

Strategy 3 Curriculum

Strategy	Action Plan 2008-09	Who	Finish Date	Status	2009-11 Action Plan	Status
<p>Strategy 3:</p> <p>Sustain and enhance comprehensive system of curriculum support services.</p> <p>Two teams meet: The Curriculum Support Services Team</p> <p>This report is a summary of the actions and plans of the two teams.</p>	<p>Examine LEA needs for curriculum development (needs assessment).</p> <p>Curriculum Development</p> <ul style="list-style-type: none"> • Review plan biannually. • Discuss proposed plan with Curriculum Council. • Secure Curriculum Council endorsement of plan. • Present plan to LEA Superintendents. • Begin Implementation. <p>NCA - Address unique needs of districts through monthly Curriculum Council meetings and with specialized help from BAISD Contracted Staff as needed.</p> <p>Conduct professional development for curriculum council members on ongoing basis.</p> <p>NCA - A needs assessment was conducted in December 2008. Results were discussed with Curriculum Council, Superintendents and Board of Education.</p>	<p>Chair:</p> <p>D. Dunbar M. Bruzewski L. Engelhardt B. Johnson</p> <p>All members of BAISD Curriculum Council</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p>	<p>NCA - Implement an assessment system (Pearson Benchmark) and a data warehouse (Excelsior Data) to help evaluate programs and organizational effectiveness.</p> <p>Review curriculum development plan for areas of study annually.</p> <p>Initiate Physical Education curriculum development (Spring 09), ELA and Science curriculum development (Fall 09), pacing guides, review of textbooks and a customized implementation plan for each content area.</p> <p>Curriculum plans are shared with Superintendents regularly throughout the year.</p> <p>Customized implementation plans are being developed for each content area and LEA as curriculum is developed.</p> <p>Club Leaping Lizard is currently on hiatus; no districts or buildings are in need of this service at this time.</p> <p>Provide professional development to our districts as requested. (i.e., Algebra I, Algebra II, TI-84 Training, Dibels/LTRS Training and RTI Training.)</p>	<p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p>

Strategy 4 Technology

Strategy	Action Plan 2008-09	Who	Finish Date	Status	2009-11 Action Plan	Status
Strategy 4: Integrate technology resources into educational programs and services by implementing the district technology plan.	Technology plan updating	Chair:	Ongoing	●	A/V Technology Infrastructure Upgrade	●
	Research and implement more web based applications for CIMS	C. Loree	Ongoing	●	Organize and Secure Data Center	●
	Upgrade Email System	D. Dunbar	7/08	●	Implement Plan to Replace all ISD Fiber	●
	Move to cost-saving three year licensing agreement for Anti Virus protection	M. Rivard			Per NCA Recommendation Periodic Review of ISD Websites	●
	Implement strong authentication	B. Curtiss	Ongoing	●	Electronic Signature with Human Resources	●
	Implement Work Request System	R. Schantz	Ongoing	●	Business Office Automation	●
	Collaborate with Community Partners	B. Hauk	Ongoing	●	Printing Online Forms	●
	Develop Disaster Recovery Plan	J. Arnold	Ongoing	●	Moodle	●
	Annual Purchase of Technology	J. Helie	Ongoing	●	Disaster Recovery for Technology	●
	Update Technology Inventory System	B. Jezak	Ongoing	●		
	Per NCA Recommendation Identify and Implement Data Warehousing	L. Engelhardt	Ongoing	●		
	Have BAISD Network Evaluated for Performance and Security	T. Steih	Ongoing	●		
	Ongoing Security Review of All Systems	L. Hudson	Ongoing	●		
	Rewire the Educational Service Center	K. Gilbert	8/09	●		
	Update the ISD Website and Integrate Content Management System	L. Zettle	10/08	●		
	New Allied Wing – Network Wiring	B. Jozwiak	4/08	●		
	Microsoft Office 2007	R. Holbrook	12/08	●		
	M. Hohl					
	M. Dewey					

Strategy 6 Collaborative Services among LEAs and within BAISD

Strategy	Action Plan 2008-09	Who	Finish Date	Status	2009-11 Action Plan	Status
<p>Strategy 6: Facilitate the Development of cooperative business, information, and resource leveraging services among LEAs within the BAISD.</p>	<p>A) Create committee composed of Superintendents, Directors, et al. from the ISD and All local schools in the ISD.</p> <p>B) Meet with committee to discuss opportunities in all facets of school district operations.</p> <p>C) Establish work teams to investigate identified opportunities.</p> <p>D) Full committee meeting to receive subcommittee reports. Pursue areas of interest.</p> <p>E) Subcommittees explore and report progress and receive continued or new direction.</p>	<p>Chair: B. Curtiss</p> <p>Superintendents, Directors, et al.</p>		<p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p>	<p>The action plan has been developed and will be implemented. The ISD lives by this strategy everyday. The primary objective of this committee will be documenting this collaborative spirit so that it can be shared and communicated to every stakeholder, current or potential customer, and the public.</p> <p>The revised action plan is in effect. The first meeting of the full committee took place on March 8, 2006. Work team chairs were selected. Identified opportunities were: mail, business office, curriculum direction, state and federal grant writing, and transportation.</p> <p>The full committee met several times during 2008 (NCA recommendations 4 and 5). Several actions were completed during this year. The number of people doing central registry is reduced to 4 for the entire ISD. (NCA recommendations 1 and 4). The transportation sub-committee was very active. (NCA recommendations 4, 5 and 6). Collaborative SE transportation will begin in the spring of 2009. Instant Messaging was a new initiative in 2008. The districts collaboratively selected a system that will become available in July of 2009. (NCA recommendations 2, 4 and 5). These are just a few highlights.</p> <p>The full committee will issue guidelines during 2009 for each sub-committee. The new guidelines will require minutes for each sub-committee meeting. Sub-committee chair people will also submit a written summary in December of each year outlining the past years accomplishments and goals for the following year. The minutes and summary are necessary to ensure implementation of NCA recommendations 4 and 5.</p>	

<p><u>NCA Recomm. #3</u> Utilize data from existing data retrieval systems (SRSD, Mi-CIS) to measure departmental effectiveness as well as assist the LEA's with their use of data.</p> <p><u>NCA Recomm. #5</u> Explore additional methods of communication.</p>	<p>Review and revise as necessary Early Intervention procedures/service delivery. This strategy is a part of the BAISD Strategic Plan Strategy #1.</p> <p>Reviewed existing data from the "Data Portraits" to determine assignments.</p> <p>Special Education staff were surveyed as to their level of satisfaction/effectiveness of communication between the administration and staff.</p>	<p><u>B. Jarve:</u> Data Use, Transition Services</p> <p><u>M. Laures:</u> Classroom Programs, Curriculum, Positive Behavior Supports</p> <p><u>C. D'Arcy:</u> Early Childhood</p> <p><u>R. Fall:</u> Positive Behavior Supports, Autism Spectrum Disorder Programming and Curriculum</p>	<p>Ongoing</p> <p>6/08</p> <p>6/08</p>	<p>●</p>	<p>Utilize data from existing data retrieval systems (Mi-CIS) to measure departmental effectiveness as well as assist LEA'S with their use of data.</p> <p>Data used to support programmatic decisions. Distribute "Data Portraits" and provide training to the LEA's on how to understand and use the data. 6/08</p> <p>Provide assistance as needed to improve/enhance LEA programming. 6/09</p> <p>Psychology Department: Develop criteria and process for identifying students with specific learning disabilities.</p> <p>Explore additional methods of communication. Survey staff to determine Effectiveness of the changes. 6/09</p>	<p>●</p> <p>●</p> <p>●</p> <p>●</p>
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Strategy 9A

Identify Current and Future Career & Technical Education (CTE) Needs

Strategy	Action Plan 2008-09	Who	Finish Date	Status	2009-11 Action Plan	Status
<p>Strategy 9A:</p> <p>Identify Current and Future Career & Technical Education (CTE) Needs</p> <p>Continued development of new CTE Health Occupation program curriculum and program standards.</p> <p>Continue to research State and National model exemplary CTE programs, labor market statistics specific to the future needs of our student and programs with a directed focus in the following areas:</p> <ul style="list-style-type: none"> ● Computer systems, information technology, system administration, and digital programming and design; ● Marketing and Management program area; 	<p>Continue development of new Career and Technical Education (CTE) program curriculum areas (veterinary science, occupational therapy/physical therapy/ sports medicine, and forensic science) to include advisory committees, placement opportunities, business partnerships, student club involvement, alignment with new CTE state standards and academic alignment with Michigan Merit Curriculum (MMC). (NCA Rec 2)</p> <p>Complete architectural design and plan outlining student training environment and equipment needs specific to computer systems, information technology, network programming, system administration, and digital multimedia areas. (NCA Rec 5)</p> <p>Complete architectural design and plan outlining student training environment and equipment needs specific to our Marketing and Management Program. (NCA Rec 5)</p> <p>Establish estimated cost and funding plan to address future program renovations and equipment needs.</p> <p>Development of implementation plan addressing the needs and vision of CTE program renovation projects. (NCA Rec 3)</p>	<p>Chair:</p> <p>M. Rivard L. Engelhardt T. Camp A. Dore E. Birchler Dr. C. Musselman D. Leszczynski K. Seward B. Zimostrad T. Bacigalupo J. Geno Mathematic Instructors</p>	<p>6/09 and Ongoing</p> <p>8/09 and Ongoing</p> <p>8/09 and Ongoing</p> <p>8/10 and Ongoing</p> <p>8/10 and Ongoing</p>	<p style="text-align: center;">●</p> <p style="text-align: center;">●</p> <p style="text-align: center;">●</p> <p style="text-align: center;">●</p> <p style="text-align: center;">●</p>	<p>Continue to research and identify future career and technical student and program needs. (NCA Rec 1-3)</p>	

<ul style="list-style-type: none"> Alternative energy curriculum components (solar, wind, geothermal hydroponics) and technology. <p>Implementation of Michigan Merit Curriculum (MMC) Academic Instructional delivery system at Bay-Arenac ISD Career Center.</p>	<p>Completed curriculum plan outlining the infusion of alternative energy components in identified CTE programs. Integration of alternative energy curriculum components into targeted CTE programs. (NCA Rec 5)</p> <p>Continue to meet and gather data from our LEA administrative counsel and instruction staff and together continue to indentify delivery systems that address the needs of our children and the challenges they face addressing the Michigan Merit Curriculum (MMC) standards. (NCA Rec 2 & 4)</p> <p>Implementation of an exemplary instructional on-site delivery component at Bay-Arenac ISD Career Center for the MMC mathematic core content areas to address the challenging needs of our students: Algebra I-II, Geometry, and Senior Math. (NCA Rec 2, 4 & 5)</p>		<p>8/10 and Ongoing</p> <p>8/09 and Ongoing</p> <p>8/09 and Ongoing</p>	<p>●</p> <p>●</p> <p>●</p>		
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Strategy 9B Student Success

Strategy	Action Plan 2008-09	Who	Finish Date	Status	2009-11 Action Plan	Status
<p>Strategy 9B:</p> <p><u>Student Success</u></p> <p>Increase the number of students who earn the Student Success Award based on the Career Center's 10 Performance Indicators.</p>	<p>Solicit student and staff input, to identify activities that support students achieving the Success Award.</p> <p>Continue to use the early attendance improvement system that identifies Career Center staff, parents and students as partners in addressing patterns of poor attendance.</p> <p>Continue the use of Grade-Quick as the mid-term report system that provides instructors a means to give parents/students information as to the deficiencies in academic achievement. (NCA Rec 5)</p> <p>Continue to collect grade and attendance data and assess the intervention systems, modifying strategies that would increase substandard attendance and grade success indicators. (NCA Rec 1 & 3)</p> <p>Continue to utilize Ed-line as a student progress reporting tool for parents/students and staff at sending schools. (NCA Rec 5)</p> <p>Collect Follow-Up Study and certification data to track annually student progress, modifying strategies that would improve performance. (NCA Rec 3)</p> <p>Update the Student Success system/process document created in 2001. (NCA Rec 2)</p>	<p>Co-Chair: C. Connors V. Gerhart</p> <p>Members: T. Bacigalupo L. Bowker T. Camp C. Charbonneau K. Dardas L. Fauble J. Geno M. Kapala T. Morse T. Rivard M. Rivard E. Stasser D. Urlaub</p>	<p>5/09</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>10/09</p>	<p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p>	<p>Continue to compile and analyze data to evaluate the impact the early intervention strategies have on attendance and grades. (NCA Rec 1)</p> <p>Continue to utilize education research, model programs, and best practices to strengthen the Student Success program, increasing the number of students that achieve the Success Award.</p> <p>Develop a data warehouse system that would be user-friendly, allowing staff to access students' past performance and track students' current progress. (NCA Rec 3 & 5)</p> <p>Develop initiatives that will increase student/parent use of the web site for communication and monitoring student progress. (NCA Rec 5)</p>	<p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p>

	<p>Update the Student Success improvement document created in 2002. (NCA Rec 2)</p> <p>Combine the above updated documents to create a user-friendly resource for all Career Center staff. (NCA Rec 2)</p> <p>Identify Career Center professional development activities that support targeted strategic goals that reinforce a culture of student success.</p>		10/09 4/10 Ongoing	● ● ●		
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Strategy 9C

Delivery of Academic Credit through Career & Technical Education (CTE) Programs

Strategy	Action Plan 2008-09	Who	Finish Date	Status	2009-11 Action Plan	Status
Strategy 9C: Develop a comprehensive system for the delivery of academic credit through career and technical education programs at Bay-Arenac ISD Career Center.	Continue to monitor, research and explore guidelines, requirements, and changes to the Michigan Merit Curriculum and access the impact on potential and current Bay-Arenac ISD Career Center students.	Co-Chair: M. Rivard L. Engelhardt Members: C. Connors J. Geno D. Urlaub T. Bacigalupo V. Gerhart D. Dunbar S. Hoyle L. Sherman	Ongoing	●	Continue to compile, review, and analyze the data to determine the impact of the MMC on students who want to attend the Bay-Arenac ISD Career Center. (NCA Rec 1 & 3)	●
	Continue to research and address optimal delivery systems for academic credit; visit credit recovery and academic credit "best practice" delivery systems throughout the state.		Ongoing	●	Continue to monitor the MMC and utilize research and best practices in determining professional development and new instructional methods for CTE instructional staff.	●
	Continue to communicate with Bay-Arenac ISD Career Center staff and provide professional development activities which target and align with the Office of Career and Technical Education's (OCTE) identified core academic standards and CTE program specific academic.		Ongoing	●		
	Complete academic curriculum crosswalks in math, science and ELA in the following new CTE programs: Forensic Science, Veterinary Science, and PT/OT/Sports Medicine.		7/09	●	Monitor the Office of Career and Technical Education's academic alignment projects to ensure compliance and alignment to Bay-Arenac ISD Career Center curriculum crosswalks and academic content.	●
	Complete academic curriculum crosswalks in Law Enforcement/Criminal Justice (math) and Computer Network Technology (math).		7/09	●		
	Develop a review system for all CTE programs to update academic curriculum crosswalks in all program areas based on changes to CTE program curriculum segments, certifications, college articulation and co-curricular activities. (NCA Rec 1)		9/09	●	Bay-Arenac ISD Career Center Staff will continue to update and share data, predicted trends, and strategies with LEA's.	●

	<p>BAISD Career Center instructors, administrators, and placement staff will continue to work in conjunction with Strategy 9D committee members, to update information, regarding our Career Readiness Program with advisory committee members, LEAs, the business community at-large, as measured by advisory committee minutes, and other pre-determined forms of written documentation. Alternate/additional forms of communication will be explored and implemented, as needed. (NCA Rec 5)</p> <p>BAISD Career Center instructors, administrators and placement staff will continue to work in conjunction with Strategy 9D committee members, to market the Career Readiness Program to local businesses and advisory committees, as a way of promoting the hiring of our students. (NCA Rec 5)</p> <p>BAISD Career Center instructional and placement staff will work together with students in the inclusion of Work Keys scores and Career Readiness Certificates, as appropriate, within their portfolios and resumes. In light of the fact that students now take all 3 WorkKeys assessments at their home schools as part of the Michigan Merit Exam, Career Center staff would work with districts to get a database of Bay-Arenac local students' Work Keys scores. Students would need to bring in their certificates, if they wanted them included in their portfolios.</p>		<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>●</p> <p>●</p> <p>●</p>	<p>Initiatives to market our Career Readiness Program to businesses and other stakeholders will continue. Progress toward these initiatives will be evaluated through various input from stakeholders.</p> <p>A process for including this data will be developed and revised regularly to best meet the needs of our students.</p>
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Strategy 10

Sustain & Enhance Educational Opportunities for Adult and Continuing Education Students

Strategy	Action Plan 2008-09	Who	Finish Date	Status	2009-11 Action Plan	Status
Strategy 10: Sustain and enhance educational opportunities for adult and continuing education students	Per NCA recommendation regarding program evaluation, pursue and develop those programs/classes that will provide successful quality courses and enrollment growth.	Chair: A. Muempfer K. Maples A. Mazique G. Burger K. Rayner L. Engelhardt M. Gottesman B. Pijazek	Ongoing	●	Per NCA recommendation, regarding technology, create e-mail distribution list to send the semester brochures electronically to those who request it.	●
	Per NCA recommendation regarding program evaluation, monitor enrollments and survey students to determine whether recruitment strategies and marketing efforts have been effective.		Ongoing	●	Per NCA recommendation regarding program evaluation, develop strategies to attract and retain tutors for lower functioning students, especially in reading and math.	●
	Per NCA recommendation regarding communication, market all programs through radio, website, newspaper and schedule of classes.		Ongoing	●	Collaborate with Strategy 9D committee to explore providing adult education students the preparation for the Work Keys Assessment and possibly the assessment itself.	●
	Per NCA recommendation regarding technology, provide staff training on the new PLATO software		8/08	●	Per NCA recommendation regarding communication, continue to strengthen community collaborations with groups like the Literacy Council, Michigan Works!, and the Veterans Administration.	●
	Per NCA recommendation regarding technology, develop record keeping system to separate students who do and do not need to meet the new Michigan Merit Curriculum (MMC) requirements		5/08	●		
	Determine a system to meet the new MMC requirements.		Ongoing	●	Per NCA recommendation regarding program evaluation, review and maintain budget and monitor and respond to any potential new funding sources.	●
	Conduct GED testing in Arenac County		6/09	●		
	Implement program requirements from DLEG regarding assessment, follow up and reporting		9/08	●		

Strategy 11 Facility and Grounds

Strategy	Action Plan 2008-09	Who	Finish Date	Status	2009-11 Action Plan	Status
Strategy 11: Survey current facility and grounds for utilization. Conduct a complete facility and grounds evaluation <ul style="list-style-type: none"> ● Utilization ● Examine Student and Program needs. ● Maintenance/ Upgrades ● New facility/ Components (such as parking lots). Develop a facility/ Grounds-use projection for the next 10 years. Annually review the facility-use plan and make revisions as necessary.	Welding Shop gas piping system renovation.	Chair:	5/09	●	LLC-Arenac All Purpose Room Addition. Construction Cost \$375,000.00 (2012).	●
	Front office lavatory renovation – Career Center.	M. Dewey M. Rivard	9/10	●	LLC-Arenac Parking Lot Extension	●
	Begin staff training of blood born pathogens, sexual harassment, use of equipment and safety methods using computer equipment to teach and instruct.	B. Curtiss R. Schantz D. Bourdon	7/09	●	Negotiate land purchase for additional parking lot at the Living & Learning Center Bay Campus.	●
	Research availability of conferences and seminars for staff training.		6/10	●	Construct or purchase additional classroom space for Instructional Services needs. (2013-14).	●
	Purchase and install software to allow for the tracking of work orders from inception to completion, utility costs, inventory of parts and equipment, etc.		12/09	●	Design and Renovate CTE Technical Program, Dental and Nursing areas on second floor of Career Center (2009-11).	●
	Purchase backup transformer for Career Center. \$45,000.		6/10	●	Inspect all roof levels for possible repair or replacement (2009).	●
	Replace existing canister lighting with energy efficient units. \$32,000.		12/09	●	Roof replacement Career Center (2009-13).	●
					Vehicle replacement (2009-13).	●
					Replace VCT in designated classrooms. Remove Asbestos tile during upgrade (2009-10).	●
				Construct a building to warehouse both LLC-Bay and LLC-Arenac excess equipment and supplies. Additional building to supplement Career Center (2011).	●	

					<p>Construct custodial shop adjacent to shipping and receiving. Unit to be used for equipment repair and storage. \$80,000. (2012).</p> <p>Engineer land use drawing with existing buildings and utilities for both Career Center and Educational Service Center (2010).</p> <p>Install a back-up generator to start and maintain electrical power to heating water pumps at the Career Center (2012).</p> <p>Reconstruct and add spaces to north parking lot at the Educational Service Center. \$150,000. (2009)</p> <p>Replace carpeting in Business Office. (2009)</p> <p>Replace shop and classroom light fixtures</p>	<ul style="list-style-type: none">●●●●●●
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Strategy 12

Enhance the Recruiting, Selection, and Employment Process

****This Strategy is complete.**

Strategy	Action Plan 2008-09	Who	Finish Date	Status	2009-11 Action Plan	Status
<p>Strategy 12: Determine team make-up</p> <p>Determine need and develop a "Statement of Work"</p>	<p>Identify interested parties.</p> <p>Research best practice, develop benchmarks and criteria for review of current and proposed practice</p>	<p>Chair:</p> <p>D. Sevener M. Rivard R. Schantz B. Peppel C. D'Arcy M. Dewey M. E. Bluem T. Steih S. Marion</p>	<p>3/30/07</p> <p>5/4/07</p>	<p style="text-align: center;">●</p>		

Strategy 13 North Central Accreditation

Strategy	Action Plan 2008-09	Who	Finish Date	Status	2009-11 Action Plan	Status
<p>Strategy 13:</p> <p>To assure that BAISD maintains accreditation from NCA, AdvancED.</p>	<p>Review NCA Document</p> <ul style="list-style-type: none"> - Document Reviewed <p>Determine Team's Role</p> <ul style="list-style-type: none"> - Monitor NCA Process - Measure Other Strategy Teams' Progress related to NCA Incorporation - Collect artifacts - Develop a process map for new initiatives - Communication link between NCA & strategy teams <p>NCA - Determine Integration within current Strategic Plan Strategies.</p> <ul style="list-style-type: none"> - Recommendations included in current as well as future strategies <p>NCA - Research best practice, develop rubrics for review of current and proposed practice.</p> <p>NCA - Incorporate planning & measurement systems into district initiatives.</p> <ul style="list-style-type: none"> - Planning Model Developed 	<p>Chair:</p> <p>D. Sevener M. Rivard R. Schantz B. Peppel C. D'Arcy M. Dewey B. Curtiss T. Bacigalupo</p>		<p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p>	<p>Measure 2007-08 Activities.</p> <ul style="list-style-type: none"> - Directors & ALT Agenda Item - Meeting Minutes <p>Prepare Interim Report.</p> <ul style="list-style-type: none"> - Review Requirements - Develop Structure/Timelines - Review Data Collection/Analysis - Review Artifacts/Links 	<p>●</p> <p>●</p>