

# Capistrano Unified School District

*District Goals  
2019-2020 School Year*



# Wildly Important Goals (WIGs)

## Teaching and Learning

Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students

1. Plan and implement innovative practices that support 21st Century learning in our schools and functionality in the District office departments.
2. Provide support and build the leadership capacity of site leaders to hold them accountable for improvement of educational, social and emotional student outcomes with particular attention to pre-K through elementary, and low to middle performing students.

## Communication

Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions

## Facilities

Optimize facilities and learning environments for all students

3. Implement, engage and educate about one or more SFIDs for the March 2020 election.

# Education Services

Goal 1: Plan and implement innovative practices that support 21st Century learning in our schools and functionality in the District office departments.

**i.** Increase student Math performance and Smarter Balanced Assessment (SBA) Math proficiency by 10% from 61% to 71% standard met or exceeded.

- Progress monitoring and intervention through iREADY Assessments, District Common Interim Assessments, District Performance Tasks, District Dashboard, Intervention programs, and Data protocols implemented through teacher Professional Learning Community (PLC) teams
- Math pathway options by December 2019

**ii.** Implement Innovative programs and systems to increase 21st century solutions that prepare students for college and career as well as meet the learning and social emotional needs of all students.

- By May 2020 have 10 year Plan with Saddleback College to launch an Early College program by August 2020 and to build a series of experiences that will lead to the completion of an Associates Degree or technical certification for all CUSD students by 2024
- In partnership with S3, develop District Social Emotional Learning (SEL) committee to review current practices, policies, CHKS data, PBIS & Restorative Practices, discipline data, attendance data, grade data and use of social media/technology to develop 3 year district-wide strategic SEL plan by May 2020
- Create Cultural Proficiency Task Force to develop a 3 year professional learning plan by June 2020
- Create innovative middle school campus program to support students who were suspended/expelled by June 2020

Goal 2: Provide support and build the leadership capacity of site leaders to hold them accountable for improvement of educational, social and emotional student outcomes with particular attention to pre-K through elementary, and low to middle performing students.

**iii.** Provide 100% of principals with professional learning on new certificated administrator evaluation tool to support and build capacity and accountability through site goals, assessment data, and written feedback to improve outcomes for students, specifically English Language Learners, Socioeconomically Disadvantaged, & Students with Disabilities, who will achieve a 10% increase in performance.

- Targeted PD on California Professional Standards for Education Leaders (CPSELs)
- Targeted training on providing Coaching & Feedback and Interest Based Approach

# Student Support Services

Goal 1: Plan and implement innovative practices that support 21st Century learning in our schools and functionality in the District office departments.

i: Develop and prepare Continuum of Services projects for 2020-2021:

- Develop pilot program for students with autism in middle school
- Develop pilot program for “pre-referral interventions” in preschool and elementary school
- Develop plan for expansion of elementary STEPS program into the Northern region of the District

Goal 2: Provide support and build the leadership capacity of site leaders to hold them accountable for improvement of educational, social and emotional student outcomes with particular attention to pre-K through elementary, and low to middle performing students.

ii: As part of the Multi-Tiered System of Supports (MTSS), increase social emotional support at the universal (Tier 1) and targeted (Tier 2) levels in middle school to address bullying, cyberbullying, and social media, as measured by an increase on the School Climate Index by 10% on the California Healthy Kids Survey (CHKS):

- In partnership with Ed Services, develop District Social Emotional Learning (SEL) committee to review current practices, policies, CHKS data, PBIS & Restorative Practices, discipline data, attendance data, grade data and use of social media/technology to develop 3 year district-wide strategic SEL plan by May 2020.

iii: Strengthen and empower school IEP teams with special education processes through targeted training and resources, including the implementation of the Special Education Procedural Handbook and monthly administrator trainings, as measured by a decrease in Alternative Dispute Resolution (ADR) and Office of Administrative Hearings (OAH) cases by 10%

# Human Resource Services

Goal 1: Plan and implement innovative practices that support 21st Century learning in our schools and functionality in the District office departments.

- i. Continue to increase work efficiencies through implementing an online ER system in collaboration with Business Services and TIS
- ii. Maximize efficiencies with certificated sub coverage by increasing the following:
  - Total number of employees in the sub pool increase by 10%
  - Increase the average number of days each substitute works by 10%.

Goal 2: Provide support and build the leadership capacity of site leaders to hold them accountable for improvement of educational, social and emotional student outcomes with particular attention to pre-K through elementary, and low to middle performing students.

- i. Build and implement an accountable evaluation system focused on growth in student outcomes
- ii. Reach agreements with all bargaining units for the 19-20 school year

# Communications

Goal 1: Plan and implement innovative practices that support 21st Century learning in our schools and functionality in the District office departments.

- i. Promote the innovative programs and practices that support 21st Century learning for young people by utilizing CUSD Insider, social media, and producing three webinars to engage the CUSD community by increasing page views at CUSD Insider from 34,000 to 135,000, producing and hosting four evening events with HOAG on Student Mental Health and Wellness and hosting three webinars to showcase CUSD programs and innovation.

Goal 2: Provide support and build the leadership capacity of site leaders to hold them accountable for improvement of educational, social and emotional student outcomes with particular attention to pre-K through elementary, and low to middle performing students.

- i. Support site leaders in community engagement, crisis response, developing foresight, and showcasing their schools by creating emergency communication templates, participating in school leadership meetings, and collaborating with first responders to support school sites. We will engage principals at monthly meetings in Foresight discussions to help plan for and reduce potential crises and produce and publish news articles on CUSD Insider at least once a week, while maintaining an average open rate on Capo Talk at 30 percent or higher, and posting daily on social media channels.

Goal 3: Implement, engage and educate about one or more SFIDs for the March 2020 election.

- i. Utilize direct mail, coordinate online and in-person meetings, and create a visibility plan for the 2019-20 school year to include school family and community-wide engagement. We will produce and distribute two informational mailers, create an FAQ, factsheets, and a web page dedicated to sharing information on both SFIDs, and engage in the community through our visibility plan.

# Business Services

## Overall Objective for Business Services Department

- Enhance customer service
- Use data driven decisions
- Share performance data with community

# Facilities

**Goal 1:** Plan and implement innovative practices that support 21st Century learning in our schools and functionality in the District office departments.

- i. Increase the completion of Preventative Maintenance Work Orders by 10%
- ii. Construct ANHS STEM and Newhart MS STEAM buildings. Start construction Spring 2020, anticipated complete by 2021
- iii. Continue efforts on the sale/lease of Los Colinas property and sale of Las Ramblas property option
- iv. Reduce Energy Kilowatt Usage Districtwide by 5%by performing educational outreach to District employees
- v. Reduce Work Order turnaround time

**Goal 3:** Implement, engage and educate about one or more SFIDs for the March 2020 election.

- i. Provide data and renderings to Communications to support SFID bond education



# Fiscal Services, Insurance & Purchasing

**Goal 1:** Plan and implement innovative practices that support 21st Century learning in our schools and functionality in the District office departments.

- i. Implement online Employee Requisitions (ER's) by the end of the fiscal year
- ii. Finalize Special Education teacher/aide staffing ratios and procedures by the end of the school year
- iii. Scan all payroll and insurance files to eliminate paper files by end of June 2021
- iv. Implement wellness classes for school sites such as yoga and kickboxing by the end of the school year
- v. Document formal Purchasing procedures and guidelines and publish them on the Purchasing department website by the end of the fiscal year to reduce average purchase order turnaround time by 10%
- vi. Develop report of vendor expenditures >\$50,000 for bid threshold purposes by the end of the fiscal year

# Transportation

**Goal 1:** Plan and implement innovative practices that support 21st Century learning in our schools and functionality in the District office departments.

- i. Complete expansion of CNG filling station adding 20 additional dispensers by end of fiscal year
- ii. Order 3 new Special Needs buses by July 2020 (5 buses already purchased this fiscal year)
- iii. Purchase and install new workstations by December 2019 to upgrade north transportation Technology to connect bus drivers, mechanics and other staff with district email and other online systems.
- iv. Maintain a steady pool of 15 substitute bus drivers throughout school year.

# Technology & Information Systems

**Goal 1:** Plan and implement innovative practices that support 21st Century learning in our schools and functionality in the District office departments.

- i. Create detailed documentation for 20 TIS processes by June 2020
- ii. Create a feedback loop for informed improvement of TIS customer support services by January 2020
- iii. Create 4 internal dashboard by June 2020.
- iv. Maintain the current the Radar ticket turnaround.

# Food and Nutrition Services

**Goal 1:** Plan and implement innovative practices that support 21st Century learning in our schools and functionality in the District office departments.

- i. Implement share stations during lunch periods to reduce food waste by December 2019
- ii. Implement compostable utensils, packaging and continue working on organic waste and mixed recycling by June 2020 to decrease the amount of non-compostable trash
- iii. Perform at least three student focus groups on menu planning, new recipe ideas and new product tastings to maintain lunch and breakfast satisfaction rate at  $\geq 95$  percent
- iv. Perform two student satisfaction surveys at elementary, middle and high school level to maintain participation rates at Lunch  $\geq 24$  percent and Breakfast  $\geq 11$  percent