



Alcester-Hudson

SCHOOL DISTRICT 61-1

Strategic Plan & Workbook 2018-2020

Adopted December 2017

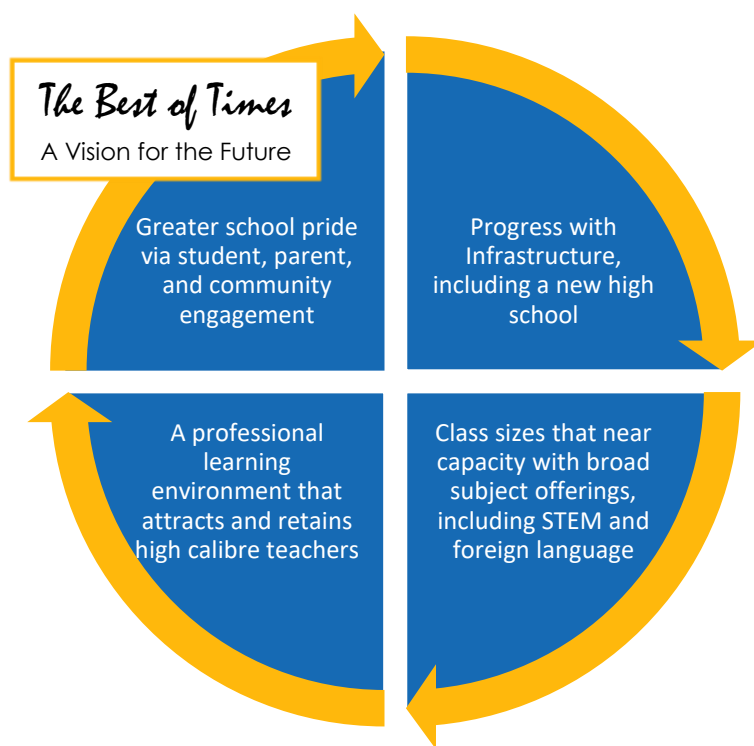
Introduction

Beginning in May 2017, with the assistance of Sage Project Consultants, LLC (a Vermillion, SD-based small business that specializes in strategic planning and evaluation), the Alcester-Hudson School Board commenced a planning process designed to ask for and incorporate stakeholder feedback. Feedback was solicited from four key constituent groups: current students, community members, teachers and staff, and school leadership (including school board members and administrative staff). Current students (Junior and Senior High School Student Council members) participated in a focus group led by the external consultants. Individual interviews were conducted with nearly a dozen individuals with leadership responsibilities at or within the School District, including school board members and administrative staff. Teachers, staff, and the community at large were queried through electronic, confidential surveys managed by the external consultants.

Each constituent group was asked the same core set of questions, which garnered feedback in areas of strength as well as areas of opportunity for the Alcester-Hudson School District officials to consider as it defined its strategic priorities for the coming three-year period.

As part of the facilitated planning discussions, school board members and administration were asked to imagine an Alcester-Hudson School District given ‘the best of times’. A summary of those features is featured to the right, with focus on creating and fostering a collaborative environment that meets if not exceeds the expectations of students, teachers, and the community.

In comparison, the school board also considered an Alcester-Hudson School District given ‘the worst of times’, whereby factors such as budget cuts, poor internal culture, and decreased enrollments may negatively impact the progressive vision of the school and community at large.



Foundation for the Future

The following rubrics represent a high-level summary of their feedback, identifying strengths and areas for improvement when asked of each constituent group.



A detailed analysis of the data collection supporting the development of this plan can be found in the attached appendix.

Through this work the School Board came to understand that four key areas of growth and enhancement were central to the success and long-term viability of Alcester-Hudson School District. These four areas include facilities and infrastructure, teacher and staff development, improved communication frequency and methods, and increased involvement and engagement across all sectors – students, parents, and the community.

The following workbook will serve as a guiding document for the School Board and administrative staff as they move the District through 2020.

Performance Indicators

The following rubric captures a series of factors that establish baseline performance and can be used to monitor forward progress of this strategic plan. These measures reflect both standardized assessment outcomes in alignment with the South Dakota Student Teacher Accountability and Reporting System as well as internal measures unique to the Alcester-Hudson School District. All indicators will be assessed annually unless otherwise noted.

| Indicator | Baseline 2016-17 | 2017-2018 | 2018-2019 | Goal 2019-20 |
|--|-----------------------------|------------------|------------------|-------------------------|
| STARS/District: Classification | Progressing | | | Status |
| STARS/District: Percent attending 94% or more of enrolled days | 80.89% | | | |
| STARS/District: ELA Multi-Year Proficiency | 54.86% | | | |
| STARS/District: Math Multi-Year Proficiency | 44.44% | | | |
| STARS/District: ELA Academic Growth | 50.00% | | | |
| STARS/District: Math Academic Growth | 56.03% | | | |
| STARS/District: Four-year cohort graduation | 92.86% | | | |
| STARS/District: High school completion | 93.33% | | | |
| STARS/District: Career readiness | 93.75% | | | |
| STARS/District: English college readiness | 68.75% | | | |
| STARS/District: Math college readiness | 37.50% | | | |
| Internal: Average ACT scores, senior class | | | | |
| Internal: Number of foreign language courses offered | | | | |
| Internal: Number of STEM courses offered | | | | |
| Internal: Class size [ratio to capacity?] | | | | |
| Internal: Teacher retention rate, by school | | | | |

| Indicator | Baseline 2016-17 | 2017-2018 | 2018-2019 | Goal 2019-20 |
|---|-------------------------------------|------------------|------------------|-------------------------|
| Community Survey: Perceived quality [much better or somewhat better] of the school district in comparison to neighboring districts | 59.1% | | | |
| Community Survey: Perceived relationship [excellent or good] between school leaders, the school board, and the community | 78.5% | | | |
| Community Survey: Communication [very satisfied or satisfied] between community and the (a) school board, (b) superintendent, and (c) other leaders | (a) 55% (b) 83% (c) 64% | | | (a) (b) (c) |
| Personnel Survey: Relationship between administration and teachers/staff [excellent or good] | 90.3% | | | |
| Personnel Survey: Communication [very satisfied or satisfied] between personnel and the (a) school board, (b) superintendent, and (c) other leaders | (a) 50.0% (b) 83.3% (c) 75.0% | | | (a) (b) (c) |
| Student Survey: [to be included] | | | | |

Priority Area A: Facilities



Provide an environment for our students that improves learning and increases extracurricular competitiveness.

Goal A.1: Create a plan to upgrade or remodel sports facilities by August 2018.

| Task | Lead | Timeframe |
|---|----------------------|-------------|
| A.1.1: Attain an estimate of upgrading or replacing the following facilities: <ul style="list-style-type: none"> - Football field bathrooms, concessions, and storage - Football field visitor seating - Track field – Phase 2 | Board Administration | May 2018 |
| A.1.2: Present estimates to school board. Prioritize projects in phased approach. Incorporate into five-year financial plan. | Board Administration | August 2018 |

Goal A.2: Create a master facility plan for the elementary school building by December 2019.

| Task | Lead | Timeframe |
|---|----------------------|----------------|
| A.2.1: Attain an estimate of upgrading or replacing the following facilities: <ul style="list-style-type: none"> - Security system - Landscaping - Restrooms / locker room updates - HVAC updates in gym - Playground equipment - Smart School capabilities for energy efficiencies - Technology – internet, audio-video - In-ground sprinkler system | Board Administration | September 2019 |
| A.2.2: Present estimates to school board. Prioritize projects in phased approach. Incorporate into five-year financial plan. | Board Administration | December 2019 |

Goal A.3: Address supporting infrastructure, including signage and a bus barn, in the master facility plan by May 2020.

| Task | Lead | Timeframe |
|---|----------------------|------------|
| A.3.1: Attain an estimate of upgrading or replacing the following infrastructure: <ul style="list-style-type: none"> - Signage and directions to schools - Billboard(s) - Signs on bleachers Present estimates to school board. Prioritize projects in phased approach. Incorporate into five-year financial plan. | Board Administration | April 2018 |
| A.3.2: Attain an estimate of constructing a bus barn or purchasing building. Determine go or no go decision. | Board Administration | May 2020 |

Goal A.4: Explore options to sell or repurpose existing high school building.

| Task | Lead | Timeframe |
|---|----------------------|------------------|
| A.4.1: Develop a list and contact prospective buyers to tour building and develop a proposal. | Board Administration | May 2018 |
| A.4.2: Present options to school board for go/no go decision. | Board Administration | TBD |

Priority Area B: Personnel



Facilitate teacher and retention professional development to increase retention and student outcomes.

Goal B.1: Partner with regional school districts to host an in-service program in 2020 that is responsive to the needs and professional interests of our teachers and staff.

| Task | Lead | Timeframe |
|--|----------------|--------------------------------|
| B.1.1: Develop a partnership agreement and project plan with regional schools. Agree on budget, location, and dates. | Administration | November 2018 |
| B.1.2: Attain teacher feedback on suggested training topics. Based on feedback, develop agenda. | Administration | March 2019 |
| B.1.3: Market in-service program. | Administration | September 2019 – February 2020 |
| B.1.4: Host in-service program. | Administration | March 2020 |
| B.1.5: Conduct a post-evaluation to inform next in-service program. | Administration | April 2020 |

Goal B.2: Identify and implement innovative strategies that increase teacher retention.

| Task | Lead | Timeframe |
|--|----------------------|------------------------------|
| B.2.1: Investigate retentions strategies and present to the Board meeting. | Administration Board | September 2018 |
| B.2.2: Consider a retention bonus agreement. | Administration Board | December 2018 |
| B.2.3: Consider an alternative schedule. Engage teachers in the analysis. | Administration Board | March 2019 |
| B.2.4: Identify mentoring and preparing potential internal candidates for new roles. | Administration | August 2019 |
| B.2.5: Analyze organizational infrastructure and plan ahead or retirements of key players annually at each February Board meeting. | Administration | Annually in February |
| B.2.6: Continue to have a relationship with USD and other higher education institutions to have USD student teachers. Facilitate a post interview. | Administration | Annually in December and May |

Priority Area C: Communication



Increase and improve communication between personnel, school board members, parents, students, and the community.

Goal C.1: Develop a comprehensive communication program, and present recommendations for implementation to the school board by February 2018.

| Task | Lead | Timeframe |
|---|--|---------------|
| C.1.1: Develop guidelines and expectations of communication from school. Determine chain of command and appropriate channels. <ul style="list-style-type: none"> - Website (developed and updated) - Social media (Facebook) - Newsletter (every two months; paper and website) - Text messages Define responsibilities and frequency of communication. | Tim Rhead Tara Cole Jay Hallaway | January 2018 |
| C.1.2: Recommend communication plan to school board. | Board | February 2018 |

Goal C.2: Ensure 100% utilization of Infinite Campus across all grade levels among teachers, and leverage that tool as the primary vehicle for communicating academic plans and status to students and parents.

| Task | Lead | Timeframe |
|--|---------------|---|
| C.2.1: Ensure teachers know how to use platform. Provide guidelines on posting syllabus, homework, and grades. | Leeann Haisch | Guidelines – June 2018 |
| C.2.2: At fall elementary (grade 3+), junior and high school conferences, offer parents and guardians training on how to use platform. | Leeann Haisch | October annually |
| C.2.3: Send reminders to use platform in newsletter and social media. | Tim Rhead | September annually February annually |

Goal C.3: Create and foster a culture of open communication between the community and the school board.

| Task | Lead | Timeframe |
|--|--------------------------------------|-------------------------|
| C.3.1: Post pictures and biographies of school board members. | Each board member Kathy Johannson | March 2018 |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| C.3.3: In the communication plan (C.1), include frequency and method to address questions and answers. | Board | TBD |

Goal C.4: Create and launch a mobile app for the school district by August 2020.

| Task | Lead | Timeframe |
|--|----------------|--------------|
| C.4.1: Outline requirements of mobile app. | Administration | May 2018 |
| C.4.2: Reach out to vendors to attain proposal on initial and maintenance costs. | Administration | July 2018 |
| C.4.3: Launch app. Release app announcement in all communication methods. | Administration | January 2019 |
| C.4.4: Consider training parents at conferences (concurrent with Infinite Campus). | Administration | March 2019 |

Priority Area D: Community



Increase student, parent, and community involvement in support of academic programming and extracurricular activities.

Goal D.1: Increase student interest and engagement in academic and extracurricular activities through regular exposure and positive reinforcement.

| Task | Lead | Timeframe |
|--|-----------------|--------------------|
| D.1.1: Update website and create mobile phone app. Engage students to define requirements and test. | Administration | March 2018 |
| D.1.2: Post photos of students participating in activities on social media and website with information on how to get involved. | Administration | Launch August 2018 |
| D.1.3: Highlight seniors with biography in print and/or social media. | Administration | Launch August 2018 |
| D.1.4: Continue to leverage booster club programming to incentivize students to participate in sports. | Booster Club | Ongoing |
| D.1.5: Engage K – 5 students and expose kids to sports by partnering with Booster Club, volunteers, high school students, and high school coaches. | Administration | Launch August 2018 |
| D.1.6: Facilitate a student survey. | Student Council | Annually in March |

Goal D.2: Create opportunities for all parents to engage in academic and extracurricular activities, and market through enhanced communication strategies (e.g. mobile app).

| Task | Lead | Timeframe |
|--|----------------|--------------------|
| D.2.1: Update website and create mobile phone app. Engage parents to define requirements and test. | Administration | March 2018 |
| D.2.2: Host a kindergarten graduation in conjunction with spring picnic. | Administration | Annually in May |
| D.2.3: Recruit and recognize parent volunteers to help with academic and extracurricular activities. | Booster Club | Launch August 2018 |

Goal D.3: Create and foster an environment where community engagement drives academic and extracurricular activities, supported by capital improvement and fundraising campaigns.

| Task | Lead | Timeframe |
|---|-------------------------|-----------------------|
| D.3.1: Update website and create mobile phone app. | Administration | March 2018 |
| D.3.2: Partner with the community on special events. For example, farmer's market, fireworks at homecoming. | Board | May 2019 |
| D.3.3: Participate in Hudson Homecoming (band, football kids, royalty) | Board Administration | Launch September 2018 |
| D.3.4: Two - four times per year, open gyms for community game nights. | Administration | Launch September 2019 |
| D.3.5: Participate in Meals on Wheels program. | Board | Launch September 2019 |
| D.3.6: Participate in community service projects. | Board | 4 each year |

Goal D.4: Leverage Cub Days to be the district's premier event for student, parent, and community involvement.

| Tasks | Lead | Timeframe |
|--|-----------------------------|-------------------------------------|
| D.4.1: Create a Cub Days Planning Committee. | Board | Annually in February |
| D.4.2: Create Cub Days model of events and plan. | Cub Days Planning Committee | Annually February through September |
| D.4.3: Host All school reunion at Cub Days. | Cub Days Planning Committee | Annually in September |

Timeline

In order to better manage the strategic plan, the tasks under each goal are ordered chronological order. The Board and Administration may use the timeline below to drive agendas and action items.

| Task | Lead | Timeframe |
|---|--|---|
| JANUARY 2018 | | |
| C.1.1: Develop guidelines and expectations of communication from school. Determine chain of command and appropriate channels. <ul style="list-style-type: none"> - Website (developed and updated) - Social media (Facebook) - Newsletter (every two months; paper and website) - Text messages Define responsibilities and frequency of communication. | Tim Rhead Tara Cole Jay Hallaway | January 2018 |
| D.1.4: Continue to leverage booster club programming to incentivize students to participate in sports. | Booster Club | Ongoing |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| FEBRUARY 2018 | | |
| C.1.2: Recommend communication plan to school board. | Board | February 2018 |
| C.3.3: In the communication plan (C.1), include frequency and method to address questions and answers. | Board | TBD |
| C.2.3: Send reminders to use platform in newsletter and social media. | Tim Rhead | September annually February annually |
| B.2.5: Analyze organizational infrastructure and plan ahead or retirements of key players annually at each February Board meeting. | Administration | Annually in February |
| D.4.1: Create a Cub Days Planning Committee. | Board | Annually in February |
| D.4.2: Create Cub Days model of events and plan. | Cub Days Planning Committee | Annually February through September |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| MARCH 2018 | | |
| C.3.1: Post pictures and biographies of school board members. | Each board member Kathy Johannson | March 2018 |
| D.1.1: Update website and create mobile phone app. Engage students to define requirements and test. | Administration | March 2018 |
| D.1.6: Facilitate a student survey. | Student Council | Annually in March |
| D.2.1: Update website and create mobile phone app. Engage parents to define requirements and test. | Administration | March 2018 |
| D.3.1: Update website and create mobile phone app. | Administration | March 2018 |

| Task | Lead | Timeframe |
|--|----------------------|------------------------------|
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| APRIL 2018 | | |
| A.3.1: Attain an estimate of upgrading or replacing the following infrastructure: <ul style="list-style-type: none"> - Signage and directions to schools - Billboard(s) - Signs on bleachers Present estimates to school board. Prioritize projects in phased approach. Incorporate into five-year financial plan. | Board Administration | April 2018 |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| MAY 2018 | | |
| A.1.1: Attain an estimate of upgrading or replacing the following facilities: <ul style="list-style-type: none"> - Football field bathrooms, concessions, and storage - Football field visitor seating - Track field – Phase 2 | Board Administration | May 2018 |
| A.4.1: Develop a list and contact prospective buyers to tour building and develop a proposal. | Board Administration | May 2018 |
| A.4.2: Present options to school board for go/no go decision. | Board Administration | TBD |
| B.2.6: Continue to have a relationship with USD and other higher education institutions to have USD student teachers. Facilitate a post interview. | Administration | Annually in December and May |
| C.4.1: Outline requirements of mobile app. | Administration | May 2018 |
| D.3.6: Participate in community service projects. | Board | 4 each year |
| JUNE 2018 | | |
| C.2.1: Ensure teachers know how to use platform. Provide guidelines on posting syllabus, homework, and grades. | Leeann Haisch | Guidelines – June 2018 |
| JULY 2018 | | |
| C.4.2: Reach out to vendors to attain proposal on initial and maintenance costs. | Administration | July 2018 |
| AUGUST 2018 | | |
| A.1.2: Present estimates to school board. Prioritize projects in phased approach. Incorporate into five-year financial plan. | Board Administration | August 2018 |
| D.1.2: Post photos of students participating in activities on social media and website with information on how to get involved. | Administration | Launch August 2018 |
| D.1.3: Highlight seniors with biography in print and/or social media. | Administration | Launch August 2018 |
| D.1.4: Continue to leverage booster club programming to incentivize students to participate in sports. | Booster Club | Ongoing |
| D.1.5: Engage K – 5 students and expose kids to sports by partnering with Booster Club, | Administration | Launch August 2018 |

| Task | Lead | Timeframe |
|--|-----------------------------|---|
| volunteers, high school students, and high school coaches. | | |
| D.2.3: Recruit and recognize parent volunteers to help with academic and extracurricular activities. | Booster Club | Launch August 2018 |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| SEPTEMBER 2018 | | |
| B.2.1: Investigate retentions strategies and present to the Board meeting. | Administration Board | September 2018 |
| C.2.3: Send reminders to use platform in newsletter and social media. | Tim Rhead | September annually February annually |
| D.3.3: Participate in Hudson Homecoming (band, football kids, royalty) | Board Administration | Launch September 2018 |
| D.4.3: Host All school reunion at Cub Days. | Cub Days Planning Committee | Annually in September |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| OCTOBER 2018 | | |
| C.2.2: At fall elementary (grade 3+), junior and high school conferences, offer parents and guardians training on how to use platform. | Leeann Haisch | October annually |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| NOVEMBER 2018 | | |
| B.1.1: Develop a partnership agreement and project plan with regional schools. Agree on budget, location, and dates. | Administration | November 2018 |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| DECEMBER 2018 | | |
| B.2.2: Consider a retention bonus agreement. | Administration Board | December 2018 |
| B.2.6: Continue to have a relationship with USD and other higher education institutions to have USD student teachers. Facilitate a post interview. | Administration | Annually in December and May |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| JANUARY 2019 | | |
| C.4.3: Launch app. Release app announcement in all communication methods. | Administration | January 2019 |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| FEBRUARY 2019 | | |
| B.2.5: Analyze organizational infrastructure and plan ahead or retirements of key players annually at each February Board meeting. | Administration | Annually in February |
| D.4.1: Create a Cub Days Planning Committee. | Board | Annually in February |
| D.4.2: Create Cub Days model of events and plan. | Cub Days Planning Committee | Annually February through September |

| Task | Lead | Timeframe |
|--|-------------------------|---|
| C.2.3: Send reminders to use platform in newsletter and social media. | Tim Rhead | September annually February annually |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| MARCH 2019 | | |
| B.1.2: Attain teacher feedback on suggested training topics. Based on feedback, develop agenda. | Administration | March 2019 |
| B.2.3: Consider an alternative schedule. Engage teachers in the analysis. | Administration Board | March 2019 |
| C.4.4: Consider training parents at conferences (concurrent with Infinite Campus). | Administration | March 2019 |
| D.1.6: Facilitate a student survey. | Student Council | Annually in March |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| APRIL 2019 | | |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| MAY 2019 | | |
| D.3.2: Partner with the community on special events. For example, farmer's market, fireworks at homecoming. | Board | May 2019 |
| B.2.6: Continue to have a relationship with USD and other higher education institutions to have USD student teachers. Facilitate a post interview. | Administration | Annually in December and May |
| D.2.2.: Host a kindergarten graduation in conjunction with spring picnic. | Administration | Annually in May |
| D.3.6: Participate in community service projects. | Board | 4 each year |
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| AUGUST 2019 | | |
| B.2.4: Identify mentoring and preparing potential internal candidates for new roles. | Administration | August 2019 |
| D.1.4: Continue to leverage booster club programming to incentivize students to participate in sports. | Booster Club | Ongoing |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| SEPTEMBER 2019 | | |
| B.1.3: Market in-service program. | Administration | September 2019 – February 2020 |
| A.2.1: Attain an estimate of upgrading or replacing the following facilities: <ul style="list-style-type: none"> - Security system - Landscaping - Restrooms / locker room updates - HVAC updates in gym - Playground equipment - Smart School capabilities for energy efficiencies | Board Administration | September 2019 |

| Task | Lead | Timeframe |
|--|-----------------------------|---|
| - Technology – internet, audio-video In-ground sprinkler system | | |
| C.2.3: Send reminders to use platform in newsletter and social media. | Tim Rhead | September annually February annually |
| D.3.4: Two – four times per year, open gyms for community game nights. | Administration | Launch September 2019 |
| D.3.5: Participate in Meals on Wheels program. | Board | Launch September 2019 |
| D.4.3: Host All school reunion at Cub Days. | Cub Days Planning Committee | Annually in September |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| OCTOBER 2019 | | |
| C.2.2: At fall elementary (grade 3+), junior and high school conferences, offer parents and guardians training on how to use platform. | Leeann Haisch | October annually |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| NOVEMBER 2019 | | |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| DECEMBER 2019 | | |
| A.2.2: Present estimates to school board. Prioritize projects in phased approach. Incorporate into five-year financial plan. | Board Administration | December 2019 |
| B.2.6: Continue to have a relationship with USD and other higher education institutions to have USD student teachers. Facilitate a post interview. | Administration | Annually in December and May |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| JANUARY 2020 | | |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| FEBRUARY 2020 | | |
| B.2.5: Analyze organizational infrastructure and plan ahead or retirements of key players annually at each February Board meeting. | Administration | Annually in February |
| D.4.1: Create a Cub Days Planning Committee. | Board | Annually in February |
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| C.2.3: Send reminders to use platform in newsletter and social media. | Tim Rhead | September annually February annually |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| MARCH 2020 | | |
| B.1.4: Host in-service program. | Administration | March 2020 |
| D.1.6: Facilitate a student survey. | Student Council | Annually in March |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| APRIL 2020 | | |

| Task | Lead | Timeframe |
|--|-----------------------------|---|
| B.1.5: Conduct a post-evaluation to inform next in-service program. | Administration | April 2020 |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| MAY 2020 | | |
| A.3.2: Attain an estimate of constructing a bus barn or purchasing building. Determine go or no-go decision. | Board Administration | May 2020 |
| B.2.6: Continue to have a relationship with USD and other higher education institutions to have USD student teachers. Facilitate a post interview. | Administration | Annually in December and May |
| D.3.6: Participate in community service projects. | Board | 4 each year |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| AUGUST 2020 | | |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| SEPTEMBER 2020 | | |
| C.2.3: Send reminders to use platform in newsletter and social media. | Tim Rhead | September annually February annually |
| D.4.3: Host All school reunion at Cub Days. | Cub Days Planning Committee | Annually in September |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| OCTOBER 2020 | | |
| C.2.2: At fall elementary (grade 3+), junior and high school conferences, offer parents and guardians training on how to use platform. | Leeann Haisch | October annually |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
| NOVEMBER 2020 | | |
| C.3.2: Post minutes from school board meetings. | Board Secretary | By the end of the month |
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| B.2.6: Continue to have a relationship with USD and other higher education institutions to have USD student teachers. Facilitate a post interview. | Administration | Annually in December and May |
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