

For 2022-23

Adopted, October 2022

HCS Board Goals



Hartland Schools Board Sub-Committee Responsibilities

Adopted 4-12-2021

This document is intended to guide the district and Board of Education toward establishing a positive learning environment for all children while providing direction to focus district efforts.

Personnel & Student Services	Finance	Curriculum & Instr.	Building & Site	DEI
Members Michelle Hemeyer: Chair Vic Bugni Kristin Coleman	Members Cindy Shaw Vic Bugni Thom Dumond	Members Chris Costa: Chair Kristin Coleman Cindy Shaw	Members Thom Dumond: Chair Meghan Glabach Michelle Hemeyer	Members Chris Costa: Chair Meghan Glabach Cindy Shaw
Members will review the practices and policies aligned with the Personnel & Student Services department in the areas of hiring practices, attracting and retaining, contracts, personnel matters (discipline/evaluation) relative policies (ie Title IX), student matters (ie expulsion), climate and culture. Members will collaborate with the superintendent and staff on the development of an applicable goal for this operational component.	Members will review financial/budget issues aligned with the Business and Operations department and make recommendations regarding the need to pursue ballot issues related to the needs of the district as identified by the Building & Site Committee. Members will collaborate with the superintendent and staff on the development of an applicable goal for this operational component.	Members will review curriculum and instruction delivery needs aligned with the Curriculum & Instruction department including reviewing the health and reproduction curriculum, academic and social emotional multi-tiered intervention systems of supports (MTSS), cultural sensitivity curriculum, and core values education. Members will collaborate with the superintendent and staff on the development of an applicable goal for this operational component.	Members will assess the building, grounds, and equipment needs of the district in alignment with the Business and Operations department and review building, renovation and technology needs. Members will collaborate with the superintendent and staff on the development of an applicable goal for this operational component.	Members will work in collaboration with the Superintendent and staff to review issues related to culture including diversity, equity and inclusion. This may include updates from the work of the Diversity, Equity, and Inclusion Team, looking at policies, programs and practices through a lens toward detecting bias within the district and establishing an applicable goal for this operational component.

Goal Process

Each sub committee will establish a chairperson and a goal for the upcoming school year, prior to the start of a new year (July / August). This information will be shared with the entire Board of Education to review and ensure that the goal aligns with the direction of the district. Committee members will meet to review issues related to established goals throughout the year with the chairperson reporting these efforts at regular board meetings, when appropriate. Each committee will review evidence of effort toward the goal in the spring and send their findings to entire BOE to review. The Superintendent will present the final findings to the public no later than June 30th.



Personnel Goal 2022-23 HCS

Establish, maintain, and promote a premier educational experience for students, a high quality work-life for employees, and positive relationships with parents and the community.

Expectations

- Timely and relevant presence on social media sites including Facebook, Twitter, Instagram and other sites to attract a diverse pool of new hire candidates
- Maintain an education and work environment that is free of all forms of harassment and discrimination
- Remain transparent while being thoughtful and deliberate regarding district decisions
- Continue building a culture that is people centered (ex. personable with strong moral principles and reflective of the tenets of Reason, Respect, and Responsibility)

Activities

- Staff satisfaction survey, 22-23
- Annual Senior Exit Survey reported by high school principal
- Complete new student surveys annually electronically (new 22-23)
- Athletic Program Surveys for all seasons reported by athletic director
- Manage social media presence (designated personnel)
- Continue to get creative in an effort to increase our advertising campaign to include a broader audience to attract a diverse pool of new hire candidates
- Highlight an Employee of the Month in Community Life
- Highlight the 2022-23 Teacher and Support Person of the Year in Community Life
- Adjust salaries and benefits where needed to attract and retain the best employees possible
- Evaluate staff annually
- Provide teacher mentorship opportunities
- Meet monthly with employee groups to optimize communication and solve problems proactively.
- Review salaries at least every other year, or when contracts are up, to ensure market rate compatibility

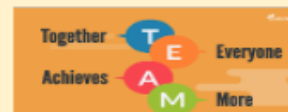
Committee Members:

Michelle Hemeyer: Chair, Vic Bugni, Kristin Coleman, Chuck Hughes, and Scott VanEpps

Assessment

- Staff Satisfaction Survey results
- Senior Exit Survey results
- Athletic Program Survey results
- Regular communication with the community through Weekly Updates and social media
- School of Choice and New Resident enrollment numbers compared with past years
- New position fill rates report annually
- Annually summarize discipline data including the number of expulsion hearings, Title IX and other harassment complaints
- New Student Survey results
 - Why Hartland?
 - How did you hear about us?

Note: The survey effort will be to get a 30% return rate and 80% satisfaction, before intervention plans are created.



Finance Goal 2022-23 HCS

To remain financially stable, in order to attract and retain quality employees, maintain facilities, technology, and equipment, enhance curriculum, and maintain an appropriate fund balance.

Strategies

- Share “budget to actual” reviews with Board of Education (October -previous year, December and March)
- Explore alternative revenue sources such as grants and rebates
- Manage employee contracts to ensure that they are fiscally responsible yet able to attract and retain the best employees possible
- Thoughtful and deliberate expenditure discussions with all programs and departments
- Optimize sinking fund and grant expenditures



Activities

- Finance Committee meetings when needed which can be called by any member
- Engage in discussions with all employee groups in the fall to ensure that all employees understand the district's financial picture
- Prepare for the annual budget audit
- Present Budget Amendments and explanations to the Finance Committee and share with the rest of the Board

Committee Members: Vic Bugni, Thom Dumond, Cindy Shaw, Chuck Hughes, and Rachel Bois

Assessment

- Final district audit presentation by Plante Moran with an expected unqualified opinion outcome
- Results of Budget to Actual reviews
- Maintain fund balance consistent with the approved budget
- End of year budget adoption



Curriculum and Instruction Goal

2022-23 HCS

Increase student growth and proficiency K-12 to ensure students are college and career ready by graduation.

Strategies

- Retain Instructional Coaches for teaching staff to learn and deliver best practice instruction and intervention with a focus on "Give to All, Gains for All".
- Offer robust multi-tiered systems of supports (MTSS) and interventions for all students to ensure that every child feels welcome, supported, and safe at school
- Provide the BOE the opportunity to engage in the curriculum revision process if changing directions
- Focus the K-12 instructional delivery model, found in the Framework for Highly Effective Teaching teacher evaluation program, on classroom intervention during the "You Do Together" component of lesson delivery



Activities

- Offer professional development opportunities to teaching staff and principals through early release Fridays, and full professional development (PD) days
- Utilize the expertise of our Instructional Coaches for one-on-one, small group and large group PD
- Develop, share, and maintain an instructional and social emotional multi-tiered system of supports to provide interventions for all students
- Maintain social emotional learning (SEL) committees in each building to ensure a quality program focusing on the 3R's, and EAGLES
- Monitor student proficiency progress through common assessment and state assessment data
- Provide staff meetings focused on PD regarding the development of mastery with the HCS Framework for Highly Effective Teaching expectations, with a focus on the "You Do Together" component

Committee Members:

Chris Costa: Chair, Kristin Coleman, Cindy Shaw, Chuck Hughes, and David Minsker



Assessment

- MSTEP Proficiency Comparison vs County/State
- MSTEP Growth Comparison vs County/State
- SAT College Readiness Data vs County/State
- PSAT College Readiness Data vs County/State
- Growth/Proficiency data compared to "like schools" cohorts via MiSchoolData
- District common assessment data
- Early Literacy/Math Benchmark Assessments (K-2)
- Graduation Rates

Building & Site

Goal 2022-23 HCS

To maintain and improve our facilities and technology access as premier learning resources for students and staff.



Strategies

- Maintain our capital improvement projects list on an annual basis
- Manage our revenue stream to ensure that priority projects are addressed on an annual basis with capital outlay or sinking fund dollars
- Pursue grants and rebates as alternative revenue sources
- Ensure that the new MS and HS custodial service provider meets our level of expectation at a reasonable cost
- Ensure adequate instructional space is available for future growth if needed.



Activities

- Analyze demographic projections to determine if there is enough classroom space for the following school year
- Provide community updates regarding sinking fund and bond projects at BOE meetings and on our website
- Complete all maintenance and technology work orders in a timely manner
- Annual Board building visits
- Efficiently utilize bond bidding to include sinking fund projects as a way to maximize sinking fund expenditures
- Evaluate facilities for proper cleaning and maintenance.
- Work to ensure efficient custodial coverage and cleaning

Committee Members:

Thom Dumond: Chair,
Meghan Glabach, Michelle Hemeyer, Chuck Hughes, Rachel Bois, and Matt Marino

Assessment

- Project completion list (general fund, bond, and sinking fund)
- Custodial status reports
- Replacement schedule update (technology, buses, vehicles, mowers, etc.)
- Work orders completed in both the technology and maintenance departments (submitted versus completed percentage)



Diversity, Equity, and Inclusion (DEI) Goal 2022-23 HCS

The Hartland Consolidated School District will foster a school/work culture that ensures a sense of belonging, safety, and support.

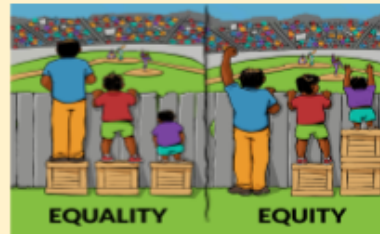
Strategies/Expectations

- Maintain a District Committee to develop recommendations for supporting and promoting an equitable, diverse and inclusive school environment
- Maintain a DEI Board Subcommittee which will support efforts in HCS
- Welcome and graduate our diverse population
- Endeavor to diversify the demographics of our staff
- Review policies, practices, and procedures to ensure processes and programs are impartial, fair, and provide equitable possible outcomes for each individual
- Hire a third-party vendor to perform a school culture and climate survey for PK-12 parents, staff, and 6-12 students to meet expectations of the DOJ agreement and to ensure students feel welcome in our district



Activities

- Continue providing student and staff training regarding harassment and bullying including the differences when it involves someone from a Protected Class
- Support a Unified Sports program
- Focus our EAGLES framework for Social Emotional Learning and acceptance of all through our Multi-Tiered Systems of Support work
- Complete the survey work noted in Strategies/Expectations
- Develop plans for moving forward based on the above survey results



Committee Members:

Chris Costa: Chair, Meghan Glabach, Cindy Shaw, Chuck Hughes, Kate Gregory, Lawrence Pumford, Dave Minsker and Scott VanEpps

Assessment

- Summary of staff professional development
- Summary of student educational activities
- Summary of school district climate survey
- Record of District and Board Committee Meetings



"We strive to be a leading district in Livingston County and the State of Michigan"