/> Human Resources Management & Development Indicator	I. <input checked="" type="checkbox"/> Communications Indicator
H. <input checked="" type="checkbox"/> Scheduling & Management Information Systems Indicator	J. <input type="checkbox"/> Continuous Learning Indicator
I. <input checked="" type="checkbox"/> Law, Ethics & Policies Indicator	K. <input checked="" type="checkbox"/> Shared Vision Indicator
J. <input checked="" type="checkbox"/> Fiscal Systems Indicator	L. <input checked="" type="checkbox"/> Managing Conflict Indicator

Timeline, Frequency, or Target Dates (i.e. Fall, Winter, Spring, Summer)	Strategies and Action Steps	Resources	Evidence/Benchmarks
September-May	Communicate by all means available with leadership from two communities to discuss membership in the district.	Admissions E-Team	Identification of potential members.



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May 2018	Secure an agreement to further discuss membership in the Minuteman District from officials in at least one of those communities.	Admissions E-Team	Agreement
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### Leadership Goal #4 District Improvement

#### Campus Development

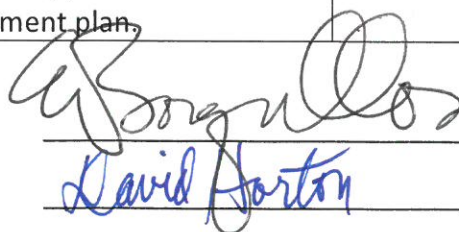
Over the 2017-18 school year, the Superintendent will initiate the implementation of a School Committee approved campus development plan.

#### Superintendent Rubric Alignment (✓)

<b>Standard I: Instructional Leadership</b> K. <input type="checkbox"/> Curriculum Indicator L. <input type="checkbox"/> Instruction Indicator M. <input type="checkbox"/> Assessment Indicator N. <input type="checkbox"/> Evaluation Indicator O. <input checked="" type="checkbox"/> Data-Informed Decision Making Indicator <b>Standard II: Management &amp; Operations</b> K. <input checked="" type="checkbox"/> Environment Indicator L. <input type="checkbox"/> Human Resources Management & Development Indicator M. <input type="checkbox"/> Scheduling & Management Information Systems Indicator N. <input checked="" type="checkbox"/> Law, Ethics & Policies Indicator O. <input checked="" type="checkbox"/> Fiscal Systems Indicator	<b>Standard III: Family and Community Engagement</b> I. <input type="checkbox"/> Engagement Indicator J. <input checked="" type="checkbox"/> Sharing Responsibility Indicator K. <input checked="" type="checkbox"/> Communication Indicator L. <input type="checkbox"/> Family Concerns Indicator <b>Standard IV: Professional Culture</b> M. <input type="checkbox"/> Commitment to High Standards Indicator N. <input type="checkbox"/> Cultural Proficiency Indicator O. <input checked="" type="checkbox"/> Communications Indicator P. <input checked="" type="checkbox"/> Continuous Learning Indicator Q. <input checked="" type="checkbox"/> Shared Vision Indicator R. <input checked="" type="checkbox"/> Managing Conflict Indicator
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Timeline, Frequency, or Target Dates (i.e. Fall, Winter, Spring, Summer)	Strategies and Action Steps	Resources	Evidence/Benchmarks
September 2017	Introduce the general overview of campus development to the School Committee in Executive Session.	Building Committee E-Team School Committee	Meeting Minutes
October 2017	Propose strategies and timelines for campus development.	School Committee E-Team	Proposed Strategies and Timelines
November 2017	Establish next steps, based on discussions with School Committee.	School Committee	Meeting Minutes
November-May	Initiate implementation and attain School Committee approval of the campus development plan.	School Committee	Meeting Minutes

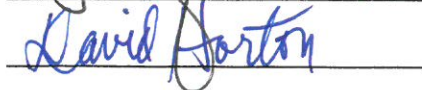
Superintendent Signature



Date:

9/19/17

Committee Chair Signature:



Date:

9/19/17