

West Irondequoit School District Management Plan 2024-2025- FINAL EVAL



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WELCOME. NURTURE. INSPIRE.

Curriculum

Objective: Promote excellence, equity, and inclusion through a viable and guaranteed curriculum.

Initiative Area and Goal: College and Career Readiness - Ensure that all graduates are prepared for post-secondary opportunities.

Task: Create and implement a self-exploration audit for students starting in grade 9

Key person: Office of Instruction

Action Steps	Person Responsible	Due Date	Task Complete
1. Collect and analyze data regarding post-secondary student plans, student achievement data and compare to current course offerings and comprehensive counseling,	Office of Instruction Directors	October 1, 2023	✓
2. Develop outcomes of an Irondequoit High School Graduate.	Office of Instruction Directors Building Leadership	December 1, 2023	✓
3. Communicate outcomes to staff and community of an IHS graduate.	Office of Instruction Directors Building Leadership	February 1, 2024	✓
4. Audit the tools and resources (i.e., Naviance) currently used and alternatives to make recommendations best aligned to outcomes.	Office of Instruction Directors	June 1, 2024	✓

5. Align current career/future planning exploration with readiness outcomes.	Office of Instruction Directors	June 30, 2025	

Curriculum

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Initiative Area and Goal: College and Career Readiness - Ensure that all graduates are prepared for post-secondary opportunities.

Task: Increase K-8 awareness of College and Career Readiness to support student understanding of what they are learning, why they are learning it, and how they can use it.

Key person: Office of Instruction

Action Steps	Person Responsible	Due Date	Task Complete
1. Develop understanding and awareness of West Irondequoit Portrait of a Graduate across staff, families, and community.	Office of Instruction	October 30, 2024	✓
2. Gather updated input and reactions towards the Portrait of a Graduate and adjust as needed.	Office of Instruction	January 2025 June 2025	✓
3. Use Portrait of a Graduate for planning for coursework, curriculum, and future work (ie: curricular revision, guest speakers, program review).	Office of Instruction	Ongoing June 2025	✓
4. Application of Portrait of a Graduate to Comprehensive	Office of Instruction Student Services	Ongoing June 2025	

Counseling Plan and counseling lessons			
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Curriculum

Objective: Promote excellence, equity, and inclusion through a viable and guaranteed curriculum.

Initiative Area and Goal: College and Career Readiness - Ensure that all graduates are prepared for post-secondary opportunities.

Task: Increase K - 12 partnerships of community stakeholders to support College and Career Readiness

Key person: Office of Instruction

Action Steps	Person Responsible	Due Date	Task Complete
1. Meet to learn about Dept of Learning Teacher Ambassador Program with Business Contact Teacher	Asst. Superintendent for Instruction Office of Instruction Directors	August 31, 2023	✓
2. Using information gained, audit current partnerships, noting alignment and what is missing (include EMCC, BOCES, Multi-occ)	College and Career Center Office of Instruction Directors	December 23, 2023	✓
3. Survey students and families to assess the benefits of partnerships accessibility	Office of Instruction Directors	January 31, 2025	✓

4. Make final recommendation on which partnerships to continue, add, or increase based on findings, in alignment to College and Career Ready goals.	Office of Instruction Directors ASI	June 15, 2025	

Curriculum

Objective: Promote excellence, equity, and inclusion through a viable and guaranteed curriculum.

Initiative Area and Goal: College and Career Readiness - Ensure that all graduates are prepared for post-secondary opportunities.

Task: Establish an evaluation process of College and Career Readiness

Key person: Office of Instruction

Action Steps	Person Responsible	Due Date	Task Complete
1. Create a district definition of what it means for graduates to be College and Career ready (CCR).	Asst. Superintendent for Instruction Office of Instruction Directors	October 2023	
2. Work with area district and BOCES to collect processes used to evaluate instructional programming aligned to CCR.	Asst. Superintendent for Instruction Office of Instruction Directors	January 2024	
3. Create a WI graduate data analysis process based on defined outcomes.	Asst. Superintendent for Instruction Office of Instruction Directors	June 30, 2025	

Implementation Systems

Objective: Ensure alignment, diversity, equity, inclusion, and access across all systems in West Irondequoit.

Initiative Area and Goal: Faculty and Staff Supervision - Equitably align supervision across the district that reflects district goals and initiatives and celebrates staff autonomy.

Task: Identify appropriate professional development needs based on staff evaluation systems created by the District

Key Person: Office of Instruction

Action Steps	Person Responsible	Due Date	Deliverables
1. Evaluate random samplings of post-observation conference forms across K-12 schools to assess evidence of district goals, initiatives and celebrations of staff autonomy. and calibration of supervision structures, techniques, contents, styles, discussion techniques, and advisement for next steps	Office of Instruction	June 30, 2025	✓
2. Based on evaluation of supervision forms, calibrate supervision structures, content, style, and discussion techniques, and advisement for next steps.	Office of Instruction	June 30, 2025	✓
3. Identify professional learning as needed and deliver through communications, meetings, and supervision.	Office of Instruction	June 30, 2025	✓

4. Transition to eDoctrina for organization and tracking of supervision and provide staff and leadership with necessary professional learning.	Office of Instruction	June 30, 2025	
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Instruction

Objective: Establish instructional practices that ensure success for all learners.

Initiative Area and Goal: Grading - Create and implement a consistent, meaningful, equitable standards-based grading system.

Task: Evaluate and refine the grading system

Key person: Office of Instruction

Action Steps	Person Responsible	Due Date	Task Complete
1. Develop leadership understanding of standards-based grading and how it can work with our student management systems.	Asst. Superintendent for Instruction Office of Instruction Directors Building Leadership	Begin November and Ongoing, 23-24	✓
2. Refine the implementation plan for standards-based grading practices and communicate to stakeholders.	Asst. Superintendent for Instruction Office of Instruction Directors	January 31, 2025	✓
3. Calibrate and develop standards-based scoring expectations.	Asst. Superintendent for Instruction Office of Instruction Directors	Ongoing, 23-24	✓
4. Revise and expand the implementation plan for the 24-25 school year.	Asst. Superintendent for Instruction Office of Instruction Directors Building Leadership	August 15, 2025	✓

Instruction

Objective: Establish instructional practices to ensure success for all learners.

Initiative Area and Goal: Professional Development for All - Develop and deliver targeted professional development based on identified areas of need or initiatives.

Task: Evaluate the effectiveness of the professional development plan

Key Person: Office of Instruction

Action Steps	Person Responsible	Due Date	Deliverables
1. Memorialize the new process for needs assessment, development, and articulation through PDP committee.	Office of Instruction	June 30, 2025	✓
2. Create a process for annual effectiveness evaluation of professional learning.	Office of Instruction	June 30, 2025	✓
3. Create an overarching guidance document to ensure consistent implementation of process to solicit stakeholder feedback and evaluation of professional learning.	Office of Instruction	June 30, 2025	✓

Instruction

Objective: Establish instructional practices to ensure success for all learners.

Initiative Area and Goal: Instructional Framework - Provide cohesive & consistent implementation of an instructional model that is accessible to all staff and students.

Task: Evaluate the implementation of the Instructional Model

Key Person: Office of Instruction

Action Steps	Person Responsible	Due Date	Deliverables
1. Establish processes to assess the model through walkthroughs, supervision, and classroom visits.	Office of Instruction	November 30, 2025	✓
2. Formalize guidance documents that focus on alignment and consistency.	Office of Instruction	January 31, 2025	✓
3. Integrate guidance documents into systems and structures like onboarding, induction, supervision, and planning.	Office of Instruction	June 30, 2025	✓

Implementation Systems

Objective: Ensure alignment, diversity, equity, inclusion, and access across all systems in West Irondequoit.

Initiative Area and Goal: Staff Recruitment and Retention - Recruit and retain the highest quality staff, reflective of the diversity of the West Irondequoit community.

Task: Provide appropriate staff on-boarding and support for new employees

Key Person: Office of Human Resources

Action Steps	Person Responsible	Due Date	Task Complete
1. Develop and implement systems and processes to orient all new employees, specifically IESA members Assess current state and enlist stakeholders in this work to determine need areas and strengths	Office of Human Resources	June 30, 2024	
2. Explore, identify, and develop affinity groups to support staff as needed	Office of Human Resources	June 30, 2025	
3. Explore and develop a leadership coaching series for school administrators focused on creating inclusive, responsive, and equitable environments for all staff.	Office of Human Resources	June 30, 2025	

Implementation Systems

Objective: Ensure alignment, diversity, equity, inclusion, and access across all systems in West Irondequoit.

Initiative Area and Goal: Faculty and Staff Supervision - Equitably align supervision across the district that reflects district goals and initiatives and celebrates staff autonomy.

Task: Refine the supervision processes for all staff evaluations

Key person: Office of Human Resources

Action Steps	Person Responsible	Due Date	Task Complete
1. Assess evaluation structures and tools to determine areas of priority.	Asst. Superintendent for Human Resources	October 31, 2023	
2. Coordinate workgroups to investigate, design, and recommend appropriate revisions for priority areas.	Asst. Superintendent for Human Resources	December 31, 2023	
1. Evaluate and negotiate the recommended revisions and develop a timeline for implementation. Findings: • Implement and incorporate the new Civil Service Midpoint review process into our supervision process. • Implement the revised Data and Tech team performance appraisal and process;	Asst. Superintendent for Human Resources	June 30, 2025	

• Appropriately revise the Nurse performance appraisal and ensure medical skills are effectively supervised and evaluated regularly; • Aides and TA performance evaluations must incorporate more supportive and relevant evidence. • Clarification of shared supervision responsibilities for Cleaners • Negotiate new APPR changes for WITA to include the use of EDoctrina • Negotiate new APPR changes for WIAA to include the use of SuperEval and clarification of rubrics			

Well Being of Self and Community

Objective: Create a welcoming and inclusive community where all members are valued, and the wellness of each individual is at the forefront.

Initiative Area and Goal: Communication - Enhance and clarify our communication systems for all members of the community to ensure accountability and equity for all stakeholders.

Task: Analyze and adjust the transition between buildings regarding information, data, student plans, etc. for effectiveness, clarity, and areas of improvement and support

Key Person: Office of Instruction

Action Steps	Person Responsible	Due Date	Task Complete
1. Confirm current practices from UPK to Kindergarten, 3 rd to 4 th grade, 6 th grade to 7 th grade, and 8 th grade to 9 th grade stakeholders involved with supporting student transitions.	Assistant Director of Counseling, Student Equity, and Wellness Director of Data, Assessment, and Interventions	October 31, 2024	✓
2. Analysis of different systems of strengths and areas for improvement with various stakeholder groups	Assistant Director of Counseling, Student Equity, and Wellness Director of Data, Assessment, and Interventions	~~December 31, 2024~~ June 30, 2025	✓
3. Solidify a system for transitions between buildings to support the whole child through a formalized process with input from all stakeholders involved in the process.	Assistant Director of Counseling, Student Equity, and Wellness Director of Data, Assessment, and Interventions	June 30, 2025	✓

4. Utilize existing data systems, such as Panorama, to capture student data and intervention plans of support as students transition.	Assistant Director of Counseling, Student Equity, and Wellness Director of Data, Assessment, and Interventions	Ongoing	
5. Communicate transition plans to all stakeholder groups	Assistant Director of Counseling, Student Equity, and Wellness Director of Data, Assessment, and Interventions	June 30, 2025	

Well Being of Self and Community

Objective: Create a welcoming and inclusive community where all members are valued and the wellness of each individual is at the forefront.

Initiative Area and Goal:

Communication - Enhance and clarify our communication systems for all members of the community to ensure accountability and equity for all stakeholders.

Task: Establish and communicate standards for grade levels regarding school – to – family communication

Key Person: Building Principals

Action Steps	Person Responsible	Due Date	Task Complete
1. Assess current grade level/team communication practices to include mode, frequency, and content.	Principals	December 1, 2022	✓
2. Gather feedback and input from students, families, and staff regarding mode, frequency, content, preferences, and effectiveness.	Principals	November 30, 2023	✓
3. Analyze data, research, and best practices to determine common expectations for effective communication standards and identify a specific and	Principals/Director of Public Information/Student Services	June 30, 2025	✓

appropriately aligned communication tool. - Create a reliable and accessible means for translation services regardless of scope. Must consider a clear point of access for all home languages. - Identify a common platform for school-based family-to-school communication. The implications for district mass communications must be determined. - Develop building and department-level standards for communication.			

Well Being of Self and Community

Objective: Create a welcoming and inclusive community where all members are valued and the wellness of each individual is at the forefront.

Initiative Area and Goal: Communication - Enhance and clarify our communication systems for all members of the community to ensure accountability and equity for all stakeholders.

Task: Promote student activities and achievements

Key Person: Building Principals

Action Steps	Person Responsible	Due Date	Task Complete
1. Audit the current state and gather pertinent data to assess - Promotion of student activities - Access and inclusivity of activities - Student Recognition	Building Principals	November 1, 2023	✓
2. Evaluate the current state using constituent feedback, best practices, and student participation rates to identify gaps and needs.	Building Principals	December 31, 2024	✓
3. Activate shared decision-making to ensure - Promotion of student activities - Access and inclusivity of activities - Needs and gaps are addressed - Broad spectrum of student recognition	Building Principals	June 30, 2025	✓

Well Being of Self and Community

Objective: Create a welcoming and inclusive community where all members are valued and the wellness of each individual is at the forefront.

Initiative Area and Goal: Communication - Enhance and clarify our communication systems for all members of the community to ensure accountability and equity for all stakeholders.

Task: Refine orientation information and materials to welcome new families to the district

Key Person: Office of Public Information (Building Principals/Student Services)

Action Steps	Person Responsible	Due Date	Task Complete
1. Assess and inventory the materials the District, building, and/or Student Services provided to new families.	Office of Public Information Building Principal Student Services	October 31, 2023	✓
2. Measure the effectiveness of current practices to identify gaps and needs for revisions. (I.e., survey new families, gather regional exemplars, canvass staff and leadership, etc.)	Office of Public Information	June 30, 2025	✓
3. Refine and reorganize materials as needed based on findings and communicate as appropriate.	Office of Public Information Building Principal Student Services	June 30, 2025	✓

Well Being of Self and Community

Objective: Create a welcoming and inclusive community where all members are valued and the wellness of each individual is at the forefront.

Initiative Area and Goal: Health, Safety, and Wellness (behavior)- Ensure the physical, social, and emotional wellbeing of students, staff, and families.

Task: Create opportunities for families to learn about behavioral expectations and restorative practices

Key Person: Office of Student Services and Building Principals

Action Steps	Person Responsible	Due Date	Deliverables
1. Define learning targets for families about behavior expectations and restorative practices by grade level bands	Office of Instruction and Superintendent	November 30, 2024	
2. Create a learning and communication plan for families to ensure understanding in identified areas	Office of Student Services and Building Principals	March 1, 2025	
3. Integrate the learning and communication plan into remaining 2024-25 plans and future planning	Office of Student Services and Building Principals	June 30, 2025	

Board of Education Approval _____**September 2024**_____

Mid-Year Update-

_____ **Spring 2025** _____

Final Assessment

_____ **July 2025** _____