

# CVES District Planning Team Strategic Plan Update Feb. 8, 2017



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**Immediate priorities: apply significant focus, resource and attention**

- **Attract, support and retain high-quality employees.**
- **Provide consistent, respectful, timely and supportive administrative and management services.**
- **Implement the Champlain Valley Educational Services Communications Plan and Guidelines.**

**Foundational strategies: maintain current focus, resources and attention**

- **Ensure a transparent budget process in each division that maximizes the allocation of resources and supports priorities.**
- **Promote and market our programs and services both internally and externally.**
- **Publish and continuously update five-year program, equipment, technology and facilities budgets and plans.**
- **Expand and strengthen partnerships with business and industry, educational institutions, community and government agencies.**
- **Expand existing and develop new Co-Sers and shared services.**

Direct CVES professional development resources to support our core beliefs, performance targets, priorities and strategies.

9.27.16

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## CVES 2016-17 Strategic Plan Performance Measures Focus

- **District Communication** – Overall Communication; CVES Board & Individual
- **Central Administration / Management Services** – % viewing services as supportive, etc. & % of employees completing CVES Orientation
- **CV-TEC** – Total CTE Enrollment; % Eligible earning Technical Endorsement & Post-secondary enrollment in job skills training or continuing education
- **ISC** – Co-Ser Subscriptions; Clients' Satisfaction & Website Page Views
- **Special Education** – IEPs with Goals & Needs Aligned; Quality Transition Plans & TCI

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# Central Administration & Management Services

## Identification of new or expanded Co-Sers

- Cooperative transportation services
  - Utilizing prior year transportation study
  - Identified services offered in other BOCES regions
    - HFM and Madison-Oneida
    - Reviewed with CSO's



## Identified and implemented a work order software program for Technology (IT) and Operations & Maintenance (O&M)

- Feb 1 – IT (go live date)
- March 1 – O&M (go live date)

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# Central Administration & Management Services

- Frequently Asked Questions webpage
  - Summer 2017 Post to SharePoint
- New Employee Orientation
  - Assess prior year and update for Summer 2017
- Satisfaction Survey
  - Develop & Implement for May 2017

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# CV-TEC

Maintain COE accreditation and continuing eligibility.

- COE and Title IV web pages, providing links to required plans, policies, information and documentation are currently under development.

Market our programs to achieve enrollment targets.

- CTE Program Brochure (print & electronic versions).
- National CTE Month (February 2017) Activities.

Publish and continuously update five-year program, equipment, technology and facilities budgets and plans.

- Review and update of purchases made during the 15-16 school year and year-to-date is currently underway.

Provide our students multiple pathways to success that allow seamless, efficient transitions to further education or to the workplace.



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# CV-TEC

## Public Relations/Communications/Marketing

- Advertising at the local movie theatres – running at the movie.
- Continuous updates to our electronic and print media
- Enrollment numbers increasing since January
- February is CTE month
  - Feb 9<sup>th</sup> is elementary and MS teacher day. Staff is excited about that.
  - Feb 16<sup>th</sup> is CV-TEC Partnership Day

## CTE program updates

- Moving the Marine Technology program to Mineville.
- Aviation Fundamentals – give our 11<sup>th</sup> and 12<sup>th</sup> graders students the opportunity.

## STEAM

- Summer CTE program for middle school students at a week-long about various programs and awareness.



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# Instructional Services Center

The Instructional Services Center had been assisting the organization on updating the CVES website on a regular basis, along with populating our social media sites.

- Website updates – CVES continues to post new content from the divisions on the CVES website to keep it current and populate the same information to our CVES social media sites.
- CVES is monitoring our website using Google analytics to track and report website traffic.
- Transition from the CVES HUB to SharePoint as our internal CVES homepage.
- ISC is updating their customer satisfaction survey administered to all districts last year and determine if changes need to be made on the survey or if we need to revise distribution.



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# Special Education

- % IEPs written with goals and needs aligned
  - Checklist has been completed and is being used to develop all IEPs for annual reviews. Administration is using for quality control to check random IEPs for quality.
- % Transition plans written that meet a quality check list
  - Checklist has been completed and is being used to randomly check plans. All Transition plans are being reviewed by Transition specialist.
- % Staff fully trained in TCI
  - Staff continue to be fully trained and have reached 98% of staff for refresher trainings.

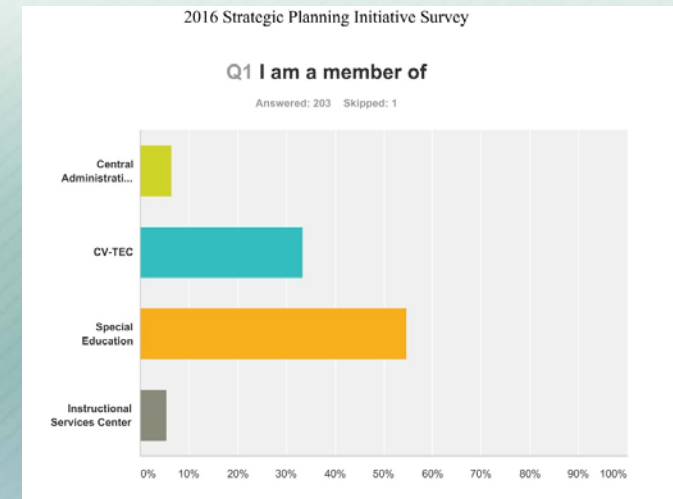


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# CVES DPT Survey

CVES District Planning team (DPT) met on Monday 1/30/17 and discussed the end of the year survey. A Plan of Action was created to address the end of the year survey. The 2017 Plan includes:

- creating a survey subcommittee to revise survey questions for the District Strategic Plan End of the Year Survey
- subcommittee revising survey questions for end of the year survey in February and March 2017
- survey being built in Survey Monkey by April 2017
- DPT committee reviewing and finalizing end of the year survey questions by April 2017
- end of the year survey being sent to employees April 2017
- analysis of end of the year survey occurring May 2017
- presentation of end of the year survey results to DPT committee, Division Directors and CVES Board May 2017



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# Strategic Plan Timeline 2016-2017

- ✓ **September 2016** – Confirm Committees, Timelines, Processes, Share Communications Plans, etc.
- ✓ **September 27 – 30, 2016:** Update 2016-17 CVES Plan w/Sean Brady & DPT
  - ✓ Sept 27 – District Planning Team (DPT) Update
  - ✓ Sept 28 – CV-TEC Update / evening - CVES Board Retreat
  - ✓ Sept 29 – Special Ed. Update
  - ✓ Sept. 30 - ISC/Central Admin & Mgt Services Update
- ✓ **October 12, 2016** – Presentation to Board/Strategic Plan Approval for 2016-2019
- ✓ **December 5, 2016** – DPT Update and Planning Meetings (3:15 p.m. – 4:15 p.m. - CAL)
- ✓ **January 30, 2017** – DPT Update and Planning Meetings (1/2-day session @ 11:30 a.m. – 3:30 p.m. - CAL)
- ✓ **February 8, 2017** – Presentation to CVES Board, Plattsburgh, NY
- **March 27, 2017** – CVES Annual Strategic Plan Survey Planning/Divisional Updates - (3:15 p.m. – 4:30 p.m. - CAL)
- **April 4-21, 2017** - CVES Annual Strategic Plan Online Survey
- **May 2, 2017** – Survey Results Review Meeting (3:15 p.m. – 4:30 p.m. - CAL)
- **May 3 - May 23, 2017** – Divisional 1/2-day session for End-of Year Wrap-up Discussions
- **May 25, 2017** - DPT End-of Year Mtg (1/2-day session @ 11:30 a.m. – 3:30 p.m. - CAL)
- **June 15, 2017** - CVES Board Strategic Plan End-of-Year Presentation & CVES Update

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Thank you for your continued support!

Questions?

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