

# Woodside Elementary School District

## Strategic Planning Framework

November 12, 2019

### Mission

Through active collaborations with teachers, parents and the vibrant local community, Woodside School provides a well-rounded preschool through 8<sup>th</sup> grade education that prepares its students to be curious, enthusiastic and self-motivated learners as a foundation for future academic and life success.

### Vision

The vision of the Woodside School is to be widely recognized as a model public school and center of educational excellence that enables each student to achieve his or her full potential as an engaged global citizen of the 21<sup>st</sup> Century.

### Values

Consistent with Woodside's cohesive, small-town character, educating and nurturing students is our community's contribution to the future. Collectively, we:

- Pursue academic excellence
- Encourage each child to achieve his or her full potential
- Respect the individual talent, needs and learning styles of each child
- Value experiential learning, the arts, music, physical education and world language(s) as vital elements of our core curriculum
- Attract, support and inspire highly motivated, talented and creative teachers
- Foster communication and collaboration among teachers, parents, administrators and the School Board
- Encourage innovation, intellectual risk taking and a life-long love of learning
- Celebrate the imagination, humor and compassion inherent in all children
- Treasure the sense of community that our school and campus its program
- Seek constant improvement of our school and its programs
- Encourage compassion for others through community and global service and outreach

## Strategic Goals

Focus on 21<sup>st</sup> Century  
Skills

Invest in Excellence

Communicate the Woodside  
School Advantage

Connect with the Community

Distinguish Elementary  
and Middle Schools

## 2019-2020 Initiatives & Progress

### -Unify TK-8 Experience Math Differentiation

- Math Committee meeting 9.4.19
- Teachers attended SVMI summer 2019 program
- Math Board and staff meeting reports
- Articulation meetings
- Teacher PD to train on math assessments & self-scoring
- CAASPP system – train teachers to use it for differentiation & info across grade levels/assessments
- Consistent math teaching in & across grade levels

### -Balanced Literacy & Phonics Program

- Literacy and Phonics materials purchased July 2019
- Teacher attended NY Phonics Institute; Elem Principal to attend Phonics Leadership in October

### -Distinguish Elem School & Middle School

- Diversity & inclusion staff training
- SEL -school culture
- Stipends tied to Strategic Plan
- TK-8 common goals on teamwork & collegiality

### -Communication Focus

- Exit interviews Aug. 2019

### -Unify TK-8 School Experience

- August 20 Teacher PD day

### -Staff Collegiality Focus

### -Admin/Office Structure

### Reorganization

- Admin/Office/Dean/Tech Org charts created
- August admin retreat
- Middle School Deans for 6/7/8 Grades
- Cabinet meetings w/admin
- Student Services Review
- Counselor 1.0 FTE
- 11/12 Board meeting-student services 19-20 report

### -Almanac Partnership

- Meeting with Almanac Aug. 2019

### -Website Review

- Website menu simplified July 2019

### -Review Back to School Night structure

- Back to School Night & Parent Socials combined 9/2019

### -Weekly Communications

### Site Council – Parent Survey

### Supt./Board chats

- Nov. 7 Supt. Chat: Campus Safety & Security

### -SMCOE Communications

### Network Formation

- SMCOE communications employee hired to assist 23 districts
- Meet the Middle School
- 10/30 from 1-2:30; new structure with teachers & tour

### -Back to School Night/Parent Socials

- Back to School Night & Parent Socials combined for a one evening TK-8 school experience
- Eliminated parent grade level socials
- Ice cream new family social 8/2019

### -Parent Education

- Common Ground Parent Ed series

- 11/4 hosted Parents, Teens, Screens & Sleep

### -DELAC & WIDC

### Committees

### Diversity & Inclusion

- Connect w/Eastside Prep; offer summer support
- Communications with Tinsley & Spanish speaking families on Parent Ed, Outreach, & SEL; off site meetings

### -Parcel Tax Oversight Committee

- Parcel Tax Committee Report 9.17.19
- Community members & parents on Committee

### -Distinguish Elementary & Middle Schools

- Summer 2019 NY Readers/Writers & Phonics Institute
- SEL Summer Institute
- SVMI Summer Institute
- Purchased readers/writers & phonics program instructional materials; one per grade level

### -Unify TK-8 School Experience

### -Middle School

### Mentor/Bridge Program

- 10/2 Bridge Committee meeting; 10/31 launch
- Intro & Schedule
- Family & Bridge groups
- Mentor PD
- Goal setting & reflection
- Academic Intervention
- Data collection & monitoring
- Behavior Management
- Deans for 6<sup>th</sup>/7<sup>th</sup>/8<sup>th</sup> creating behavior management plans

## 2019-2020 Initiatives & Progress

### Focus on 21<sup>st</sup> Century Skills

- Instructional Technology
  - Instructional tech: network security assessed Sept. 2019; tech goals & recommendations discussed
  - 10/21 Board meeting report
- Dyslexia Training for Teachers
  - Dyslexia Coach hired for 19-20
- Academic Intervention
  - Student performance data report 9.17.19
  - Student intervention meetings
  - Reading & math assessments
  - Middle School Bridge Program
- Middle School Bridge Program
- DELAC & WIDC Committees
- Review PD Alignment with Strategic Plan & New PD Opportunities
- Reading/Math Assessments
- Parent Communication
- SEL Program
  - Staff attended SEL Summer Institute
  - SEL leadership meeting 8/23/19
  - Labyrinth installation completed
  - 11/12 SEL Board meeting report
- Design Committee & Program
- Stanford/Sequoia ELD Research - Project
  - Stanford project: expand J. Mull's work on diversity & inclusion
  - 10/2 Tinsley Oversight Committee meeting
  - 10/3 Outreach dinner in EPA
  - 10/11 Stanford ELDT project launch

### Invest in Excellence

- Management Team Goals
  - WTA leadership/negotiations
  - Admin goal setting
- SMCSIG Strategic Planning
  - Workmen's Comp program moving to SMCSIG 7/1/2020
  - 11/6 SMCSIG meeting to research health benefits cost saving program

### Communicate the Woodside School Advantage

### Connect with the Community

- Safe Routes to School coordination
- April 2020 meeting
- Communicate: Differentiation in the Elem. School & Middle School Groupings
  - Grade level & Principal communications
- Town/School Joint Meetings/Partnership
  - Safe Routes to Schools coordination
  - Joint meeting April 2020
- Communicate (1) Differentiation in the Elem. School and (2) MS Groupings
- Tinsley Oversight Committee
  - All staff meeting to plan for the year; summer tutoring, bus rides, data analysis, WIDC events, Stanford ELDT project
  - Collected Tinsley family data to improve tutoring & bus transportation
  - Created uniform, school-wide data progress monitoring & goal setting for underperforming students
  - Staff survey to be sent out in Dec.

### Distinguish Elementary and Middle Schools

- Behavior Management
  - Deans for 6<sup>th</sup>/7<sup>th</sup>/8<sup>th</sup> creating behavior management plans
  - Discipline Committee created with K-8 teachers & specialists
  - Incorporating SEL
  - Improve structure, consistency & support

2019-2020 Initiatives & Progress

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## 2018-2019 Initiatives

- Differentiated Design Training
- Balanced Literacy
- Personalized Differentiation Training
- Academic Intervention
- ELD Program Dev.
- SEL Program Review
- Instructional Technology Review
- Personal Finance Support
- Communication Focus
- Collegiality Focus
- Admin Support and Supervision
- Master Teacher Exploration
- Finance Department Oversight and Outreach
- Lab School Concept
- Partnership with Almanac
- Leverage Website/PR/WW with the Good News
- Board/Superintendent Coffees
- Annual Report Development
- Alumni Outreach
- Community Outreach
- Parent Education
- Finance Department Oversight and Outreach
- MS Reading Units of Study Academic Intervention Pilot of Student Mentor Program

## 2018-2019 Progress

### Focus on 21<sup>st</sup> Century Skills

- Admin Design Training
- Dyslexia Training
- CAASPP, DRA, MARS analysis
- Student Perf. Data Board Report
- Balanced Literacy Board Report October
- ELD planning session with Sequoia/Stanford group – review of data
- Prelim instructional tech meeting
- academic support
- Design Training Day per grade level & MS September 28<sup>th</sup>
- Independence building board report November
- TC literacy leadership training
- MS-ELA SBAC training in November
- TK-5 and MS R/W Workshop Direction
- Superintendent Chat Design Thinking
- Balanced Literacy in pilot stage
- Academic intervention to include weekly classroom visits
- ELD team expanded to include special education
- Instructional technology task force meeting 12/13

### Invest in Excellence

- Collegiality staff sessions
- Collegiality admin sessions
- Personal finance project report to Board October
- Personal finance schedule communicated 11/2
- Negotiations budget workshop X2
- Classified salary schedule review
- Personal finance workshops for STRS, Home buying completed
- Increased staff communication on process/procedure: PD, supplies, student services, administrative responsibilities
- Collegiality team work: norm setting, social events, parent ed
- Negotiations ongoing
- Special education program delivery review
- Personal finance/STRS one on one sessions 3/8
- Personal budgeting workshop 3/8
- Master teacher research

### Communicate the Woodside School Advantage

- BTSN assembly
- Broad Com Stem Award
- Niche CAASPP results
- Board and Superintendent Chat Schedule
- ILC program development
- WSF Board Mtg. Board/Supt. Communication and Chats
- MS staff presented on block schedule
- Mtg. with new Alamanc reporter
- Twitter presence
- Superintendent Chat re: Design
- Board chat
- Board Forum
- At a Glance drafted and reviewed in JCOP
- Board chats with staff and community planned for April
- At a glance complete
- PV Design Tour 4/26
- Board Forum with Staff 4/10
- Board Forum with Parents 4/24

### Connect with the Community

- BTSN Assembly re: School Finance
- Safe Routes to School County Grant
- Parcel tax oversight committee established
- Parcel tax oversight mtg. 10/29/18
- Alumni efforts in collaboration with PTA and WSF
- Outreach efforts; materials, EPA event, PR
- Joint town/board meeting prepped for April
- Parent education board report 3/12
- Alumni focus at Auction
- Draft Budget development
- WSF/WTa finance 101

### Distinguish Elementary and Middle Schools

- Advisory spotlight November
- Mentor program working group
- Independence building report
- MS Reading units of study proposal
- Mentor program board report 12/4
- Academic Intervention Data Collection and Progress Monitoring
- MS reading units of study meetings for transition year
- MS reading unit of study materials purchase
- Student mentor program being reviewed and developed for board report in May/June
- Student Mentor Report June 4
- Tinsely Mindset Project Report to Board, June 4
- One reading unit of study per grade level
- New MS ELA teacher to attend TC summer 2019

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- SEL evaluation rubric drafted
- Tech Task Force Subgroup work
- Academic intervention and testing oversight report 3/12
- ELD work session with research team
- ELD coordinated training with PV 3/11
- Stanford/Sequoia Board Report May 7
- Balanced Literacy Proposal May 7
- SEL evaluation June 4
- Instructional Technology Proposal June 4
- Second interim cost saving measures
- WSF and WTA budget communication in process
- Budget committee re-established
- Collegiality work via admin coaching structure
- RFP for pension supplement providers
- Survey result analysis and goal setting
- Tentative agreement
- Draft budget development

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### 2017-2018 Initiatives

- Design Thinking Phase II
- World Language/Instructional Minutes Review
- EL Review
- Instructional Technology
- Supporting Instruction Across the Academic Continuum

- Teacher Evaluation:  
Alternative Collaborative
- Master Teacher
- Internal Communications
- Temporary/Probationary Teacher Support
- Wellness

- Lab School Concept

- Alumni Outreach
- Community Outreach

- MS Reading Units of Study
- MS NGSS Materials Adoption and Integration
- Design Phase II



## 2017-2018 Progress

### Focus on 21<sup>st</sup> Century Skills

- Establishment of Design Team
- Design Training September 6<sup>th</sup>
- Design Trainer from Stanford
- Design Guest Innovators Team Mtg.
- EL – Stanford Research Project
- EL-
- Stanford Research Project
- Outreach/DELAC Leadership Overhaul
- Chrome Book roll out
- New Wireless
- CAASPP Parent Meetings
- GATE/Differentiated SST
- Guest Innovator Design Challenge Mtg.
- Design Challenge Month Nov/Dec.
- EL Observations and Data Review
- EL- Stanford Research Work Session II
- Instructional Tech Board Report October 10
- CAASPP Supt. Coffee
- Fifth grade work sessions re: CAASPP
- Principal goals include student performance on both ends of the spectrum

### Invest in Excellence

- Beginning year two of alternative collaborative model
- Wellness Wednesdays
- Initial temp/prob support plan via buddies/principal
- Increased efforts in internal communications via staff meetings, committee meeting attendance and bulletin content
- Budget Plan for Goal Setting and Implementation Plan in Alt. Collaborative Model
- Cabinet work sessions on temp/prob teachers
- Admin coaching time focus on climate/culture
- Wellness Wednesdays have included; yoga, meditation, hiking, walking, pilates
- Exploration of walk through goal setting
- New teacher/buddy luncheons
- Teacher Survey sub committee

### Communicate the Woodside School Advantage

- Meeting with CK12 Neeru Khosla regarding lab concept
- Meeting and tour with Innovate Public Schools new School Head
- Meeting with new Charter Principal re: Best Practice
- Continued work with Landed Fund
- Local School District Tours
- EL Research Outreach
- March Board Meeting Report on Private School Placements
- Continued tours

### Connect with the Community

- Early discussions of alumni outreach opportunities for design projects
- 7<sup>th</sup> grade Woodside Community Integrated Design Project
- Design challenge community outreach
- STEM Fair Judges
- Parcel Tax Oversight Committee
- Community invitations to Open House and Operetta
- Joint Town/Board Mtg. 4.17.2018
- Almanac reporting on STRS/PERS
- Parent Survey Implementation
- Capital Advisors San Mateo County Collaborative-STRS/PERS Workshop

### Distinguish Elementary and Middle Schools

- Two ELA teachers attended Readers Summer Institute
- New ELA teacher had 6 hr. Workshop Training September 6
- Workshop training planned for school year to focus on genre studies, partner reading, literature circles and assessment
- See design activities above
- Workshop Leadership Institute MS focus
- Incorporation of guest innovators in scale, design process etc.
- 7<sup>th</sup> grade project determined to be “Woodside’s Environment”
- Exploration of 6-8 science materials
- 6<sup>th</sup> grad Design Project re: Staff Needs
- Exploration of CK12 NGSS materials

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- Design training for new staff
- Design training for empathy driven work planned
- Design instructional outcomes draft created
- Participation in Nueva ILC
- Instructional minute review part II
- January 3 instructional tech support
- January 3 design thinking project review
- January 3 early literacy review
- Grade level articulation re: Academic transitions
- Design Program Domino Challenge for MS
- Testing Parent Mtg. 2/15
- EL Research Project Continued
- Student HS placement and performance board report 2/5
- EL/Design Research Showcase
- Admin Coaching Review of Student Support Across the Spectrum
- Testing Protocol
- Superintendent Coffee re: Differentiated Instruction
- Student Privacy June Board Report
- Outreach Committee Expansion
- Diversity/Tolerance Statements/Resolution
- Design Survey Data to be analyzed by Design Team
- Ongoing work with WTA re communication
- Staff Survey Implementation
- WTA Leadership Mtg. re: Evaluation Survey Feedback (language to be recommended)
- Overlap with WTA Leadership at WESD/WTa Mtgs. and Negotiations
- Exploration of SMCOE Environmental Literacy support
- MS Domino Challenge
- Sexual Education Curriculum
- Suicide Prevention Training
- LGTBQ Awareness Training