

SPECIAL EDUCATION DEPARTMENT

Goal: The MOISD will increase communication effectiveness.

Strategies	Action Steps	Responsible Person(s)	Timeline/ Frequency
1. Improve external communication	Implement a monthly newsletter to be disseminated to all local SE teachers that includes updates from MDE-OSE, CASE and MAASE.	SE Admin Team	Monthly
2. Improve internal communication	Same as above	SE Administration	Monthly
3. Improve communication with the community	Implement a SE Facebook page to showcase highlights from the SE department together with tips and tools for teachers and families from various disciplines each month (i.e. speech, OT, PT, etc).	SE Admin and Allyse Ward	Updated Monthly

Goal: The MOISD will foster and support a positive culture.

Strategies	Action Steps	Responsible Person(s)	Timeline/ Frequency
1. Foster and support a positive culture with external stakeholders	In keeping with our mantra of "We're here to make good things happen for other people," the SE department will recognize local SE staff who are "Caught" making good things happen for other people. This recognition includes a certificate and posting in our monthly newsletter together with our newly created Facebook page.	All SE staff will look for and nominate local staff monthly. SE administration will be responsible for awarding the certificate to the local staff.	Monthly
2. Foster and support a positive culture with internal stakeholders	The SE department will create an "Orange Committee comprised of a representative from each area to serve a role similar to a social committee" who will keep the department informed of celebrations, staff who made need additional support due to an illness or loss, etc.	SE Admin to determine representatives to serve on committee, then Orange Committee	Monthly
3. Foster and support a positive culture with community stakeholders	The SE Department will increase their involvement on community and agency committees.	All SE Administraton	Monthly Meetings

Goal: The MOISD will positively impact student success through programs and services.

Strategies	Action Steps	Responsible Person(s)	Timeline/ Frequency
1. Provide high quality programs and services to ISD staff and students.	The SE Department will survey staff regarding needs/requests for professional learning and provide what is requested as a way to continue to improve and enhance outcome for students.	K. Tufnell, w/ survey developed by all SE Administration.	Before the end of the 2018-19 school year with PD implemented during the 2019-20 school year.
2. Provide high quality programs and services to LEA staff and students.	The SE Department will survey local SE teachers regarding needs/requests for professional learning and revise hat is requested as a a to continue to improve and enhance outcomes for students.	K. Tufnell w/survey developed by all SE Administration.	Before the end of the 2018-19 school with PD implemented during the 2019-20 school year.
3. Provide high quality programs and services to community members.	The SE Department will make all appropriate professional learning available to outside agency and community members.	SE Administration via Facebook	When PD opportunities are scheduled.

2019-2020 MOISD Board Of Education Goals

Goal: The MOISD will increase communication effectiveness.

Strategies	Action Steps	Responsible Person(s)	Timeline/ Frequency
1. Improve external communication	1. MOISD Boards members will share key information from each month's MOISD Board Meeting with the Board Secretary of each LEA Board.	Individual Board Members on a Scheduled/Rotational Basis	2x/Year
2. Improve internal communication	1. MOISD Board Members will provide hand-written feedback to an MOISD team or individual staff members. 2. One monthly message from a Board member to be shared with all MOISD staff.	All MOISD Board Members	Minimum of 2x/year or as appropriate
3. Improve communication with the community	1. Every Board member attend a community event as a representative of the MOISD.	All MOISD Board Members	Minimum of 1x/Year

GOAL: The MOISD will foster and support a positive culture

Strategies	Action Steps	Responsible Person(s)	Timeline/ Frequency
1. Foster and support a positive culture with external stakeholders	Each MOISD Board member will connect with a Board member from an LEA.	All MOISD Board Members	2x/Year
2. Foster and support a positive culture with internal stakeholders	Each MOISD Board member will attend multiple MOISD events/activities.	All MOISD Board Members	Minimum of 2x/Year
3. Foster and support a positive culture with community stakeholders	The MOISD will host an additional County School Board Meeting to encourage collaboration and culture.	Board President/Superintendent	By June 30, 2020

CAREER & TECHNICAL EDUCATION

GOAL: The MOISD will increase communication effectiveness

Strategies	Action Steps	Responsible Person(s)	Timeline/ Frequency
1 Improve external communication (LEAs)	Create and implement an LEA communication plan: - list of who should be included in correspondence regarding Student concerns and achievements -better exposure in LEAs' career day events -send monthly CTE report to LEAs including program-specific highlights and events	Caleb Martz, Wendy Chupp, Jill Ray, and Mike Miller	Created and implemented by August 2019, updated annually
	Grant Skyward access to at least one LEA contact person for their Students	Caleb Martz, Wendy Chupp, Jodie Nunn, Holly Kage, and Tech Dept	Implemented by September 2019
2 Improve internal communication	Complete MOCC employee reference guide	Caleb Martz	First draft completed by August 2019
	Create and implement an internal communication plan: -expectations for email response time -list of who should be included for various topics -Google Drive file management	Wendy Chupp and Caleb Martz	Created and implemented by August 2019, updated annually
3 Improve communication with the community	Adjust Open House format to include tours during the day	SALT	Spring 2020

GOAL: The MOISD will foster and support a positive culture

Strategies	Action Steps	Responsible Person(s)	Timeline/ Frequency
1 Foster and support a positive culture with external stakeholders	-Ensure all interactions with external stakeholders are positive, friendly, helpful, and productive -Frame discussions around what's best for Students and not what's convenient for adults	Everyone! :)	Everyday! :)
2 Foster and support a positive culture with internal stakeholders	Schedule staff activity: -potluck on PD day -lunch at the Rock -FSU football game -ropes course or team-building (Cran Hill, Ferris, etc) -Whitecaps game	SALT	One activity per term for 19-20 school year
3 Foster and support a positive culture with community stakeholders	Continue to participate in homecoming parades and other community events	All MOCC programs SALT	Fall (Varies)
	Increase social media presence: -feature program(s) the same month as northend display case	Caleb Martz, Holly Kage, & Shelby VanScoyoc	Weekly

GOAL: The MOISD will positively impact student success through programs and services

Strategies	Action Steps	Responsible Person(s)	Timeline/ Frequency
1 Provide high quality programs and services to ISD staff and students	Teachers will participate in Learning Labs	All MOCC teachers	Annually, each teacher will: -teachers observe each teacher within their Scoreboard Team -have all observations scheduled by the end of term 1 and completed by term 4
2 Provide high quality programs and services to LEA staff and students	Establish an ISD-wide bring your son/daughter to work day	Mike Miller	Begin discussions with stakeholders now - have plan by end of Term 3 of 19-20 school year
	Develop and provide weekend and/or summer camps for students to experience career awareness and exploration	SALT	Have plan created by end of Term 4 of 19-20 school year
3 Provide high quality programs and services to community members	Enhance partnerships in order to increase accessibility of workforce development training -Michigan Works! West Central, Chamber, Mid Michigan College, Ferris	Mike Miller and Shelby Vanscoyoc	19-20 school year

GENERAL EDUCATION			
Goal: The MOISD will increase communication effectiveness.			
Gen. Ed. Overarching goal: To improve relationships with local districts.			
Strategies	Action Steps	Responsible Person(s)	Timeline/ Frequency
1. Improve external communication	Team: Create a master menu of services and professional learning opportunities (Coaching, Learning, Shared Library)	Team	Fall 2019
	Individual: Pre planning, reminder and follow-up communication for PL, for individual trainings	Individual/Team	As needed for professional learning
	Better physical direction when providing training information to attendees (this might be more of an ISD wide thing)...ie. an actual map directing participants to the correct building	Team/Director	Fall 2019
	Plan face-to-face meeting with superintendents to share Gen. Ed. menu and how the General Education team can support them. The purpose is to gain access to local school boards to share the above mentioned information.	Team	Fall 2019
2. Improve internal communication	Team: Team meetings-open forum	Individual	As needed
	Individual: Google Calendars, Office "board."	Individual	As needed
3. Improve communication with the community	Board reports, school board meetings (highlight what the ISD offers rather than just being in the audience. Take our show on the road.	Team	As soon as possible
	Offer more information summits such as on the Read by Third Grade Law and other content specific changes: Trauma informed, CCSS, etc.	Team/content areas	Visit every district once a year as a team
	Have informational booths at Family Fun Nights, open-houses or PTCs	Consultants	As requested
Goal: The MOISD will foster and support a positive culture.			
Gen. Ed. Overarching goal: To improve relationships with local districts			
Strategies	Action Steps	Responsible Person(s)	Timeline/Frequency
1. Foster and support a positive culture with external stakeholders	Be present in the districts- have days set aside to visit local districts	Team	Bimonthly
2. Foster and support a positive culture with internal stakeholders	Hold monthly meetings to voice concerns and have a protocol for addressing concerns	Team	Monthly
3. Foster and support a positive culture with community Stakeholders	Offer informational summits, etc. to keep the community informed	Team	As needed per new legislation, research, content changes, etc.
	Attend board meetings, support local community efforts: Evert Reads	Team	Once a year
	Attend town meetings such as the Friends of Evert or Mecosta Reads, etc. have booths at Family Fun Nights, openhouses or PTCs	Team	Once a year
Goal: The MOISD will foster and support a positive culture.			
Gen. Ed. Overarching goal: To improve relationships with local districts			
Strategies	Action Steps	Responsible Person(s)	Timeline/Frequency
1. Provide high quality programs and services to ISD staff and students.	Revisit menu of services (+1)	Team	Spring 2020
	Increase time in the ISD schools based on need and state initiatives	Team/Director	As requested
2. Provide high quality programs and services to LEA staff and students.	Revisit menu of services (+1)	Team	Spring 2020
	Increase time in the ISD schools based on need and state initiatives	Team/Director	As requested
3. Provide high quality programs and services to community members	Share a menu of services at board meetings, have booths at Family Fun Nights, openhouses or PTCs	Team	Annually

SPECIAL PROJECTS

Goal: The MOISD will increase communication effectiveness.

Strategies	Action Steps	Responsible Person(s)	Timeline/ Frequency
1. Improve external communication	Monthly reports from all interest areas included in the Board Report	Director w/all staff contributing	Monthly
	Program updates and activities on social media	Family Engagement Team	Weekly
2. Improve internal communication	Weekly memo from Doug	Bldg. Coordinators and Director	Weekly
	Weekly Zoom Meetings	Director	Weekly (scheduled for year-- Fridays at 8:15-9 AM)
	Monthly Staff Meetings	Director & ECS	Monthly (scheduled for year-- 2nd Friday of the month)
3. Improve communication with the community	Monthly article in the newspaper	All	Monthly
	More fliers and social media posts about our events--see prior goal	All	As they occur

Goal: The MOISD will foster and support a positive culture.

Strategies	Action Steps	Responsible Person(s)	Timeline/ Frequency
1. Foster and support a positive culture with external stakeholders	Invite more groups into our programs to see what we are doing	All	Monthly
2. Foster and support a positive culture with internal stakeholders	Build effective working relationships with SE staff through STAT process	All GSRP Staff and SE Itinerant and Admins, ECS	Ongoing
	Develop onboarding process and implement for GSRP Staff	ECS, Director and AdHoc committee members	In process now--complete by Christmas Break
3. Foster and support a positive culture with community stakeholders	Book walks & family engagement events	Family Engagement	Take five survey results will be posted here for each event.
	Expo Events	GSC/Family Engageent	One in each county fall and spring--Take five results will be posted here.

Goal: The MOISD will positively impact student success through programs and services.

Strategies	Action Steps	Responsible Person(s)	Timeline/ Frequency
1. Provide high quality programs and services to ISD staff and students.	Continue work with CMH	Admin	Ongoing
	Enhance Lunch and Learn	SE & SP Admin. ECS	Min. 5 opportunities
2. Provide high quality programs and services to LEA staff and students.	Collaborate with LEA kindergarten teachers	Admin, ECS, and GSRP Teachers	Three times/ year min. Dates, Agendas, Minutes and meeting outcomes will be found here.
3. Provide high quality programs and services to community members.	Continue building relationships with child care providers	GSC, Family Engagement, GSRP Staff, Admin	Ongoing--Quarterly Reports will be added here
	Before/After School Care	All	Ongoing--Summary of EW experience and study of expanding to other areas will include here.

TECHNOLOGY

Goal: The MOISD will increase communication effectiveness.

Strategies	Action Steps	Responsible Person(s)	Timeline/ Frequency
1. Improve external communication (LEAs)	Publication of newsletter, department reports • social media presence	Tech Team and CTO	2019 - 2023 Quarterly
	Do a weekly check in with all technology LEA technology departments	CTO/MoTech	2020 - 2023 Bi-Weekly
	Do strategic planning session with the LEA technology departments	CTO/MoTECH	2019 - 2023 Bi-Yearly
2. Improve internal communication	Newsletter publication to MOISD Staff on Technology news	Tech Team, CTO	2019 -2023 Quarterly
	Complete a Technology Department handbook	Team and CTO	2020 - 2023 Check for updates yearly
3. Improve communication with the community	Present at community groups as Rotary, Chamber, Lions groups	CTO/MoTech	2019 - 2023 two times a year
	Help the Chamber on its broadband initiative	CTO/MoTech	2020 -2023 one time a year to help with surveys and meet with them quarterly
	Keep information on the website fresh	Department Staff, Tech Team, Web admin	2019 - 2023 monthly

Goal: The MOISD will foster and support a positive culture.

Strategies	Action Steps	Responsible Person(s)	Timeline/ Frequency
1. Foster and support a positive culture with external stakeholders	Meet with the General LEA Teams	CTO, Gen Ed Team	2019 -2023 Quarterly
	Get feedback on Website with Focus groups	CTO	2019 -2023 - One time a year
	Newsletter of Motech projects and successes	CTO, Team	2019 - 2023 Quarterly
2. Foster and support a positive culture with internal stakeholders	Send a thank you note to someone in the MOISD Email and some handwritten	Tech Team	2019 - 2023 two to three times a week
	Staff activities and joining other MOISD groups for activities as Lunch get together, Outdoor Outing	All Tech Team members, Admin Group	2019 - 2023 Bi-Monthly
	Send a follow up with in five days of the completion of a work ticket asking how everything is working and the Survey	Tech Team	2019 - 2023 daily
	MORC Building shared lunches	Tech Team	2019 - 2023 A minimum of 6 times a year
3. Foster and support a positive culture with community stakeholders	Work with the Chamber on there Broadband project	MoTech Members	2019 -2023 as needed
	Host a Internet Safety night	CTO, Motech Members	One time a year starting in 2019-2020 on going
	Working with community group in a STEM project	MoTech Members	One time a year starting in 2020-2021 on going

The MOISD will positively impact student success through programs and services.

Strategies	Action Steps	Responsible Person(s)	Timeline/ Frequency
1. Provide high quality programs and services to ISD staff and students.	Use best practices & research-based methods for Educational Technology implementation	Tech team and CTO	2021 -2023 Bi-Annually
	Do site visit to see other ISD/RESA/ESA best practices in programs and services	MoTech Group	2020 -2023 Bi-Annually
	Do classroom experience with students	Tech team and CTO	2019 -2023 Quarterly
2. Provide high quality programs and services to LEA staff and students.	Create a catalog of Services to the LEA's	Tech Team and CTO	2019-2020 Update Annual
	Do best practices and needs assessments with LEAs seek their input on services	MoTech Group	2021 -2023 Annually
	Annually check the catalog of Services and Programs	Tech Team and CTO	2020-2023 Annually
3. Provide high quality programs and services to community members.	Website enhancement of Programs and service work with each department	Department Staff, Tech Team and Web Admin	2019 -2023 As requested by each department
	Child Internet Safety program working with the Michigan AG office	MoTech and MOISD	2019 - 2023 Annally