

The Superintendent's annual performance evaluation for 2016-17 was completed on June 27, 2017 and the Pottsgrove Board of School Directors determined that Dr. William R. Shirk Jr. satisfied the mutually agreed performance standards.

Pottsgrove School District
Superintendent Goals for 2016 – 2017
Board Approved January 24, 2017
10/23/17 Finalized

Goal #1: To increase student achievement-

Objectives:

- 1: PGSD students in Grades 3 through 8 will score at or above the state average (proficient or higher) in the PSSA Math and ELA assessments.**
- 2: The percentage of first-time (proficient/advanced) test takers in the Algebra I Keystone Exam will increase from 29.0% to 40% in the 2016/2017 school year.**
- 3: The percentage of first-time (proficient/advanced) test takers in the Literature Keystone Exam will increase from 70.0% to 75% in the 2016/2017 school year.**
- 4: The percentage of first-time (proficient/advanced) test takers in the Biology Keystone Exam will increase from 61.0% to 66% in the 2016/2017 school year.**

Time Line	Action Step	Evaluation of Step
August 2016	Review PSSA data with principals, supervisors and directors.	Completed
September to October 2016	Review district-wide PSSA and Achievement Gap data with administration and staff.	Completed
	Review district-wide PSSA and underperforming groups and individual gaps for each learner with administration and staff.	Completed
	Data review meeting with Curriculum/Technology/Student Affairs Committee.	Completed
	Implement Math and ELA Seminar time into Middle School Schedule.	Completed
	Examine Curriculum of the half credit Algebra I Course.	Completed
	Examine Curriculum alignment to Common Core of Keystone Literature Course.	Completed
	Examine Curriculum alignment to Common Core of Keystone Biology Course.	Completed

	Elementary classrooms will continue to implement Close Reading Strategies, Writing Mechanics, and Grammar.	Completed
	Elementary classrooms will continue to implement of SWPBS.	Completed
November/December 2016	Complete analysis of PSSA data Keystone Exams, SPP Achievement Gap baseline data, and other effectiveness measures to determine how PGSD ranks in the state.	Completed
	Complete analysis of School Performance Profile data. Set yearly targets for each building and for the district.	Completed
	Establish goal areas of student achievement as related to educator effectiveness measures on the principal evaluation tool.	Completed
	Assessment data presented to Curriculum/Technology/Student Affairs Committee and school board regarding SPP, AP, SAT, and ACT scores and district ranking.	Completed
January 2017	All administrators (building level directors, and supervisors) to finalize student achievement goals. Submit goals to immediate supervisors.	Completed
November 2016 to May 2017	Principals to work with staff on achievement goal areas, conduct observations, and provide input to professional learning community meetings.	Completed
December 2016 – May 2017	Updates provided by principals, supervisors and central office leadership on progress of goal setting. Updates provided at instructional leadership meetings and part of professional development days.	Completed

Assessment of Goal:

This goal will be considered successful if:

- PGSD students in grades 3 through 8 will score at or above the state average (proficient or higher) in the PSSA Math and ELA Assessments.**

Completed Summer 2017.

PSSA Results

2017

Numbers reflect percentages of students that received proficient or advanced scores.

English/Language Arts					
Grade	PGSD 14-15	PGSD 15-16	PGSD 16-17	State Average	Additional Students to

					Meet State Average
3	65.24%	59.29%	63.9%	64.6%	2
4	59.21%	60.34%	58.4%	60.9%	6
5	63.37%	62.88%	57.8%	59.6%	4
6	60.41%	59.20%	65.5%	63.6%	
7	56.54%	53.88%	55.1%	59.5%	11
8	51.48%	48.26%	53.9%	58.9%	12

Mathematics					
Grade	PGSD 14-15	PGSD 15-16	PGSD 16-17	State Average	Additional Students to Meet State Average
3	44.02%	54.55%	52.4%	54.5%	5
4	47.81%	48.72%	45.0%	46.6%	4
5	39.09%	56.96%	52.1%	43.8%	
6	29.67%	39.04%	48.0%	40.3%	
7	21.76%	26.72%	40.7%	37.8%	
8	32.91%	23.25%	25.8%	32.5%	16

Science					
Grade	PGSD 14-15	PGSD 15-16	PGSD 16-17	State Average	Additional Students to Meet State Average
4	78.07%	73.08%	66.7%	74.5%	20
8	58.4%	45.61%	41.2%	52.7%	25

Indicates district performance equal to or above the state average.

Indicates district performance below the state average.

2. The percentage of first time (proficient/advanced) test takers in the Algebra I Keystone Exam increases from 29.0% to 40% in the 2016/2017 school year. (Actual percent was 44%) Made Target Goal

Completed Summer 2017.

3. The percentage of first time (proficient/advanced) test takers in the Literature Keystone Exam increases from 70.0% to 75% in the 2016/2017 school year. (Actual percent was 59.06%) Missed Target Goal

Completed Summer 2017.

4. The percentage of first time (proficient/advanced) test takers in the Biology Keystone Exam increases from 61.0% to 66% in the 2016/2017 school year. (Actual percent was 53%) Missed Target Goal

Completed Summer 2017.

Goal #2: To improve professional development-

Objectives:

1. Provide teachers with training and resources to meet the demands of the new PA Learning Standards.
2. Refine units of study and determine modifications for literacy, mathematics, and technology curriculum.
3. Develop a balanced assessment framework that aligns with our vision of a graduate.
4. Design a system to appropriately monitor and sustain the use of Professional Learning Communities (PLC) to inform instruction and intervention at each building.

Time Line	Action Steps	Evaluation of Steps
August 2016	Board workshop for ECRA and data review.	Completed
September 2016	Departmental/Data Meetings/PSSA/PVAAS	Completed
	Transition Meetings between Regular Ed & Special Ed	Completed
	Finalize implementation plans for PLC's and prepare for staff meetings at building levels.	Completed
	Principals to facilitate in-service day on the topic of PLC, student assessment data.	Completed
October/November 2016	Final evaluations from 2015-16 completed to establish goals for 16-17.	Completed
	Principals and Directors to facilitate in-service day on the topic of ELA and Math Curriculum Instruction review.	Completed
	Student learning objectives for teacher evaluation due to principals.	Completed
December 2016	ECRA School Improvement Workshop.	Completed
	Develop a balanced assessment framework that aligns with our vision of a graduate.	Completed
	ELA and Math Materials, Resources, and Technology Review Meetings for grades K-2.	Completed
	ELA and Math Materials, Resources and Technology Review Meetings for grades 3-5.	Completed

	ELA and Math Materials, Resources, and technology Review Meetings for grades 6-12.	Completed
January 2017	Act 93 Administrators develop goals for 16-17.	Completed
February 2017	Act 93 Administrator goals finalized.	Completed
February - May 2017	PLC teams and building leadership will provide a progress report with principals on the use of protocols and intervention periods. Develop a balanced assessment framework that aligns with our vision of a graduate. ECRA Meeting with Board. Strategic goals and benchmarks.	On-Going On-Going On-Going August 2017
June 2017	Partial evaluations completed with Act 93 group – achievement goals need to be completed in fall 2017.	On-Going

Assessment of Goal:

This goal will be considered successful if:

1. Training and resources implemented met demands of the new PA Learning Standards.

The curriculum review process allowed us to construct and along with our new publisher aligned K-12 ELA and Math curriculums to meet the needs of the new PA Learning Standards. Completed May 2017

Secondary Content Teachers developed unit plans, common assessments, and minimum course requirements that allow students multiple opportunities to demonstrate evidence of learning to align and met the needs of the new Pan Learning Standards. Completed May 2017.

2. Units of study were refined and modifications for literacy, mathematics, and technology curriculum were made.

Our new K-12 ELA and Math curriculums contain digital materials that include an online student edition, interactive whiteboard lessons, tutorials, extra practice, adapted instruction, and systemically sequences content for optimize learning. Completed May 2017.

3. Completed a balanced assessment framework that aligns with our vision of a graduate.

We accomplished this goal by establishing a system that aligns with Pa Core Standards, supports our mission, provides assessment information, provides feedback and information, provides data for professional learning communities, and supports the requirements of the Educator Effectiveness system. Our assessment framework will allow us to better determine the understandings, knowledge, and skills that students have acquired, and predict future student growth. Completed May 2017.

The following assessments make-up our framework:

AIMSweb

Fountas & Pinnell (F & P)

Measures of Academic Progress (MAP)

Otis-Lennon (OLSAT)

PSSA/Keystone/NOCTI

PSAT/SAT/ACT/AP

4. Completed a system to appropriately monitor and sustain the use of Professional Learning Communities (PLC) to inform instruction and intervention at each building.

This goal continues to evolve. We have strengthened our conversations and commitment to PLCs in 2016 -2017-school year. Our administrators, directors, and supervisors have provided oversight, however more documentation is needed. Also, we have common planning time in elementary and middle school, but not at the high school. We are working to attain this time for the 2017-18 school by scheduling common planning time the Keystone tested areas. Our future action steps will include a process for reporting student learning, PLC Log, and a creation of a SMART goal that will increase the likelihood the goal is met. This goal will be carried over to 2017-2018-school year.

Goal #3: To balance the 2017-18 budget while maintaining the integrity of classroom instructional programs and co-curricular activities-

Objectives:

- 1. To reduce the estimated 2017-18 budget gap of \$1,215,000.00.**
- 2. Have a balance budget with a planned use of fund balance and a property tax increase that reflects and maintains the integrity of instructional programs and co-curricular activities.**
- 3. To have a Target Goal of under 3% of the expenditure variance at the end of the June 30, 2017.**

Time Line	Action Step	Evaluation of step
July 2016	Review financial data with Administrative Team.	Completed
August 2016	Monitor effects of state budget changes if any.	Completed
September-October 2016	Determine revenue generated from Act 1.	Completed
	Reconciliation of projected deficit to actual surplus.	Completed
November 2016	Update projected fund balances and the budget gap to school board.	Completed
	Determine per-pupil allocations for buildings.	Completed
	Begin staffing projections for the 2017-18 school year.	Completed

December 2016	Prepare building allocations and materials needs for the 2017-18 school year. Identify Grant opportunities. Estimated use of designated fund balances for healthcare, PSERS, capital projects, and technology.	Completed Completed
	Board to determine if the budget will stay within the Act 1 index.	Completed
January 2017 – April 2017	Update forecast with any new revenue sources and/or reductions in expenses. Prepare budget for 2017-18 with updates made at monthly Operations and Facilities Committee meetings. Estimate costs for contract obligations. Estimate costs for health care increases. Prepare preliminary budget.	Completed Completed Completed Completed
May 2017	Prepare proposed final budget for Board approval.	Completed
June 2017	Prepare final budget for Board approval.	Completed

Assessment of Goal:

This goal will be considered successful if:

- 1. Have a balance budget with a planned use of fund balance and a property tax increase that reflects the lowest tax increase possible while maintaining the integrity of instructional programs and co-curricular activities. *Through diligent efforts in the business office and the cooperation of the Superintendent and Administration, we have developed a budget for Board consideration that will require a .39% property tax increase. Assuming this increase, our 3-year average increase is .31% and our 7-year average increase is 1.39%. Both are substantially below the Act 1 Index.***

Goal was completed June 27, 2017.

- 2. The Target Goal of under 3% of expenditure variance was met at the end of the June 30, 2017. *With some adjustments, we anticipate meeting this benchmark, but we will not have final data until our audit is completed in the fall. One large known adjustment that needs to be made relates to the PlanCon funding “earned” in 2015-2016 that was not received until 2016-2017. When preparing the budget for 2016-2017 we anticipated recognizing this revenue and creating an interfund transfer in the budget to offset the revenue. It was determined that we should accrue this revenue into the 2015-2016 school year. Therefore, we have budgeted \$850,000 too much in both revenue and expenditures.***
The District has recognized a surplus of approximately \$1.173 million for the 2016-2017 school year. The expenditure variance for 2016-17 was 2.09%. The benchmark is 3%.
Goal was completed 10/18/17.

3. A final budget is passed that reflects an overall spending increase of less than 1% for non-mandated expenses.

Goal will be completed June 27, 2017. The current overall spending increase for non-mandated is negative 4.99 %, which is almost 5% under our goal.

Goal #4: To provide timely, relevant communication to each stakeholder group–

Objectives:

Create a satisfaction survey for parents, staff, and everybody else.

Areas to consider:

Parents

- Overall district communications
- Overall school communications
- Budget communications
- New initiative communications
- Balance between electronic communications and face-to-face communications

Staff

- Overall district communications
- Overall school communications
- Professional development/learning community process
- New curriculum and technology changes
- Budget communications
- New initiative communications
- Balance between electronic communications and face-to-face communications

Conduct Survey

Twenty-Five Behaviors that positively effect student achievement

Time Line	Action Steps	Evaluation of step
January-February 2017	Research survey data from other school districts and educational leadership organizations.	Completed
	Develop priorities.	Completed
March-April 2017	Review survey findings with administration and staff.	Completed

April – May 2017	<p>Review survey findings with Curriculum/Technology/Student Affairs Committee.</p> <p>Conduct professional development planning meeting with the union leadership, administration, teachers, and support staff.</p> <p>Review survey findings with Board.</p>	<p>September 2017</p> <p>Fall 2017 On-Going</p> <p>Fall 2017 Completed</p>
May-June 2017	<p>Updates to parents and staff on the survey.</p> <p>Take Survey.</p>	<p>Fall 2017 Completed</p> <p>Spring 2017 Establish Baseline</p> <p>Spring 2018</p>

Assessment of Goal:

This goal will be considered successful if:

A satisfaction survey for parents and staff has been created and surveys taken.

The satisfaction survey was created and reviewed.