

# **STRATEGIC MANAGEMENT PLAN**

*Executive Director Tarin Kendrick*

*2017-2020*

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## **Introduction:**

I am pleased to share with you the 2018-2020 NTDSE Strategic Plan. This plan was developed with input from a diverse team of parents/families, staff, Governing Board members, Superintendents, District liasons and community members. These Stakeholders helped create this plan through a SWOT (Strength, Weakness, Opportunities, and Threat) analysis conducted by the Governing Board in Spring of 2017. Through the SWOT analysis and survey data, this document was created to help chart the future of NTDSE. I would like to express my sincere gratitude to all those who volunteered their time and talents to help create this plan to guide our future.

The diligence and foresight of our Planning Team reaffirmed the existing Mission (2007), Beliefs (2007), Vision (2011) and Purpose(2011) statements that have guided our organization. The Planning Team focused on updating the NTDSE Traditions: Traditions clearly communicate the practices that NTDSE invests, prioritizes, and focuses its efforts. The team also created five Strategic Priorities that include goals, objectives, action steps and verification indicators. These Strategic Priorities now represent core components of our work for the next three years.

As with any planning document, I ask that you view the NTDSE Strategic Plan as a dynamic rather than a static resource. This plan can be modified, as needed, to reflect changes in education need or available resources. The Governing Board and NTDSE Community can expect bi-annual updates on the progress of this plan as well as, regular demonstrations of the connectedness between our plan and recommendations to the Governing Board.

I encourage you to view this Strategic Plan and familiarize yourself with this important planning tool for NTDSE. As always, thank you for your support of NTDSE.

## **Mission Statement:**

The Niles Township District for Special Education, in collaboration with its member school districts and families, provides an array of quality programs that create optimum learning experiences to meet each child's specialized needs.

## **Core Values and Beliefs:**

- NTDSE believes that programs and student interventions should be based upon sound research and provide documented evidence of their effectiveness.
- NTDSE supports and helps build effective programs in member districts through research-based intervention programs and quality professional development.
- NTDSE believes in strong, meaningful, collaboration with families to meet their children's changing needs.
- NTDSE is an advocate for public policy and legislation benefiting children with special needs.

## **Vision Statement:**

To be recognized as an organization out in front of education.

## **Purpose Statement:**

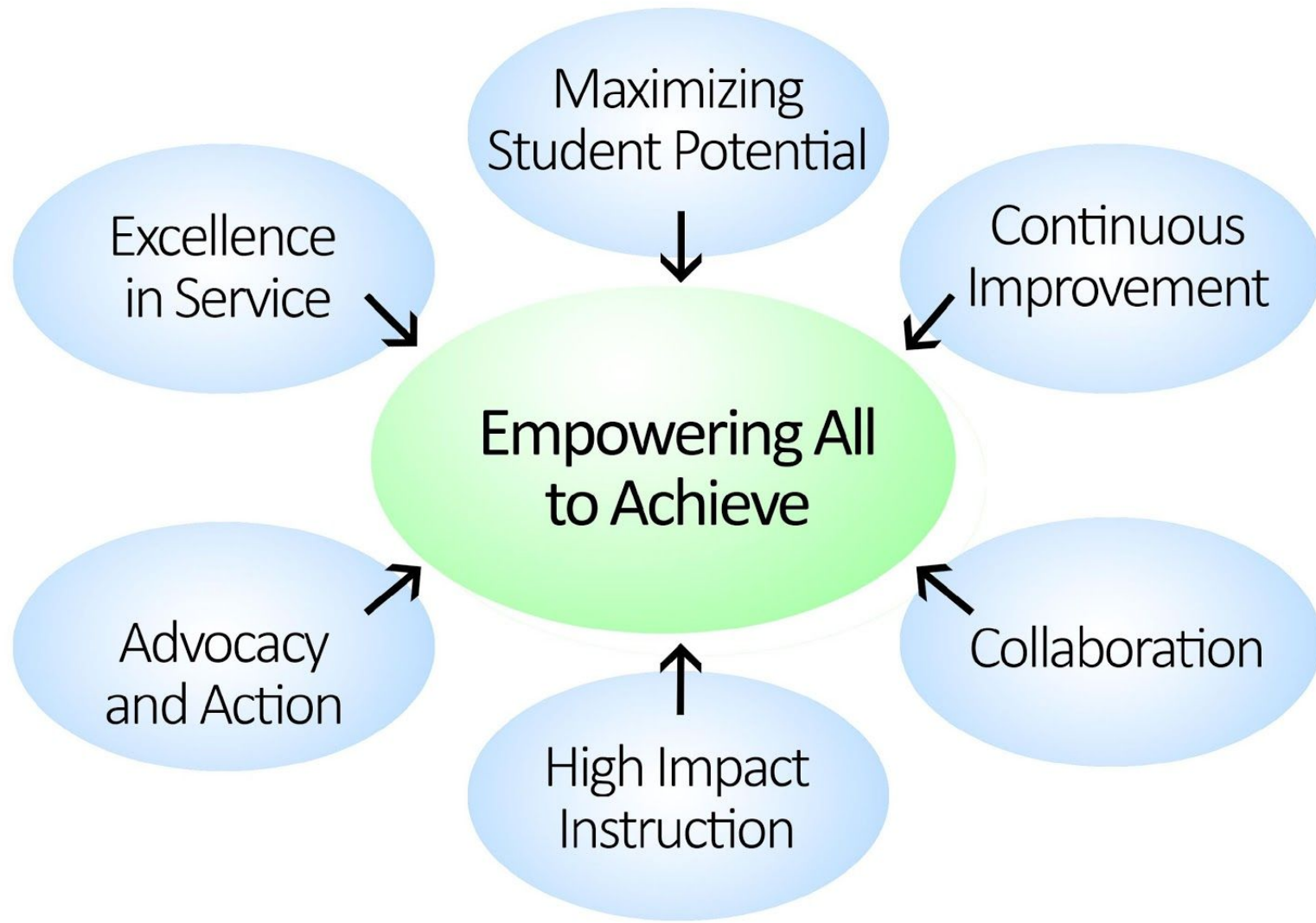
Empowering all to achieve.

## **Traditions:**

- Maximizing Student Potential
- Continuous Improvement
- Collaboration
- High Impact Programming
- Advocacy and Action
- Excellence in Service

# FRAMING YOUR FOCUS

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## **Strategic Priorities:**

### **Strategic Priority 1: Building a Connected Community**

*Expand the systematic connections of all stakeholders.*

### **Strategic Priority 2: Image and Awareness**

*Refine the district's image and increase awareness.*

### **Strategic Priority 3: High Impact Programming**

*Provide all children with access to high impact services.*

### **Strategic Priority 4: Partnerships**

*Develop and maintain family and community partnerships to foster collaboration, cooperation, and support.*

### **Strategic Priority 5: Facilities**

*Ensure that facilities meet the ever-changing needs of our students.*

# Strategic Priority 1: Building a Connected Community

<b>GOAL:</b> <i>Expand the systematic connections of all stakeholders.</i>				
OBJECTIVES	ACTION PLAN	VERIFICATION INDICATOR	GOAL CHAMPION	TIMELINE
Ensuring systematic connections of students to their schools	Collect baseline data through surveys and observations	Report and/or publish results of survey data	Candice	17-18
	Establish a unified process that includes procedures, checklists, and trainings	Observation of other entities who are successful with student connections		18-19
	Continuous and maximum integration of students	Development of procedure, checklists, and trainings		ongoing
Fostering connections among all NTDSE staff	Collect baseline data through climate and culture survey	Report and/or publish results of survey data	Sheila	17-18
	Intentional communication	Copies of specific internal communication		17-20
	Develop a peer partnerships model	Model has been created		18-19
Strengthening connections of families to NTDSE	Collect baseline data through surveys and participation trends	Email, newsletters, participation data, survey results	Chris	17-18
	Establish guidelines that include communication, participation, and develop resources to support culturally and linguistically diverse students and their families.	Guidelines have been created		18-19



## Strategic Priority 2: Image and Awareness

<b>GOAL:</b> <i>Refine the district's image and increase awareness.</i>				
OBJECTIVE	ACTION PLAN	VERIFICATION INDICATOR	GOAL CHAMPION	TIMELINE
Establishing the image	Explore marketing opportunities to assist with branding the organization	A partnership with a marketing company has been researched	Tarin	<b>17-18</b>
	Explore new logo	New logo created		<b>18-19</b>
Creating and implementing an awareness campaign	Educate audience Create "steering committee" with general education and special education liaisons.	Steering committee created	Tarin and Becky	18-19
	Teacher liaison in gen ed building	Teacher liaisons identified and communication mode determined		18-19
	Attend Staff Meeting to educate and/or promote NTDSE			17-20
	Inform audience Cross promote services of NTDSE and member districts through social media.			
	Utilization of social media strategies, ie, Facebook, constant contact, twitter	Social media reports		

## Strategic Priority 3: High Impact Programming

<b>GOAL:</b> <i>Provide all children with access to high quality services.</i>				
OBJECTIVE	ACTION PLAN	VERIFICATION INDICATOR	GOAL CHAMPION	TIMELINE
Developing common program maps aligned to relevant standards and high expectations to meet all students' ever-changing needs	Establish a student learning committee that will develop guidelines for: Curriculum implementation Instructional approaches Assessments	The committee has been established	<b>Candice, Kristin, Francesca</b>	<b>2017</b>
	Evaluate impact of guidelines through student progress data.	Guidelines have been developed		<b>18-20</b>
	Create and implement a rubric to measure and observe the fidelity of programming.	Student progress data		<b>19-20</b>
	Engage in a process of continuous problem-solving	Rubric has been created		<b>17-20</b>
Providing staff with professional learning opportunities.	Increase capacity through coaching	Evaluate and refine curriculum through the use of learning maps		17-20
	Develop and implement specific learning communities.			17-20
	Evaluate impact of coaching and learning communities through student progress, survey, and observation data			17-20

## Strategic Priority 4: Partnerships

<b>GOAL:</b> <i>Develop and maintain family and community partnerships to foster collaboration, cooperation, and support.</i>				
OBJECTIVE	ACTION PLAN	VERIFICATION INDICATOR	GOAL CHAMPION	TIMELINE
Increasing family engagement in both social and learning opportunities	Evaluate family participation and satisfaction through event attendance and survey data.	Survey and attendance data	<b>Chris &amp; Sheila</b>	<b>17-18</b>
	Intentional communication between District and Family School and Family Classroom and Family	Communication examples, ie, newsletters, email, social media reports		<b>17-20</b>
	Engage in a process of continuous problem-solving regarding family engagement	Minutes from family engagement committee meetings		<b>17-20</b>
	Enhance and expand ownership opportunities such as: Parent support groups Dining out SEED Foundation	Comparative data year-to-year		<b>year-year</b>
Expanding partnerships within Niles Township	Foster outreach with the business community through communication, presentations, open house events, and awareness training	Donations and Support, Communication artifacts	Tarin & Chris	18-20
Enhancing partnerships with social service agencies within Niles Township	Increase awareness of social service supports available to families by: Social worker to staff Social worker to families	Presentation Materials, Pre and Post Awareness Survey	Francesca	18-20
	Help the educational team connect with agencies that can assist them such as:	Pre and Post Awareness Survey, usage percentage		

	English Language Learner Center Park Districts Department of Human Services Adult Programming Mental Health Services			
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## Strategic Priority 5: Facilities

<b>GOAL:</b> <i>Ensure that facilities meet the ever-changing needs of our students.</i>				
OBJECTIVE	ACTION PLAN	VERIFICATION INDICATOR	GOAL CHAMPION	TIMELINE
Maximizing space at the Molloy Education Center	Continuous implementation and prioritization of the facility plan	Annual facility plan update	<b>Kathy</b>	<b>2017-20</b>
	Identify future needs to determine long term space utilization	Future needs have been identified	<b>Chris</b>	<b>2017-20</b>
	Adapt the facility to meet the needs of our students	The facility has been adapted as needed	<b>Chris and Kathy</b>	<b>2017-20</b>
	Explore and procure grant opportunities for building enhancements	An application for a grant has been submitted	<b>Tarin, Chris, and Kathy</b>	<b>2017-20</b>
Optimizing satellite programing in member districts	Identify future needs to determine long term space utilization	Future needs have been identified by enrollment data	Tarin and Candice	2017-20
	Continue open communication with member districts to articulate facility needs in order to foster shared ownership	Space has been procured	Tarin and Candice	2017-20
		Minutes from the NTSA meetings	Tarin and Candice	2017-20

# Definitions

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**Goals:** *Statements that clearly define and prioritize the organization's expectations. Goals should be bold and realistic statements that set a general direction, with enough specificity to be helpful.*

- *Maintenance goals*
- *Enhancement goals*
- *Exploratory goals*

**Objectives:** *The state of objectives is the planning organization's commitment to achieve specific, measurable end results. Must achieve if the organization is to accomplish its mission and be true to its beliefs.*

**Actions Steps:** *A detailed description of the specific actions required to achieve specific results necessary for the implementation of the objectives.*

**Verification Indicators:** *Tell us where we should obtain the data necessary to prove the objectives defined by the indicator have been reached.*

**Traditions:** *Clearly communicate the practices that NTDSE invests, prioritizes, and focuses its efforts.*

**Stakeholders:** *Includes members of the broader school community including staff members, students, families, community members, and the service and business community.*

**Core Values and Beliefs:** *Are the guiding principles that dictate behavior and action; they create an unwavering and unchanging guide.*