

Mt. Lebanon School District

Superintendent Goals for 2023-2024

Dr. Melissa Friez, Superintendent of Schools



GOAL 1: Analyze, make recommendations, and implement improvements for optimal use of District personnel.

- Review and update organizational charts to reflect all District personnel.
- Review and update reporting structure to ensure all departments, areas, etc. have a supervision structure.
- Review and update job descriptions to reflect current needs of the District.
- Conduct annual FTE reviews with Finance and Human Resources to account for all staff and how they are utilized in the school district.
- Analyze, make recommendations, and implement improvements of the process for extra duty remuneration and workshop opportunities.
- Complete the teacher collective bargaining agreement.

GOAL 2: Analyze, make recommendations, and implement improvements to Curriculum, Instruction, and Professional Development (CIPD), Student Services, and the Special Education Department, including Special Education, 504 Plans, and Gifted Education.

- Review the current supervision model for CIPD, make recommendations, and implement improvements.
- Review and refine the curriculum review process.
- Adopt an Elementary ELA curriculum.
- Analyze Special Education programming, make recommendations, and implement improvement in process, procedures, services, and supports.
- Analyze Student Services, make recommendations, and implement improvement in process, procedures, services, and supports.
- Analyze, make recommendations, implement improvements to professional learning in the areas of CIPD, Student Services, and Special Education.
- Analyze communications with all stakeholders regarding CIPD, Student Services, and Special Education, make recommendations, and implement improvements.

GOAL 3: Analyze, make recommendations, and implement improvements for culture and environment for teaching and learning where all students, staff, families, and community members feel safe, welcome, and included.

- Evaluate, make recommendations, and implement improvements for the continued progress of the District's Diversity, Equity and Inclusion committee work.
- Evaluate, make recommendations, and implement improvements to services that positively impact the academic, social, and emotional needs of our students.
- Establish and communicate clear, consistent, explicit expectations regarding safety for all students, staff, and families across all schools.
- Evaluate all current safety procedures, protocols, and expectations, and implement updated strategies based on local, state, and federal guidelines regarding school safety.

GOAL 4: Communicate professionally, positively and transparently with key stakeholders, including community members, families, faculty, staff, and Board of Directors, clearly articulating District goals, priorities, initiatives, and programs.

- Review current structure for communicating with families and the community, make recommendations, and implement improvements.
- Evaluate with the Board of Directors how to effectively communicate with them through the weekly update and other methods of communication.
- Engage with student groups. Attend 5-10 District events each month focused on academics, activities, arts, and athletics.
- Conduct focus groups during the school year to solicit feedback from families, students, and staff.
- Review current parent/community committees, make recommendations and implement improvements to ensure they are focused on providing information, soliciting feedback and empowering members to communicate information learned at the meetings.
- Evaluate the possibility of implementing BoardDocs to manage Board Meeting agendas, policies, etc.
- Create a timeline and process for updating policies and create administrative regulations to align with the updated policies.