



# 2015 - 16 PUSD STRATEGIC DIRECTIONS PROGRESS REPORT SUMMARY

(this is NOT a comprehensive list of work efforts underway by Division)

	High Performing Accountable Organization	Excellent Customer Service Internal & External	Outstanding Staff
Academics	<ul style="list-style-type: none"> <li>Approval of BOE Theory of Action &amp; Tiered Model (staff is now planning for implementation)</li> </ul>	<ul style="list-style-type: none"> <li>Prioritizing resources to support instruction</li> <li>Conducted (4) outreach presentations during enrollment</li> </ul>	<ul style="list-style-type: none"> <li>Supporting Principals by implementing instructional rounds for all classrooms</li> <li>Training in balanced literacy approach completed for Principals/CRTs/Coaches in Summer 2016</li> <li>Reorganized Special Education staff to support schools by improving monitoring of IEP completion &amp; compliance</li> </ul>
Business Services	<ul style="list-style-type: none"> <li>Develop defined budget process with instructions that aligns with district mission, vision &amp; values &amp; LCAP goals along with ToA</li> <li>Full review of workers comp claims</li> <li>Implement budget checking process &amp; oversight of how funds are expended</li> <li>Implemented Position Control</li> <li>Launched audit of school transportation program</li> <li>In partnership with Academics &amp; IT, developed a procurement timeline for textbooks &amp; equipment to ensure resources are in place prior to the start of school</li> <li>Plan in place to right align the district to address deficit spending immediately</li> <li>Developing plan to increase reserves by 6% within 3 years</li> </ul>	<ul style="list-style-type: none"> <li>Automated purchase orders &amp; personnel requisitions &amp; reduce inefficiency</li> <li>Aligning all positions &amp; staff assignments district-wide</li> <li>Implementation of quarterly customer service training for food &amp; nutrition training services team</li> <li>Food &amp; Nutrition Services Dept. increased customer engagement in menu development process</li> </ul>	<ul style="list-style-type: none"> <li>Developed community-wide marketing campaign for seamless summer meal program that increased participation by 25% from year over</li> <li>Conducted TOA &amp; Purpose Statement workshops for all levels of staff</li> <li>Provided training &amp; access to all levels of staff to PeopleSoft budget system</li> </ul>
Human Resources	<ul style="list-style-type: none"> <li>Developed &amp; updated procedures for: misconduct investigations, record retention, &amp; employee leaves</li> <li>Developed a Substitute Teacher &amp; Supervisors' Investigation &amp; Employee Discipline H&amp;book</li> <li>Launched Teacher Support &amp; Assessment for BTSA Induction Plan</li> <li>Evaluation of Special Education staffing ratios &amp; compliance</li> <li>Evaluation &amp; development of district-wide staffing model</li> </ul>	<ul style="list-style-type: none"> <li>Focused on building intra-department relations</li> <li>Human Resources Customer Service Plan implemented</li> <li>Regular meetings to coordinate among Classified Advisory Committee, Intra-Departments &amp; Quarterly Condition of Teaching &amp; Learning Committee are underway</li> </ul>	<ul style="list-style-type: none"> <li>Training on topics including: negotiations, labor relations, employee leave, substitute teacher &amp; customer service occurring</li> <li>Conducted competitive salary reviews</li> <li>Development of university collaborative underway</li> </ul>

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Maintenance & Operations	<ul style="list-style-type: none"> <li>Roll out of 2016-2021 Educational Master Plan</li> <li>Developed KPI's</li> <li>Relocated primary EOC to Woodbury site &amp; equipping it with needed infrastructure</li> <li>Provided field staff with chrome books to expedite work orders &amp; improve communication</li> <li>Pursuing bond refinancing so PUSD can benefit from dip in interest rate</li> <li>Moving forward with BoE approval of 3rd issuance of bond funds to expend final \$100 million of MTT funds in the next 3 years</li> </ul>	<ul style="list-style-type: none"> <li>Increased staff feedback on school work orders via School Dude</li> <li>Increased safety &amp; security at school sites by introducing after hour security team, cameras &amp; alarms at school sites</li> <li>Prepared district standards for M&amp;O procurement &amp; accounting</li> <li>Rolled out work order system</li> <li>Opened new Muir Baseball Field &amp; Muir South Multi-Use Athletic field</li> <li>Coordinated facility improvements for new PCC classes at Muir HS</li> </ul>	<ul style="list-style-type: none"> <li>M&amp;O hired experienced grounds maintenance supervisor &amp; carpenter</li> <li>Provided training for first responders</li> <li>Partnered with Dodgers on grounds training for athletic field maintenance &amp; upkeep</li> </ul>
School Support Services	<ul style="list-style-type: none"> <li>Developed 6-month work plan on emergency &amp; disaster preparedness</li> <li>Redesign school-based social service programs into comprehensive service delivery model</li> <li>Began beta testing new website by staff &amp; community partners</li> <li>Redesigned Davis Demographic report that will be presented to BoE in April 2016</li> <li>Implemented customer feedback survey for open enrollment</li> </ul>	<ul style="list-style-type: none"> <li>Design of customer feedback survey on school choice with just over 3,500 responses with a goal of improving PUSD's attraction &amp; retention rate of students</li> <li>Developed framework to create communications, marketing, branding &amp; customer experience plan &amp; launched an advisory group to inform action steps</li> <li>Introduced a media RSS feed to draw news article to the PUSD website</li> <li>Developed monthly e-newsletter PUSD Today</li> </ul>	<ul style="list-style-type: none"> <li>Hired receptionist for Ed Center lobby</li> <li>Professional development for all levels of staff to align services</li> <li>Providing active shooter training for all levels of staff</li> <li>Providing website &amp; school messenger training for all levels of staff</li> </ul>
Technology	<ul style="list-style-type: none"> <li>Assembled new organizational structure</li> <li>Focusing on full-service technology supports, data management, &amp; security</li> <li>Continuing data clean-up of enrollment, staff, programs &amp; courses in local &amp; state information systems for CalPads</li> </ul>	<ul style="list-style-type: none"> <li>Technology trainings for all PUSD students, employees, &amp; parents that provide quick technology tips</li> <li>Implementing new technology Helpdesk to support all staff &amp; students</li> <li>Integration of new firewalls &amp; a web-filter to protect staff &amp; students from digital threats while upgrading our fiber network district wide, &amp; to our switching &amp; routing equipment, to increase network speed &amp; reliability</li> <li>Improving &amp; redeploying Education Center phone system in both English &amp; Spanish</li> </ul>	<ul style="list-style-type: none"> <li>On-demand PD combined with large &amp; small group trainings to build skills across the district</li> <li>Rollout out of new district driven technologies such as; Chrome-books, Haiku, Hapara, Clever, &amp; Nearpod</li> <li>Completion of mandatory training for all CAASPP Site Coordinators for 2016 spring testing</li> <li>Pullout Gradebook training for school sites</li> </ul>