

***Monroe Public Schools  
Belief Statements and Goals  
2015-2018***



***Monroe Public Schools***  
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***2015-2018***

**I. Curriculum and Instruction**

***Goal:***

The Monroe Public Schools will provide challenging and accessible curriculum through engaging instructional strategies to meet the needs of all students.

**II. Human/Financial Resources**

***Goal:***

Monroe Public Schools will maximize student success by hiring, training, and retaining the most highly effective professional staff.

**III. Facilities**

***Goal:***

The Monroe Public Schools will maintain high quality facilities to meet curricular and extracurricular needs.

**IV. Educational Resources**

***Goal:***

Resources (technology and instructional materials used to enhance instruction and co-curricular) will be high quality and in sufficient supply to support the ever changing needs and goals of our students.

**V. Community Building**

***Goal:***

The Monroe School District will develop opportunities to inform and involve the community in an active, supportive educational partnership.

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***2015-2018***

**I. Curriculum and Instruction**

***Belief Statements:***

1. We believe research-based curriculum and quality instruction are the foundation of student achievement and learning.
2. We believe that the curriculum and its delivery must meet the needs of all students.
3. We believe engaging instructional strategies are essential to student learning.

***Goal:***

The Monroe Public Schools will provide challenging and accessible curriculum through engaging instructional strategies to meet the needs of all students.

***Objectives:***

1. Continue to implement the Connecticut Core Standards, K - 12 through highly effective instructional strategies
2. Continue to implement Student Success Plans, 6 – 12.
3. Continue to develop a district SRBI Plan, Pre-K – 12.
4. Continue to implement District/School Climate Plans.
5. Develop high school requirements that meet or exceed those established by Connecticut State High School Reform Legislation 10-221a
6. Revise and update our current Curriculum Mapping to include consistent Interim Assessments
7. Align the Early Childhood Curriculum with Connecticut Standards
8. Review science curriculum in preparation to transition to Next Generation Science Standards, pending state BOE approval
9. Create a Technology Literacy Curriculum to provide clear vision and direction for teaching and learning as well as technology resource acquisition. (added November 2015)

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**II. Human/Financial Resources**

***Belief Statements:***

1. We believe that quality supervision and evaluation requires rigorous performance standards and continuous feedback.
2. We believe that recruitment and retention of highly qualified employees with determination and drive, creates a positive and effective learning environment for our students.
3. We believe a district thrives when it fosters growth through quality professional development, collaboration, and communication.
4. We believe that adequate financial resources support quality education, state of the art facilities, highly qualified employees and evolving technology.

***Goal:***

Monroe Public Schools will maximize student success by hiring, training, and retaining the most highly effective professional staff.

***Objectives:***

1. Implement Monroe's Educator Evaluation and Support.
2. Provide quality PD opportunities for all certified & non-certified staff.
3. Hire and retain high quality staff.
4. Ensure appropriate allocation and distribution of the BOE budget resources.

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**III. Facilities**

***Belief Statements:***

1. We believe that students will learn in state-of-the-art facilities that support the educational process.
2. We believe that when a community supports and invests in education it realizes a return on its investment.
3. We believe facilities should be used in sustainable ways for the benefit of students and community.

***Goal:***

The Monroe Public Schools will maintain high quality facilities to meet curricular and extracurricular needs.

***Objectives:***

1. Review, update and maintain a Capital Improvement and Buildings and Grounds Maintenance Improvement Plans.
2. Ad Hoc Committee to study enrollment trends and available facilities to advise the Board of Education on future needs.
3. Continue to review and revise security plans for people, information and facilities.
4. Periodically review recycling and resource utilization plans.
5. Assess current condition of school roofs to create an ongoing preventative maintenance and replacement plan. (added November 2015)
6. Convene a committee to study turf field, track and field lighting upgrades at Masuk. (added November 2015; Completed October 2016)
7. Replace oil tanks per state/federal law. (added November 2015)

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**IV. Educational Resources**

***Belief Statements:***

1. We believe that when a community supports and invests in education it realizes a return on its investment.
2. We believe all students require access to evolving technology that supports and is integrated into the learning process.

***Goal:***

Resources (technology and instructional materials used to enhance instruction and co-curricular) will be high quality and in sufficient supply to support the ever changing needs and goals of our students.

***Objectives:***

1. Review and edit as necessary Educational Technology Plan by grade and discipline.
2. Monitor and implement annual school climate survey feedback results to determine ongoing resource needs.
3. Utilize feedback from Ad Hoc Committee report regarding enrollment trends to develop/maintain appropriate resources.
4. Continue to ensure that sufficient resources are available to support BYOT.

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**V. Community Building**

***Belief Statements:***

1. We believe that a well-informed community is more likely to support the mission of the Monroe Public Schools.
2. School-community partnerships enhance student learning.

***Goal:***

The Monroe School District will develop opportunities to inform and involve the community in an active, supportive educational partnership.

***Objectives:***

- A. Increase community awareness and involvement in Monroe Public School events:
  1. Monroe Reads
  2. Celebrating the Arts (daVinci Festival)
  3. Parent Lecture Series
  4. Farmers Market
  5. End of the Year Celebration
  6. Capstone
  7. Career Day/Alumni Day
  8. Celebration of Reading
  9. Youth Sportsmanship workshop
- B. Update and implement a communication plan involving:
  1. 2012 Survey suggestions
  2. Increased social media presence
  3. Traditional and digital media
  4. Highlighting school-business partnerships
  5. Highlighting Monroe Public Schools exemplary people
  6. Pertinent news to the community

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**I. Curriculum and Instruction**

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2. We believe that the curriculum and its delivery must meet the needs of all students.
3. We believe engaging instructional strategies are essential to student learning.

**Goal:**

The Monroe Public Schools will provide challenging and accessible curriculum through engaging instructional strategies to meet the needs of all students.

**Objective:**

1. Continue to implement the Connecticut Core Standards, K - 12 through highly effective instructional strategies

Action Steps	Person Responsible	Assessment/Product	Resources Needed	Timeline	UPDATE January 2015	UPDATE November 2016	UPDATE September 2017
Design professional development to support implementation of CT Core through effective instructional strategies	Director of Instruction, Professional Development Committee	PD Offerings	Time and PD Funds	Monthly PD committee meetings (ongoing)	Monroe Institutes August/Nov 2014 PD days Monthly grade level & dept meetings ongoing PD	Ongoing - Monroe Institutes, Aug/Nov/Mar or Apr district PD day Monthly grade level & dept meetings ongoing PD	Completed
Revise and update curriculum to align with CT Core Standards	SILs, Curriculum Coordinators, Teachers	Curriculum Maps	Curriculum Writing Time and Curriculum Funds	Monthly Curriculum committee meetings (ongoing)	Monthly grade level & dept meetings ongoing Curriculum Work with teachers	Ongoing through monthly grade level & dept meetings or district PD days	Completed
Examine and purchase a CT Core-aligned K-5 Math Resources	K-5 Math Committee	Curriculum Maps	Funds for Resources	June 2015	Committee has met, narrowed down options to two resources, exploring resources and school visits in early 2015	Completed - Math in Focus purchased for fall of 2015	Completed



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**Objective:**

2. Continue to implement Student Success Plans, 6 – 12.

Action Steps	Person Responsible	Assessment/Product	Resources Needed	Timeline	UPDATE January 2015	UPDATE November 2016	UPDATE September 2017
Curriculum developed, written, and being implemented in the elementary schools (Monroe Elem-full implementation; Fawn Hollow and Stepney an abbreviated version based on accessibility)	Guidance Secondary Instructional Leader Guidance Counselors	Comprehensive school counseling instruction in each classroom in the Monroe School District	Continued reflection by counselors on the material, resources, and needs of students	Curriculum completed	Curriculum completed, Implementation, ongoing	Curriculum completed Implementation ongoing	Curriculum completed Implementation ongoing, Developmental Guidance lessons implemented in all elementary classrooms as coordinated with School Counselor and School Resource Officer

Review status of current SSPs	Secondary Instructional Leader Guidance & Dept Administration/Advisory	Analysis of current SSPs	Time	Spring 2015	Met with HS Principal and transition specialist to discuss status. Middle school running SSP curriculum for 7th grade and will be integrating more SSP curriculum to the 6th and 8th grade students	Middle school running SSP curriculum for 7th grade and 8th grade. New lesson plan have been created for the 6th grade and will be continuing to integrate more lessons into the 6th grade-STEM-comprehensive curriculum 6-8	Completed
Review and revise guidance curriculum to align with goals of SSP	Secondary Instructional Leader Guidance & Dept	Curriculum Maps	Time	Ongoing	Ongoing- The K-5 curriculum is completed but counselors will continue to hone 6-12 is still a work in progress but our goal for completion is June 2015	Curriculum is completed for K-12 however, we will be reviewing and uploading lesson plans onto the curriculum website	Completed
Create student self-reflection of SSP to be done annually	Instructional Leaders	Self-reflection form (grades 6-12)	Naviance Meeting Time	Spring 2015	Ongoing-plan is to implement and create a survey for the 6-11th graders regarding SSP- 6-8 have a survey and high school has a survey for the 12th graders	6-8th graders have a survey to complete and 12th graders will be doing a survey. This year we will be implementing an end of the year survey for 9th and 10th graders	Completed.
Finalize SSP Curriculum 6-12 via comprehensive school counseling curriculum and advisory	School Counselors 6-12 Advisory Committee	Completed/ Revised Curriculum	Naviance	2016-17 school year	Ongoing-goal for completion is June 2015	Curriculum is completed however there is an ongoing review of all curriculum and lesson design..	Completed
Publish SSPs in Student Handbooks	6-12 Administration, 6-12 Staff	Student Handbook		Jan. 2016	Handbook revisions to begin April 2015	Need to review the student handbook to see if handbook is up to date	Completed

Publish SSP template to school/district website	6-12 Administration, 6-12 Staff	Webpage with links to SSP topics	IT Help	Jan. 2016	Work to begin July 2015	Completed	Completed
Communicate SSPs in a manner that creates a common dialogue between students, parents and teachers.	6-12 Administrators	Common language used by teachers, parents, students	School Messenger Social Media Parent Events	Ongoing	Guidance and administration will develop a plan to communicate SSPs Summer 2015	Will be reviewing with K-12 counselors common language usage of the SSP	Completed

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The Monroe Public Schools will provide challenging and accessible curriculum through engaging instructional strategies to meet the needs of all students.

**Objective:**

3. Continue to develop a district SRBI Plan, Pre-K – 12

Action Steps	Person Responsible	Assessment/Product	Resources Needed	Timeline	UPDATE January 2015	UPDATE November 2016	UPDATE September 2017
Develop a district wide SRBI manual	Student Support Services and Committee	Manual	meeting time	June 2015	Committee formed, met and exploring reference materials	Completed	Completed
Training all Pre K-12 staff on the manual	Student Support Services and Committee	completion of training	PD time	January 2016		Manual completed and training will continue to be ongoing.	Completed
Implementation of the SRBI Plan	Principals, Staff	plan	time	January 2016 - January 2017		K-12 have staffings, SATs, MSATs to identify at-risk students SRBI interventions include Reading strategies. Math labs, pull-out intervention, extra help from teachers,counseling. Data collection continuously reviewed at SRBI meetings to adjust interventions.	Completed

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**Objective:**

4. Continue to implement District/School Climate Plans.

Action Steps	Person Responsible	Assessment/Product	Resources Needed	Timeline	UPDATE January 2015	UPDATE November 2016	UPDATE September 2017
Implementation and evaluation as needed based on survey results	Administration	Survey	Survey results	ongoing	School Climate Committees reviewed survey results with no change in the plan	Administrators developed school and professional goals based on the survey results.	Completed
Refine School Climate Surveys	School Climate Committees	Revised Survey	Survey Team	Dec. 2014	School Climate Committee met to begin revising questions will completed in Spring 2015	Ongoing. Questions and format will be revised for the 16/17 school year..	Completed
Obtain higher response rates amongst students	Administration	Response Rates	Scheduled time to do in-class surveys	Spring 2015	Streamline survey implementation to students.	Completed. Students take the survey in their classes.	Completed

					Schedule to be developed by school leadership		
Obtain higher response rates amongst parents	Administration	Response Rates	SchoolMessenger to communicate	Spring 2015	Continue to use Panorama as a vehicle for survey distribution	Parent response rates for 15/16 were commensurate with 14/15	Seek ways to improve parent response rate. Use Google Forms.
Analyze childrens' v.s. parents' perceptions	School Climate Committees	Survey results	Time Team	Ongoing	This is the role of the school climate committee.	Ongoing with the school climate committee	Completed
Review school/district climate results and target areas of improvement	School Climate Committee	Identified areas of need	School Climate Results Team	Ongoing	This is the role of the school climate committee.	Ongoing with the school climate committee	Completed
Implement strategies to target areas of improvements	School Climate Committee	New Plan	Collaboration of staff to address targeted areas	Ongoing	All staff	Each building developed a goal based on the survey and each teacher developed a personal goal based on the school goal.	Completed

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***Objective:***

5. Develop high school requirements that meet or exceed those established by Connecticut State High School Reform Legislation 10-221a

Action Steps	Person Responsible	Assessment/ Product	Resources Needed	Timeline	UPDATE January 2015	UPDATE November 2016	UPDATE September 2017
Review the CT High School Legislation	High School Principal, Academic Climate Committee		Legislation	Fall 2014	Updates from July 2014 legislative session reviewed	Legislature postponed implementation.	Legislature postponed implementation.
Make recommendations to Curriculum Council	High School Principal, Academic Climate Committee	Presentation	Summary of Committee Work	Fall 2014	September 2014 Curriculum Council Meeting - plan shared	Legislature postponed implementation	Legislature postponed implementation
Present Curriculum Council recommendations to BOE	High School Principal, Academic Climate Committee	Presentation	Summary of Committee Work	Fall 2014	November 2014 BOE presentation of plan	Legislature postponed implementation	Legislature postponed implementation
Review and revise the program of studies book	High School Principal, Academic Climate committee	Program of Studies Booklet		December 2014	In process	Ongoing	Ongoing

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The Monroe Public Schools will provide challenging and accessible curriculum through engaging instructional strategies to meet the needs of all students.

***Objective:***

6. Revise and update our current Curriculum Mapping to include interim assessments.

Action Steps	Person Responsible	Assessment/ Product	Resources Needed	Timeline	UPDATE January 2015	UPDATE November 2016	UPDATE September 2017
Train staff to use the Google Curriculum Maps	Tech Integrators	Maps	PD time	June 2015	Completed	Completed	Completed
Summer Curriculum writing time with presentations to Curriculum Council after work completion	Administrators, Secondary Instructional Leaders, Teachers	Maps/ Curriculum Council Presentations	Summer Curriculum Writing Funds	Ongoing	Ongoing	Ongoing	Budget dependent
Continue to revise and update maps	Administrators, Secondary Instructional Leaders, Teachers	Maps	PD Writing Time	Ongoing	In process	Ongoing	Completed

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***Objective:***

7. Align the Early Childhood Curriculum with Connecticut Standards

Action Steps	Person Responsible	Assessment/Product	Resources Needed	Timeline	UPDATE January 2015	UPDATE November 2016	UPDATE September 2017
Review latest Connecticut Standards	Students Support Services, Pre-school Staff, and Kindergarten Teachers		CT Standards CES Workshops	June 2015	Work began in August 2014 with Pre K staff/ongoing	Developed PK standards based progress reports	Completed
Implement Early Childhood Curriculum	Students Support Services, Pre-school Staff, and Kindergarten Teachers	Curriculum Maps	CT Early Childhood Curriculum	Fall 2015		Implemented Early Learning Developmental Standards	Completed

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***Goal:***

The Monroe Public Schools will provide challenging and accessible curriculum through engaging instructional strategies to meet the needs of all students.

***Objective:***

8. Review science curriculum in preparation to transition to Next Generation Science Standards, pending state BOE approval

Action Steps	Person Responsible	Assessment/Product	Resources Needed	Timeline	UPDATE January 2015	UPDATE November 2016	UPDATE September 2017
Continue to integrate inquiry-based lessons in all science classes	Science Teachers/K-5 Science Coordinator/ Science SIL	Inquiry-based lessons	Continued PD on inquiry	Ongoing	Inquiry PD occurred in July 2014 and during fall 2014 grade level/dept mtgs	NGSS PD in July and August 2016 for elementary teachers with focus on Science and Engineering Practices/ ongoing through year 2016-2018 grade level meetings/district meetings. Both Science leaders have attended NGSS and NGSX training to support in-district teacher PD on new pedagogical shifts with NGSS	Completed
Attendance at state conferences on Next	K-5 Science Coordinator/ Science SIL	Information to share with district stakeholders	Conference/PD Funds and Release Time	State-dependent	Both science leaders sit on NGSS State Committees/ongoing	Both science leaders sit on NGSS State Committees/ongoing	Completed

Generation Science Standards (NGSS)							
Monitor state approval process of Next Generation Science Standards	K-5 Science Coordinator/ Science SIL			State-dependent	Ongoing, waiting to hear when the state BOE approves NGSS	CT adopted NGSS on November 4, 2015 by unanimous vote of CT BOE/CT develops 5 Year Implementation Plan for transitioning curriculum, instruction, and assessments. Monroe curriculum reviews and revisions ongoing over the next 3 years for all grades	Completed

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**Goal:**

The Monroe Public Schools will provide challenging and accessible curriculum through engaging instructional strategies to meet the needs of all students.

**Objective:**

9. Create a Technology Literacy Curriculum to provide clear vision and direction for teaching and learning as well as technology resource acquisition.

Action Steps	Person Responsible	Assessment/ Product	Resources Needed	Timeline	<b>UPDATE</b> <b>November 2016</b>
Develop Monroe's Technology Literacy Curriculum based on current standards.	Director of Technology Tech Integrators Library Media Specialists	Curriculum Document	Time	Completed	Completed
Meet with all grade level teachers to create "assured experiences" that ensure technology outcomes are embedded in all grade levels and content areas.	Director of Technology Tech Integrators Library Media Specialists Teachers K-12	Assured Experiences (linked from curriculum documents)	Time	Meetings have occurred in grades 2, 3, 5 and World Language 7-12. All remaining meetings will be completed by January 2016.	Completed

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**II. Human /Financial Resources**

**Belief Statements:**

1. We believe that quality supervision and evaluation requires rigorous performance standards and continuous feedback.
2. We believe that recruitment and retention of highly qualified employees with determination and drive, creates a positive and effective learning environment for our students.
3. We believe a district thrives when it fosters growth through quality professional development, collaboration, and communication.
4. We believe that adequate financial resources support quality education, state of the art facilities, highly qualified employees and evolving technology.

**Goal:**

Monroe Public Schools will maximize student success by hiring, training, and retaining the most highly effective professional staff.

**Objective:**

1. Implement Monroe’s Educator Evaluation and Support Plan.

Action Steps	Person Responsible	Assessment/ Product	Resources Needed	Timeline	UPDATE January 2015	UPDATE November 2016	UPDATE September 2017
Provide orientation evaluation process to all certified staff.	Individual Evaluators	Orientation Meetings	Monroe Educators’ Eval. & Support Plan	by Oct. 15 annually	Annually at first faculty meeting	Evaluation orientation is part of the new teacher orientation over the summer. All evaluators provide an orientation to their evaluatees in the beginning of the year.	Completed.
Calibration of evaluators	Asst. Superintendent	Watch & critique videos	Videos by Teachscape	by Dec 15 annually	Admin mtg reviewed evaluation levels with administrators Fall 2014	Calibration Training occurred in the July 2016	Ongoing
Review of plan	PD/EVAL Committee	Revised Plan	Plan & State Guidelines	by June 15 annually	May 2015 with Committee	Plan reviewed at the first PD/TEVAL meeting in September 2016	Completed
Board of Education Approval	Asst. Superintendent	Revised Plan	Plan	by June 30 annually	if needed, BOE approval June 2015	There were no changes so there was no need for BOE approval.	There were no changes so there was no need for BOE approval.

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**Goal:**

Monroe Public Schools will maximize student success by hiring, training, and retaining the most highly effective professional staff.

**Objective:**

2. Provide quality PD opportunities for all certified & non-certified staff.

Action Steps	Person Responsible	Assessment / Product	Resources Needed	Timeline	UPDATE January 2015	UPDATE November 2016	UPDATE September 2017
Determine PD needs for certified staff and provide training.	PD/EVAL Committee	PD Workshops	varies	by June 30 each year	PD committee surveyed staff at each bldg to determine needs, usually done in June, October, February to coincide with PD days	Completed through the Secondary Instructional Leaders' meetings.	Completed
Determine PD needs for non-certified staff and provide training.	Administration	PD/ Training	release time	by June 30 each year	Using information from COMPASS	Using the topics from COMPASS and feedback from paraeducator professional development sessions	Completed

Train all paraprofessional staff in COMPASS and advanced COMPASS.	Asst. Director of Student Support Services	PD Workshops	varies	by June 2016	All paraprofessionals began training in August 2014	The compass training and other paraprofessional training is ongoing.	Completed
Develop a corps of in-house trainers/facilitators of PD.	Administration	List of trainers and topics	varies	Ongoing	Completed	Completed	Completed
Develop and encourage staff to investigate current trends, latest research, successful practices, etc. based on district needs and work to implement PD on these topics.	PD/EVAL Committee Various Staff	Activities/ PD	release time for school visits  PD money	Ongoing	Ongoing	Ongoing	Completed
Monitor participation for certified and non-certified staff	Administration	Completed list of participants by topic	none	Ongoing	Ongoing	Ongoing	Completed

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**Goal:**

Monroe Public Schools will maximize student success by hiring, training, and retaining the most highly effective professional staff.

**Objective:**

3. Hire and retain high quality staff.

Action Steps	Person Responsible	Assessment/Product	Resources Needed	Timeline	UPDATE January 2015	UPDATE November 2016	UPDATE September 2017
Revise hiring procedures manual to include an emergency hiring process.	Assistant Superintendent, a subgroup of administrators	Revised Plan	Current hiring procedures	by April, 2015	In process	Completed	Completed
Before the interview process begins, write a comprehensive list of unique attributes and qualities sought for each open position.	Building Administrators and Secondary Instructional Leaders, as appropriate	List provided to all interview committee members		Ongoing	Created as positions are needed	Completed as needed	Completed



Attend UConn and ARC job fairs as needed	Assistant Superintendent and hiring administrators		Informational Literature on district to distribute	as needed	In process	District attends recruitment fairs when necessary	Completed
Write and implement a plan for district-wide after school PD specifically for new hires.	PD Committee	Schedule of PD workshops for the coming year	Presenters	June 2015	Completed/ongoing	Completed/ongoing	Completed
Write and implement building-based PD & support meetings specifically for new hires.	School administration	Schedule of PD workshops for the coming year	PD money, mentors, presenters	June 2015	Plan to be created in spring	Completed/ongoing	Completed
Comprehensive survey of new staff to provide feedback on their first year experience.	Assistant Superintendent & PD Committee	Survey Results and resulting modifications to PD plans	Survey	before start of school Aug 2015	In process	Completed. Survey is completed at the last "new teacher" professional development session in May.	Completed

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**Goal:**

Monroe Public Schools will maximize student success by hiring, training, and retaining the most highly effective professional staff.

**Objective:**

4. Ensure appropriate allocation and distribution of the BOE budget resources.

Action Steps	Person Responsible	Assessment/Product	Resources Needed	Timeline	UPDATE January 2015	UPDATE November 2016	UPDATE September 2017
Encumber salaries	Finance Department	Monthly Financial Statements	Timely updates on staff changes	After bi-weekly payroll runs	Ongoing	Ongoing	Completed
Ensure adequate encumbrances for goods and services.	Administrators and Secondary Instructional Leaders	Receipt and documentation of goods and services	Timely and detailed documentation	Bi-Weekly	School leadership meets biweekly to review expenditure of resources and plan for coming year	School leadership meets biweekly to review expenditure of resources and plan for coming year	Completed
Ensure appropriate controls and documentation are in place.	Finance and HR departments	Annual municipal and state audits	Appropriate technology, time and space (for filing)	Annual	Ongoing	Ongoing	Completed

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**III. Facilities**

**Belief Statements:**

1. We believe that students will learn in state-of-the-art facilities that support the educational process.
2. We believe that when a community supports and invests in education it realizes a return on its investment.
3. We believe all students require access to evolving technology that supports and is integrated into the learning process.
4. We believe facilities should be used sustainable ways for the benefit of students and community.

**Goal:**

The Monroe Public Schools will maintain high quality facilities to meet curricular and extracurricular needs.

**Objective:**

1. Review, update and maintain a Capital Improvement and Buildings and Grounds Maintenance Improvement Plans.

Action Steps	Person Responsible	Assessment/Product	Resources Needed	Timeline	UPDATE January 2015	UPDATE November 2016
Review report from Ad Hoc Committee and compile updated list of Capital Improvement needs	Director of Operations, Manager of Buildings & Grounds, Administrators	Capital Improvement Plan	Ad Hoc Report Time	Review report from Ad Hoc Committee and compile updated list of Capital Improvement Needs	Report presented to Ad Hoc on January 13, 2015.	Completed
Use Ad Hoc and capital improvement plans to create Buildings and Grounds Maintenance Improvement Plan	Director of Operations, Manager of Buildings & Grounds, Administrators	Buildings and Grounds Maintenance Improvement Plan	Ad Hoc and Capital Improvement Plans and Time	Ad Hoc Report to be ready in January 2015 Meeting time Spring 2015	Report presented to Ad Hoc on January 13, 2015.	Completed

**Monroe Public Schools  
Belief Statements and Goals  
2015-2018**

**III. Facilities**

***Belief Statements:***

1. We believe that students will learn in state-of-the-art facilities that support the educational process.
2. We believe that when a community supports and invests in education it realizes a return on its investment.
3. We believe all students require access to evolving technology that supports and is integrated into the learning process.
4. We believe facilities should be used sustainable ways for the benefit of students and community.

***Goal:***

The Monroe Public Schools will maintain high quality facilities to meet curricular and extracurricular needs.

***Objective:***

2. Ad Hoc Committee to study enrollment trends and available facilities to advise the Board of Education on future needs.

Action Steps	Person Responsible	Assessment/Product	Resources Needed	Timeline	UPDATE January 2015	UPDATE November 2016
Facility study being conducted by Fletcher Thompson. Findings to be reported to Ad Hoc Committee and then to the Board of Education and Town Council	Superintendent of Schools	Recommendations to be shared with boards.	Ad Hoc Report	Report due in January 2015. Recommendations Spring 2015.	Report presented to Ad Hoc on January 13, 2015.	Completed

**Monroe Public Schools  
Belief Statements and Goals  
2015-2018**

**III. Facilities**

***Belief Statements:***

1. We believe that students will learn in state-of-the-art facilities that support the educational process.
2. We believe that when a community supports and invests in education it realizes a return on its investment.
3. We believe all students require access to evolving technology that supports and is integrated into the learning process.
4. We believe facilities should be used sustainable ways for the benefit of students and community.

***Goal:***

The Monroe Public Schools will maintain high quality facilities to meet curricular and extracurricular needs. .

***Objective:***

3. Continue to review and revise security plans for people, information and facilities.

Action Steps	Person Responsible	Assessment/Product	Resources Needed	Timeline	UPDATE January 2015	UPDATE November 2016	UPDATE September 2017
Security committee will meet 4 times a year to review and revise plan based on recommendations and best practices.	Assistant Superintendent	Security Plan	Meeting time	Meet 4 times a year	Completed/ongoing. Update provided to BOE during meeting on January 20, 2015.	Updates will be completed by June 2017,	Completed

**Monroe Public Schools**  
**Belief Statements and Goals**  
**2015-2018**

**III. Facilities**

**Belief Statements:**

1. We believe that students will learn in state-of-the-art facilities that support the educational process.
2. We believe that when a community supports and invests in education it realizes a return on its investment.
3. We believe all students require access to evolving technology that supports and is integrated into the learning process.
4. We believe facilities should be used sustainable ways for the benefit of students and community.

**Goal:**

The Monroe Public Schools will maintain high quality facilities to meet curricular and extracurricular needs.

**Objective:**

4. Periodically review recycling and resource utilization plans.

Action Steps	Person Responsible	Assessment/Product	Resources Needed	Timeline	UPDATE January 2015	UPDATE November 2016	UPDATE September 2017
Review recycling practices district wide and revise as necessary	Admin Council	Updated recycling plan	Meeting time and consider CT Green Leaf Program	Ongoing	Review at Admin Council	Monroe recycles through a "single stream process" with our vendor. All rooms/offices have recycling bins.	Completed
Train staff and implement improved recycling practices and procedures as necessary	Administrators	Revised procedures	Meeting time	Ongoing	Review recycling practices with teachers and custodians. Train staff during faculty meeting	Review recycling practices with teachers and custodians. Train staff during faculty meeting. Every building has a bottle filler type water fountain to reduce consumable water bottles.	Completed

**Monroe Public Schools**  
**Belief Statements and Goals**  
**2015-2018**

**III. Facilities**

**Belief Statements:**

1. We believe that students will learn in state-of-the-art facilities that support the educational process.
2. We believe that when a community supports and invests in education it realizes a return on its investment.
3. We believe all students require access to evolving technology that supports and is integrated into the learning process.
4. We believe facilities should be used sustainable ways for the benefit of students and community.

**Goal:**

The Monroe Public Schools will maintain high quality facilities to meet curricular and extracurricular needs.

**Objective:**

5. Assess current condition of school roofs to create an ongoing preventative maintenance and replacement plan.

Action Steps	Person Responsible	Assessment/ Product	Resources Needed	Timeline	UPDATE November 2016	UPDATE September 2017
Completed roof scans of Monroe Elementary and Stepney Elementary to survey the condition of these roofs.	Director of Tech & Facilities, Manager of Buildings & Grounds	Roof Scan	Garland Roofing Scan	Completed	Completed	Completed
Leaks were found in the Monroe Elementary School roof which is still under warranty. Repairs were completed under the warranty.	Director of Tech & Facilities, Manager of Buildings & Grounds	Completed Repairs	GAF Warranty	Completed	Completed	Completed
Stepney Elementary roof scan showed some saturation but it has not progressed significantly in the past year. Roof replacement will need to be considered during 2016-17.	Director of Tech & Facilities, Manager of Buildings & Grounds	Roof Scan	Garland Roofing Scan	Recommendations to be presented to boards in 2016-17.	In process	Completed
Establish preventative maintenance roofing plans for all schools in order to maximize usable life of roofs.	Director of Tech & Facilities, Manager of Buildings & Grounds	Maintenance Plan	Garland Roofing	Survey of roofs was completed and a maintenance plan has been established.	Ongoing	Completed

**Monroe Public Schools**  
**Belief Statements and Goals**  
**2015-2018**

**III. Facilities**

**Belief Statements:**

1. We believe that students will learn in state-of-the-art facilities that support the educational process.
2. We believe that when a community supports and invests in education it realizes a return on its investment.
3. We believe all students require access to evolving technology that supports and is integrated into the learning process.
4. We believe facilities should be used sustainable ways for the benefit of students and community.

**Goal:**

The Monroe Public Schools will maintain high quality facilities to meet curricular and extracurricular needs.

**Objective:**

6. Convene a committee to study turf field, track and field lighting upgrades at Masuk.

Action Steps	Person Responsible	Assessment/ Product	Resources Needed	Timeline	UPDATE November 2016
Convene a building committee.	Superintendent, Assistant Superintendent, Finance Director Director of Tech & Facilities	Committee membership	Time	Completed	Completed
Create RFP to select and hire an architectural firm.	Finance Director Turf Building Committee	RFP	Time	Completed	Completed
Review RFP, interview and hire architectural firm.	Finance Director Turf Building Committee	Contract with Milone and McBroom	Time	Completed	Completed
Ongoing meetings with architect and turf field committee to study and design turf, track and lighting upgrades.	Turf Building Committee, Rick Henderson, Chair	Meeting Minutes	Meeting Time	Ongoing	Completed
Present turf field proposal to BOE and Town Council	Turf Building Committee, Rick Henderson, Chair	Presentations	Meeting Time	BOE mtg Nov. 16 TC mtg Nov. 23	Completed



**Monroe Public Schools  
Belief Statements and Goals  
2015-2018**

**III. Facilities**

***Belief Statements:***

1. We believe that students will learn in state-of-the-art facilities that support the educational process.
2. We believe that when a community supports and invests in education it realizes a return on its investment.
3. We believe all students require access to evolving technology that supports and is integrated into the learning process.
4. We believe facilities should be used sustainable ways for the benefit of students and community.

***Goal:***

The Monroe Public Schools will maintain high quality facilities to meet curricular and extracurricular needs.

***Objective:***

7. Replace oil tanks per state/federal law.

<b>Action Steps</b>	<b>Person Responsible</b>	<b>Assessment/ Product</b>	<b>Resources Needed</b>	<b>Timeline</b>	<b>UPDATE November 2016</b>
Confirm installation dates and conditions of oil tanks at all schools.	Director of Tech & Facilities Finance Director Manager of Buildings & Grounds	Oil tank reports.	Time	Completed	Completed
Meet with contractors to get quotes for oil tanks that are at or near the end of their service life: Monroe El, Stepney El and Masuk High School.	Director of Tech & Facilities Finance Director Manager of Buildings & Grounds	Quotes	Time	Quotes to be received the week of 11-2-16.	Completed

**Monroe Public Schools**  
**Belief Statements and Goals**  
**2015-2018**

**IV. Educational Resources**

**Belief Statements:**

1. We believe that when a community supports and invests in education it realizes a return on its investment.
2. We believe all students require access to evolving technology that supports and is integrated into the learning process.

**Goal:**

Resources (technology and instructional materials used to enhance instruction and co-curricular) will be high quality and appropriate abundance and will support the ever changing needs and goals of our students.

**Objective:**

1. Review and edit as necessary Educational Technology Plan by grade and discipline.

Action Steps	Person Responsible	Assessment/Product	Resources Needed	Timeline	UPDATE	UPDATE November 2016	UPDATE September 2017
Review/edit Tech Plan at Tech Integrators and Admin Council	Director of Technology	Revisions to plan and suggested resources	Time	Review/edit during monthly meetings.  Budget submittal = October /November	Needs assessment survey sent to all technology integrators on January 8, 2015. Meetings established for February and March to develop plan. Tech Literacy Curriculum developed to create a clear vision for technology needs. Completed June, 2015.	Completed and ongoing	Tech Plan eliminated by State. K-12 Tech Curriculum was created.

**Monroe Public Schools  
Belief Statements and Goals  
2015-2018**

**IV. Educational Resources**

***Belief Statements:***

1. We believe that when a community supports and invests in education it realizes a return on its investment.
2. We believe all students require access to evolving technology that supports and is integrated into the learning process.

***Goal:***

Resources (technology and instructional materials used to enhance instruction and co-curricular) will be high quality and appropriate abundance and will support the ever changing needs and goals of our students.

***Objective:***

2. Monitor and implement annual school climate survey feedback results to determine ongoing resource needs.

Action Steps	Person Responsible	Assessment/Product	Resources Needed	Timeline	UPDATE January 2015	UPDATE November 2016	UPDATE September 2017
Analyze feedback results	Building Principals and school climate committees.	Survey	Time	Survey - May  Analysis - Summer  Implementation - Start of School Year	School Climate reviewed survey results and set goals for new year.	Ongoing	Completed
Revise survey	Counselors and School Climate Committees	New Survey Questions	Time	March	As needed	Ongoing	Completed

**Monroe Public Schools**  
**Belief Statements and Goals**  
**2015-2018**

**IV. Educational Resources**

**Belief Statements:**

1. We believe that when a community supports and invests in education it realizes a return on its investment.
2. We believe all students require access to evolving technology that supports and is integrated into the learning process.

**Goal:**

Resources (technology and instructional materials used to enhance instruction and co-curricular) will be high quality and appropriate abundance and will support the ever changing needs and goals of our students.

**Objective:**

3. Utilize feedback from Ad Hoc Committee report regarding enrollment trends to develop/maintain appropriate resources.

Action Steps	Person Responsible	Assessment /Product	Resources Needed	Timeline	UPDATE January 2015	UPDATE November 2016
Analyze Ad Hoc Report	Administration and BOE	Data with recommendations	Report and time	March, 2015	Report to be presented to Ad Hoc on January 13, 2015.	Completed

**Monroe Public Schools**  
**Belief Statements and Goals**  
**2015-2018**

**IV. Educational Resources**

**Belief Statements:**

1. We believe that when a community supports and invests in education it realizes a return on its investment.
2. We believe all students require access to evolving technology that supports and is integrated into the learning process.

**Goal:**

Resources (technology and instructional materials used to enhance instruction and co-curricular) will be high quality and appropriate abundance and will support the ever changing needs and goals of our students.

**Objective:**

4. Continue to ensure that sufficient resources are available to support teaching and learning.

Action Steps	Person Responsible	Assessment /Product	Resources Needed	Timeline	UPDATE January 2015	UPDATE November 2016	UPDATE September 2017
Monitor BYOT in schools and classrooms	Director of Technology, Administrators, Tech Integrators	Student use of technology in instruction	Devices for students without their own computers.	Ongoing	Surveyed students and parents regarding BYOT. Continue to communicate with staff and parents regarding the need to bring technology.	Completed/ongoing	Completed
Review current technology inventory and determine replacement plan.	Director of Technology, Administrators, Tech Integrators	Plan and replacement technology.	Fund for replacement devices.	Ongoing	Completed/ongoing	Completed/ongoing	Completed
Continue review curriculum based on the Common Core of Instruction and determine the resources required to implement.	Administrators, Instructional Leaders and Teacher	Resources tied to CCSS	Funds for curriculum resources	Ongoing	Completed/ongoing	completed/ongoing	Completed

**Monroe Public Schools  
Belief Statements and Goals  
2015-2018**

**V. Community Building**

**Belief Statements:**

1. We believe that a well-informed community is more likely to support the mission of the Monroe Public Schools.
2. School-community partnerships enhance student learning.

**Goal:**

The Monroe School District will develop opportunities to inform and involve the community in an active, supportive educational partnership.

**Objective:**

Update and implement a communication plan to increase community awareness and involvement in Monroe Public School events:

<ul style="list-style-type: none"> <li>● Monroe Reads</li> <li>● Celebrating the Arts (daVinci Festival)</li> <li>● Parent Lecture Series</li> <li>● Farmers Market</li> <li>● Superintendent's Newsletter</li> </ul>	<ul style="list-style-type: none"> <li>● End of the Year Celebration</li> <li>● Capstone</li> <li>● Career Day/Alumni Day</li> <li>● Celebration of Reading</li> <li>● Youth Sportsmanship workshop</li> </ul>
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Action Steps	Person Responsible	Assessment/Product	Resources Needed	Timeline	UPDATE January 2015	UPDATE November 2016	UPDATE September 2017
Develop a process to display upcoming activities on school website	Building Tech Integrator	school calendar/blog	Time	Jan.1 , 2015	Completed	Ongoing	Completed
Identify publicity contact person for each school event/ trip	Building Principal	Adjustment to facility use and field trip forms	none	Jan.1 , 2015	Field trip forms and building use forms will be revised to identify publicity contact in December	Upon review this action step was deemed redundant and therefore not needed.	NA

Require submissions to local media for each school event	Building Principal	Regular news coverage	none	Ongoing	All teachers provided with press release template and criteria for submission	All teachers provided with press release template and criteria for submission	Completed
Develop a dynamic Facebook presence for each school	Central Office Staff to coordinate with BOE	Facebook Page	Time	June 2015	Completed/ongoing	Upon review it was deemed that a district Facebook page was the better option.	Completed using multiple social media platforms
Publicize exemplary students/ staff on website/ Facebook/ digital media	Central Office Staff	Regular articles in media	Time	Ongoing	Ongoing	Ongoing	Completed
Publicize business leaders' involvement in school activities	Tech Integrator	increased presence of community members in media	Time	Ongoing	Ongoing	Ongoing	Completed
Coordinate and publicize a community service component for school sports and clubs	Building Principal / Athletic Director	increased presence of students/ staff in media	Time	June 2015	Principal and AD will plan for publicity of sporting events	Principal and AD will plan for publicity of sporting events	Completed
Superintendent's Newsletter	Central Office Staff	Triannual publication	Time	Ongoing	Ongoing	Ongoing	Completed