

CHILlicothe CITY SCHOOL DISTRICT



STRATEGIC PLAN 2007

Table of contents

Letter from the superintendent	2
Vision	3
Mission	4
Overview	5
Strategic planning team	6
Philosophy.....	7
Time line of events	8
District core values	9
Goals and key strategies	10
Action plan – Goal 1: Teaching and learning	12
Action plan – Goal 1: Teaching and learning	14
Action plan – Goal 2: Finances	16
Action plan – Goal 2: Finances	18
Action plan – Goal 3: Facilities	20
Action plan – Goal 3: Facilities	22
Action plan – Goal 4: Communications	24
Action plan – Goal 4: Communications	26
Action plan – Goal 5: Safe and positive learning environment	28
Action plan – Goal 5: Safe and positive learning environment	30

Letter from the superintendent

Dear Stakeholders:

The Chillicothe Board of Education, facilitated by a Strategic Planning Team, has adopted a Strategic Plan for 2007–2010 that will lead the district forward with guiding principles and goals to achieve excellence in all areas of our organization. The Strategic Planning Team composed of Board of Education members, administrators, staff and community stakeholders formulated a plan for the district to use to make decisions. This management tool is broad in scope and addresses teaching and learning, finances, facilities, communications and the learning environment.

The Strategic Plan supports the District's Continuous Improvement Plan. While the Strategic Plan focuses on all operation areas, development of the Continuous Improvement Plan is based on year-to-year growth in academics. Academic excellence is a primary goal of the planning committee.

The Chillicothe Board of Education is committed to being rated as an excellent district in all areas. The goals and action plans in the Strategic Plan contain the pathways to fulfill that mission. The Chillicothe Board of Education has a plan that will guide their decision-making process over the course of the next several years. The Plan will ensure that each department in the organization focuses its energy toward achieving the same goals. The Strategic Plan provides the way for a disciplined effort to shape and guide our education community to achieve excellence.

Sincerely,

Roger W. Crago
Superintendent

Vision

The Chillicothe City School District will achieve excellence in all areas by preparing students to be productive lifelong learners and citizens in a global economy. Stakeholders will view the district as successful and operating with the highest levels of commitment, integrity and trust.



Mission

The mission of the Chillicothe City School District is to provide all of our children with an excellent academic opportunity through a diversified, compassionate, student-focused curriculum.



Overview

Members of the Chillicothe City Schools Board of Education, administration, staff, teachers and community members met with Ohio School Boards Association consultant Kathy LaSota to create a strategic plan that serves as a guiding map for the district's short- and long-term success, and is compatible with and supportive of the district's continuous improvement plan.

The work took place over three months, was facilitated and structured for efficiency, and relied heavily on stakeholder representation and interaction. The resulting product is feasible, reasonable and relevant to the culture and current educational environment of the Chillicothe City Schools.



Strategic planning team

Joyce Atwood
Assistant superintendent

J. Jeffrey Benson
President of the board of
education

Liz Corzine
Parent and member of the
School Facility Planning
Committee

Roger Crago
Superintendent

Randy Drewyor
Vice president of the board
of education

Linda French
OAPSE representative

Jeff Hartmus
Member of the board of
education

Scott Lowe
Assistant high school
principal

Sheryl McCorkle
Member of the board of
education

Steve Mullins
Member of the board of
education

Diane Neal
Assistant principal at the
middle school

Lars Petersen
Business representative

Terry Roe
Teacher

John Rose
Treasurer

Greg Smith
Chillicothe Education
Foundation

Joyce Wiechelman
Teacher

Philosophy

Our public school determines its guiding principles due to the nature and needs of our children and the ever-changing demands of society. In a democratic society, we place major emphasis on (1) developing the attitudes, abilities, and skills that ensure quality human relationships and proper acceptance of civic responsibility, (2) meeting those recognized needs of children for security success, group acceptance, and for the knowledge and skills that ensure economic efficiency, self realization, aesthetic appreciation and the necessity of family appreciation. Our philosophy includes a consideration of the total life of the child and recognizes the need for a workable partnership on the part of the school, home and the community.

Time line of events

March 19, 2007

Mission/vision/beliefs reviewed and revised

April 2, 2007

Critical issues identified

April 11, 2007

Critical issues revised as per feedback and data analysis

April 30, 2007

Goals identified (related to critical issues)

May 9, 2007

Action plans drafted

May 10–25, 2007

Action plans refined

May 24, 2007

Draft strategic plan presented for review

June 15, 2007

Draft plan revised as per feedback

June 25, 2007

Strategic plan presented to the Board of Education



District core values

We believe that:

- ◆ All children can learn.
 - ◆ Every interaction at all levels is based on integrity and honesty.
 - ◆ Teaching and learning take place in safe and healthy environments.
 - ◆ All adults and children are treated with respect.
 - ◆ Impact on students is considered in all decisions.
 - ◆ Curriculum and instruction are developmentally appropriate at all levels.
- ◆ Our facilities are well maintained.
 - ◆ All students are provided an abundance of opportunities to meet their individual needs.
 - ◆ Caring and thoughtful teachers deliver our instructional program.
 - ◆ Professional development is essential for all staff and teachers.
 - ◆ The district operates in a fiscally responsible manner.
 - ◆ Programs, activities and interactions reflect respect for the diversity of our community's cultures.

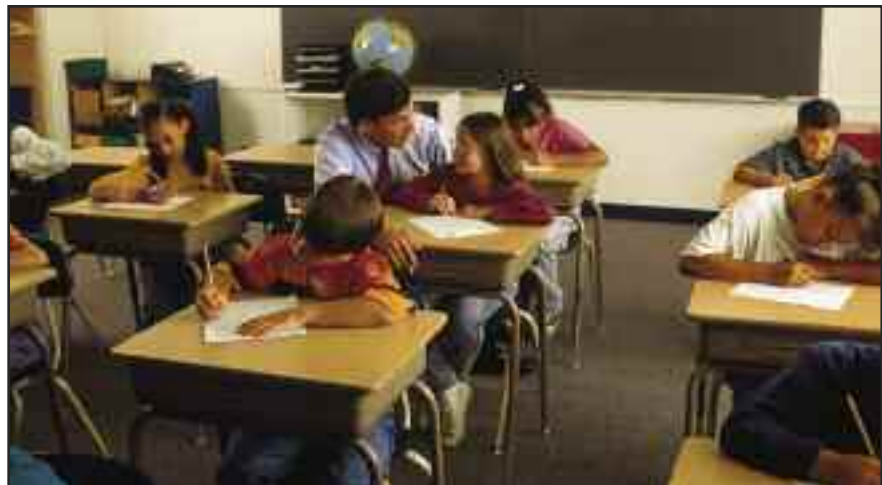
Goals and key strategies

1. **Chillicothe City School District** will provide an education that meets the needs of all children through aligned curriculum and practices, focused initiatives and staff who are dedicated to the values, goals and strategies of the district.
 - a. Review and revise the current District Professional Development Plan to ensure alignment to district's core values, teacher collaboration, student needs, staff accountability, and offerings and choices based on current best practice and research.
 - b. Review and revise board policy related to professional development to reflect expectations and accountability.
2. **Chillicothe City School District** will provide what is best for students, staff and community by effectively allocating resources in a manner that allows the district to remain fiscally solvent.
 - a. Use the district five-year forecast to prioritize programs and services provided to students.
 - b. Aggressively seek grants and additional funding sources to support instruction, facilities and safety of students and staff.
3. **Chillicothe City School District** will provide and maintain facilities that are supportive of teaching and learning and extracurricular activities.
 - a. Develop and implement a five-year Facilities Maintenance Plan that includes short- and long-term goals.
 - b. Revisit, revise and implement the current Facilities Master Plan.



4. **Chillicothe City School District** will facilitate open and honest two-way communication that promotes a collaborative dialogue among all students, staff, residents and community stakeholders.
 - a. Create and implement a comprehensive Communication Plan.

5. **Chillicothe City School District** will create a positive learning environment in which all students can achieve the best education possible and in which every individual in every building will be held accountable for positive behavior and respect.
 - a. Using the current secondary model, expand the Positive Behavior Support Plan to include students and staff districtwide.



Action plan – Goal 1

Strategy A: Teaching and learning

Goal

Chillicothe City School District will provide an education that meets the needs of all children through aligned curriculum and practices, focused initiatives and staff who are dedicated to the values, goals and strategies of the district.

Key strategy

Review and revise the current District Professional Development Plan to ensure alignment to district's core values, teacher collaboration, student needs, staff accountability, and offerings and choices based on current best practice and research.

Owners

Superintendent
Curriculum director

Study

- ◆ **What is the current condition and data that support the need for this key strategy?** A conscious effort must be made to align professional development with the core values and strategies of the district.
- ◆ **Who are the direct customers of this key strategy and how will it benefit them?** Faculty will benefit by having high-quality professional development aligned to district core values and the Continuous Improvement Plans.
- ◆ **What resources may be needed and who else will be involved?** Time, finances and qualified instructors who can deliver best practice instructional strategies.
- ◆ **When and how will improvements be evaluated for results?** Staff satisfaction survey and district/building student performance results.

Plan

Action steps to accomplish key strategy	Owner	Desired results	Completion date
Review current Professional Development Plan and its results.	Professional development coordinator	Documented needs and gaps based on review and input.	June 2007
Create linkage among CIP, NCA and LPDC.	LPDC	Common themes and conflicts identified.	May 2007
Create an expectation for districtwide grade-level and content-level meetings to facilitate collaboration.	Principals	Documented meeting agendas with topics and attendance records of teachers and staff in attendance.	September 2007
Create an up-to-date and comprehensive Professional Development Plan that aligns all efforts with district mission, vision and identified core values.	Professional development coordinator Principals	Plan implemented.	Fall 2007
Annually review and revise the Professional Development Plan.	Professional development coordinator Principals Assistant Superintendent LPDC	Plan is current and meeting the needs of teachers and staff.	Fall 2008 ongoing

Do

- ◆ Will this plan require additional fiscal resources? Yes No
Estimated cost: \$
- ◆ Will this plan require additional human resources? Yes No
Estimated cost: \$

Action plan – Goal 1

Strategy B: Teaching and learning

Goal

Chillicothe City School District will provide an education that meets the needs of all children through aligned curriculum and practices, focused initiatives and staff who are dedicated to the values, goals and strategies of the district.

Key strategy

Review and revise board policy related to professional development to reflect expectations and accountability.

Owner

Board of education

Study

- ◆ **What is the current condition and data that support the need for this key strategy?** The district currently has policies addressing the need for professional development, but they are too broad and do not address the accountability expectations.
- ◆ **Who are the direct customers of this key strategy and how will it benefit them?** Staff and teachers will have clear expectations for professional development; students will benefit from interaction with teachers who remain current and knowledgeable about best practices. The entire district will benefit from teachers who have a desire to engage in learning and furthering their professional enrichment.
- ◆ **What resources may be needed and who else will be involved?** Board of education, Ohio School Boards Association, Local Professional Development Committee (LPDC).
- ◆ **When and how will improvements be evaluated for results?** The LPDC will obtain feedback from participants annually.

Plan

Action steps to accomplish key strategy	Owner	Desired results	Completion date
Superintendent to identify individuals to review and revise the board policy on professional development.	Superintendent	Responsible parties identified.	August 2007
The policy will be revised to reflect the goal: Chillicothe City School District will provide an education that meets the needs of all children through aligned curriculum and practices, focused initiatives and staff who are dedicated to the values, goals and strategies of the district.	Policy Review Committee	Policy revised.	September 2007
Revised policy presented to board of education for necessary readings.	Superintendent	Board review of policy.	October 2007
Board officially adopts revised Professional Development Policy.	Board	Appropriately revised policy. Clear expectations.	November 2007

Do

- ◆ Will this plan require additional fiscal resources? Yes No
Estimated cost: \$
- ◆ Will this plan require additional human resources? Yes No
Estimated cost: \$

Action plan – Goal 2

Strategy A: Finances

Goal

Chillicothe City School District will provide what is best for students, staff and community by effectively allocating resources in a manner that allows the district to remain fiscally solvent.

Key strategy

Use the district five-year forecast to prioritize programs and services provided to students.

Owner

Treasurer

Study

- ◆ **What is the current condition and data that support the need for this key strategy?** The district is in fiscal caution; trend of declining enrollment; reduced tangible values; five-year history of budget reductions.
- ◆ **Who are the direct customers of this key strategy and how will it benefit them?** Board members and the community. Proper implementation of this strategy will enable the board to make educational programming decisions by understanding the impact on the five-year forecast.
- ◆ **What resources may be needed and who else will be involved?** The funding/sources of funding.
- ◆ **When and how will improvements be evaluated for results?** The board will review any proposed changes to programs and determine their impact on the forecast. Programs will be evaluated to see if the desired results were met. Five-year forecast will be monitored monthly, with adjustments made as needed. The board and treasurer will not wait until a final evaluation, but rather adjust when new information is available.

Plan

Action steps to accomplish key strategy	Owner	Desired results	Completion date
All proposed programs will include cost projections and funding sources.	Treasurer	Accurate assessment and planning.	September 2007
Applicable costs of proposed programs will be modeled in five-year forecast to demonstrate financial impact to board.	Treasurer	Board makes program decisions based on financial impact data.	September 2007
Board and treasurer monitor and update five-year forecast when necessary to ensure the most accurate and timely planning document possible.	Treasurer	Improved understanding of future financial stability.	Ongoing
Develop a performance measurement system for educational and operational functions, programs and activities to include efficiency and effectiveness (state performance audit R 2.4).	Treasurer Superintendent Assistant superintendent	Fiscally responsible decision-making.	Ongoing November 2007
Compare performance measures to established benchmarks (state performance audit R 2.4).	Treasurer Superintendent Asstistant supt.	Consistent assessment of all district programs and activities.	November 2007– June 2008
Conduct periodic evaluations of operational and educational functions/activities using performance information and other reasonable criteria (state performance audit R 2.4).	Superintendent or designee	Data-based decisions.	Ongoing

Do

- ◆ Will this plan require additional fiscal resources? Yes No
 Estimated cost: \$

- ◆ Will this plan require additional human resources? Yes No
 Estimated cost: \$

Action plan – Goal 2

Strategy B: Finances

Goal

Chillicothe City School District will provide what is best for students, staff and community by effectively allocating resources in a manner that allows the district to remain fiscally solvent.

Key strategy

Aggressively seek grants and additional funding sources to support instruction, facilities and safety of student and staff.

Owners

Administration
Staff

Study

- ◆ **What is the current condition and data that support the need for this key strategy?** The district is in fiscal caution and continues to cope with a trend of declining enrollment, reduced tangible values and a five-year history of significant budget reductions.
- ◆ **Who are the direct customers of this key strategy and how will it benefit them?** Students. The district is faced with either reducing expenditures or enhancing revenues to increase programming.
- ◆ **What resources may be needed and who else will be involved?** Employees will need to be involved by keeping aware of funding opportunities through periodicals, networking and actively seeking out sources.
- ◆ **When and how will improvements be evaluated for results?** Superintendent and treasurer performance evaluations. Superintendent will encourage administrators and staff to pursue funding opportunities.

Plan

Action steps to accomplish key strategy	Owner	Desired results	Completion date
Create, maintain and update a database for all grant applications.	Grant coordinator	Greater access to opportunities.	January 2008
Create a process that can be used by staff to present to or request grants from grant coordinator.	Grant coordinator	Consistency and opportunity.	February 2008
Utilize periodicals to pursue funding by actively applying for non-CCIP grants where feasible.	Treasurer Superintendent Grant coordinator	Increased use of grants.	Ongoing
Create a mechanism for discovering and inviting local grant sources.	Treasurer Superintendent Grant coordinator	Increased community involvement in new partnership.	March 2008
Create a method of funneling grant opportunities to appropriate departments to ensure that all possible opportunities are exhausted.	Treasurer Grant coordinator	Increased awareness and opportunities.	September 2007

Do

- ◆ Will this plan require additional fiscal resources? Yes No
Estimated cost: \$
- ◆ Will this plan require additional human resources? Yes No
Estimated cost: \$

Action plan – Goal 3

Strategy A: Facilities

Goal

Chillicothe City School District will provide and maintain facilities that are supportive of teaching and learning and extracurricular activities.

Key strategy

Develop and implement a five-year Facilities Maintenance Plan that includes short- and long-term goals.

Owners

Superintendent

Study

- ◆ **What is the current condition and data that support the need for this key strategy?** Current condition of buildings and grounds and equipment.
- ◆ **Who are the direct customers of this key strategy and how will it benefit them?** Students, staff, and community.
- ◆ **What resources may be needed and who else will be involved?** Funds for equipment and maintenance will be needed. Treasurer, superintendent and building and grounds supervisor will be involved.
- ◆ **When and how will improvements be evaluated for results?** Regularly scheduled on-site walk-through of each facility; building and ground supervisor reports and performance evaluation; documented facility improvements; annual review of the plan.

Plan

Action steps to accomplish key strategy	Owner	Desired results	Completion date
Identify team to draft five-year Facilities Maintenance Plan.	Superintendent Building/grounds supervisor	The teams identified and charged with the project's completion.	October 2007
Draft Maintenance Plan: Plan should identify teams to do unannounced walk-through on a quarterly basis, a timeline and uniform training and procedures and equipment for custodial/grounds duties.	Superintendent Building/grounds supervisor	Districtwide facility uniformity in maintenance procedures and equipment.	February 2008
The district will restructure job duties and hours of operation for custodial staff.	Superintendent Building/grounds supervisor	Revised job descriptions.	September 2007
Develop a five-year Capital Expenditure Budget for buildings and grounds.	Treasurer Superintendent Building/grounds supervisor	Budget approved.	September 2008
Plan implementation based on proposed budget.	Building/grounds supervisor	Plan implemented.	March 2008
The district will move toward Green Cleaning.	Building/grounds supervisor	District will be environmentally friendly.	May 2007–September 2008

Do

- ◆ Will this plan require additional fiscal resources? Yes No
Estimated cost: \$
- ◆ Will this plan require additional human resources? Yes No
Estimated cost: \$

Action plan – Goal 3

Strategy B: Facilities

Goal

Chillicothe City School District will provide and maintain facilities that are supportive of teaching and learning and extracurricular activities.

Key strategy

Revisit, revise and implement the current Facilities Master Plan.

Owners

Superintendent

Study

- ◆ **What is the current condition and data that support the need for this key strategy?** Currently completing phase one of original Facilities Master Plan and need to review phase two to see if it still meets the needs of the district.
- ◆ **Who are the direct customers of this key strategy and how will it benefit them?** Students, staff and community will benefit from facilities that are supportive of teaching and learning and extracurricular activities.
- ◆ **What resources may be needed and who else will be involved?** Reconvene original facilities committee.
- ◆ **When and how will improvements be evaluated for results?** Upon completion and evaluation of master plan.

Plan

Action steps to accomplish key strategy	Owner	Desired results	Completion date
Reconvene the Facilities Planning Committee to determine whether changes need to be made to the original Facilities Master Plan.	Superintendent Board president	Committee invited and reconvened.	August 2007
Facilities Master Plan revised.	Facilities Planning Committee	Plan presented to the board of education.	November 2007
Formation of Bond Committee.	Superintendent Board president	Steps taken to place bond issue on ballot.	TBD
Place bond issue on ballot.	Treasurer	Bond issue on ballot campaign begins.	TBD

Do

- ◆ Will this plan require additional fiscal resources? Yes No
Estimated cost: \$
- ◆ Will this plan require additional human resources? Yes No
Estimated cost: \$

Action plan – Goal 4

Strategy A: Communications

Goal

Chillicothe City School District will facilitate open and honest two-way communication that promotes a collaborative dialogue among all students, staff, residents and community stakeholders.

Key strategy

Create short-term activities to improve overall two-way communication districtwide.

Owners

Board of education
Superintendent
Treasurer
Administrators
Teachers
Staff
Students

Study

- ◆ **What is the current condition and data that support the need for this key strategy?** According to formal and informal feedback, the public perceives the district as making decisions without obtaining input.
- ◆ **Who are the direct customers of this key strategy and how will it benefit them?** All stakeholders will be aware of district initiatives.
- ◆ **What resources may be needed and who else will be involved?** Financial; human resources.
- ◆ **When and how will improvements be evaluated for results?** Annual surveys and evaluation forms.

Plan

Action steps to accomplish key strategy	Owner	Desired results	Completion date
Create a districtwide quarterly newsletter.	Superintendent or designee	Informed public.	Quarterly 2007-2008
Hold quarterly information meeting for interaction with board members and administrators.	Board Superintendent Administration	Increased opportunities for communication.	Quarterly 2007-2008
Identify, document or create strategies to inform senior citizens of school issues.	Board Superintendent Administration	Inform senior citizens of school issues and seek their input.	Quarterly 2007-2008
Increase community awareness about financial condition of the district on an ongoing basis.	Board Superintendent Administration	Documented events and articles.	2007-2008 and beyond
Communicate effectively with parents about student achievement and progress.	Board Superintendent Administration	Documentation of parent-teacher conferences, calls, progress book.	Monthly 2007-2008 and beyond
Develop a news program with cable TV that is produced by Chillicothe High School students and aired on cable.	Cheryl Catron Students Administration	Programs documented.	Fall 2007
Improve Web site and add features and forums that encourage the public and staff to interact with the district.	Technology coordinator	A user-friendly Web site.	Summer 2007

Do

- ◆ Will this plan require additional fiscal resources? Yes No
Estimated cost: \$
- ◆ Will this plan require additional human resources? Yes No
Estimated cost: \$

Action plan – Goal 4

Strategy B: Communications

Goal

Chillicothe City School District will facilitate open and honest two-way communication that promotes a collaborative dialogue among all students, staff, residents and community stakeholders.

Key strategy

Create and implement a comprehensive communication plan

Owner

Superintendent

Study

- ◆ **What is the current condition and data that support the need for this key strategy?** According to formal and informal feedback, the public perceives the district as making decisions without obtaining input.
- ◆ **Who are the direct customers of this key strategy and how will it benefit them?** All stakeholders will benefit from improved two-way communication.
- ◆ **What resources may be needed and who else will be involved?** Financial/human resources.
- ◆ **When and how will improvements be evaluated for results?** Annual surveys and evaluation forms.

Plan

Action steps to accomplish key strategy	Owner	Desired results	Completion date
Identify project manager to organize the process, including roles and responsibilities and projected results.	Superintendent	Project manager/ expectations identified.	August 2008
Identify and invite representative stakeholders to work with project manager to draft communication plan.	Project manager Superintendent	Team identified and invited to the process.	September 2008
Team identifies target audiences (stakeholders), information needed and methods of communication.	Project team	Audiences, needs and methods identified.	December 2008
Communication Plan drafted to include details for implementation.	Project team	Draft communication plan complete.	January 2009
Draft plan presented to superintendent and board of education for feedback.	Project manager	Board, superintendent and administrators review and provide feedback.	January 2009
Draft plan revised to reflect feedback.	Project team	Draft revised.	March 2009
Communication plan implemented.	As per the plan	Ongoing implementation.	April 2009
Assess effectiveness of communication plan.	Project manager	Semiannually.	Semiannually 2009–2010

Do

- ◆ Will this plan require additional fiscal resources? Yes No
Estimated cost: \$
- ◆ Will this plan require additional human resources? Yes No
Estimated cost: \$

Action plan – Goal 5

Safe and positive learning environment

Goal

Chillicothe City School District will create a positive learning environment in which all students can achieve the best education possible and in which every individual in every building will be held accountable for positive behavior and respect.

Key strategy

Create and implement a safety task force to address safety issues and provide opportunities for school and community wide collaboration.

Owner

Superintendent

Study

- ◆ **What is the current condition and data that support the need for this key strategy?** Recent community concern about school violence. Schools do not have security systems.
- ◆ **Who are the direct customers of this key strategy and how will it benefit them?** All stakeholders will utilize a safe school environment.
- ◆ **What resources may be needed and who else will be involved?** Outside agencies, including but not limited to, police, fire, sheriff, courts, mental and public health services/personnel/money for security systems.
- ◆ **When and how will improvements be evaluated for results?** The task force will report to the board on a quarterly basis.

Plan

Action steps to accomplish key strategy	Owner	Desired results	Completion date
The board will establish a safety task force by board appointment.	Board	Safety task force identified Policy adopted.	September 2007
The board will create a safety task force policy.	Board	Safety assessment conducted in all facilities.	July 2007
Identify an outside resource to conduct building safety assessment.	Task force	A comprehensive five-year facility security plan.	January 2008
Task force makes recommendations to the individual building security plans and five-year facilities maintenance plan.	Task force	All Chillicothe City School District students, staff and visitors will be identified in buildings.	January 2008
Develop districtwide identification program.	Task force Technology coordinator	Staff training documented.	September 2008
All staff will be trained to be aware of school environment and clues to events that could deter learning or cause an unsafe environment.	Task force Professional development coordinator	Systemwide coordination and monitoring.	January 2008 Ongoing
Compare cost analysis of district security officer contracting outside firm.	Superintendent	Two school resource officers assigned.	February 2008
Identify and secure funding for school resource officers.	Task force Treasurer	Data-based decisions.	January 2010

Do

◆ Will this plan require additional fiscal resources? Yes No
 Estimated cost: \$

◆ Will this plan require additional human resources? Yes No
 Estimated cost: \$

Action plan – Goal 5

Safe and positive learning environment

Goal

Chillicothe City School District will create a positive learning environment in which all students can achieve the best education possible and in which every individual in every building will be held accountable for positive behavior and respect.

Key strategy

Using the current secondary model, expand the Positive Behavior Support Plan to include students and staff districtwide.

Owners

Assistant superintendent
Special services director

Study

- ◆ **What is the current condition and data that support the need for this key strategy?** Suspension and expulsion rates; student climate surveys.
- ◆ **Who are the direct customers of this key strategy and how will it benefit them?** All stakeholders. Entire district will benefit from positive behavior of students, staff and teachers.
- ◆ **What resources may be needed and who else will be involved?** SWISS (PBS software program) for all elementary schools; staff training costs.
- ◆ **When and how will improvements be evaluated for results?** Monthly reports compiled and analyzed.

Plan

Action steps to accomplish key strategy	Owner	Desired results	Completion date
Build PBS teams in each building and one steering team.	Principals	One PBS team in each building established.	August 2007
Train new PBS teams.	Assistant superintendent	Teams trained.	September 2007
Purchase additional SWISS licenses for each building.	IT Treasurer	SWISS software installed.	September 2007
All certified staff and administrators receive SWISS training.	Assistant Superintendent Steering team	All staff trained in SWISS software.	September 2009
All Chillicothe City School District staff will receive yearly Level I training and update on PBS.	Steering team	Annual PBS training.	2009–ongoing
Each building will receive a Level II trained PBS team.	Steering team	Advanced PBS training.	Annually
Publish a PBS newsletter linked to district Communication Plan.	Steering committee	Newsletters published and archived.	Quarterly beginning September 2009

Do

- ◆ Will this plan require additional fiscal resources? Yes No
Estimated cost: \$
- ◆ Will this plan require additional human resources? Yes No
Estimated cost: \$



For more information contact:

Kathy LaSota

Ohio School Boards Association

8050 North High Street, Suite 100

Columbus, Ohio 43235-6481

k_lasota@osba-ohio.org

