

Part 1: Priority Performance Goals

The board, in discussion with the superintendent, established the following priority performance goals for the year:

District Goal: Student Performance

Petrolia CISD will provide a high quality educational experience for all students by providing a framework of support and resources for teaching and learning that is focused on preparing all students for postsecondary success.

SP 1 - Board Priority: The District will support educational practices that ensure all PCISD graduates have skills to ensure post secondary options. The Board shall see:

- Postsecondary Readiness (*August*)
 - Encourage SAT/ACT/ASVAB (and similar) assessments.
 - Dual Credit Course Opportunities and Completion
 - Advanced Placement Opportunities and Completion
 - College Days
 - Job Shadowing Opportunities
- Vocational Readiness (*August*)
 - Vocational Certifications
 - Job Shadowing Opportunities

SP2 - Board Priority: The District will support systemic processes that teach students the importance of responsibility time management and other life skills necessary to become productive citizens. The Board shall see:

- Monthly principal reports of attendance, enrollment and discussion of campus culture.
- Principals and staff will hold students accountable for attendance through policy.

SP 3 - Board Priority: The District will set high standards from the top down. The Board shall see:

- Leadership from the Superintendent down through the staff.
- Staff held accountable for their actions that do not meet standards.
- Students held accountable for their actions.

District Goal: Personnel

Petrolia CISD will employ, support, and retain high-quality, effective administrators, faculty, and staff to support the educational goals of the district.

P1 - Board Priority: The District will provide adequate resources for teachers/staff. The Board shall see:

- District support through the implementation of research-based programs for learning.
- District support through the purchase of approved curriculum and materials.
- District support through Professional Development of staff.

P2 - Board Priority: The District will encourage positive student-teacher relationships. The Board shall see:

- The district encourages staff to attend all extra-curricular events as a support for students.
- The district promotes staff contacting parents with student compliments, not just for discipline or undesirable grades.
- Proud Pirate Program to recognize students and staff for hard work.

P3 - Board Priority: The District will explore and encourage staff growth with new instructional practices. The Board shall see:

- The district will support staff growth through on-site Professional Development with guest lectures from ESC 9 and their cooperative programs.
- The district will support staff growth through the attendance of PD Workshops throughout the school year.
- the district will support staff growth by beginning the implementation phase of High Reliability Schools to begin full implementation in the 2018-2019 School Year.

District Goal: Community and Parent Involvement

Petrolia CISD will encourage and promote school pride through active participation in all school activities by parents, community members, and alumni.

CPI 1 - Board Priority: The District will conduct and promote student and community activities that build pride in the school and mutual respect among all stakeholders. This includes tying in the Byers community. The Board shall see:

- Programs designed and publicized to promote the positive relationship between the District and the community including:
 - Scheduling events at times to maximize community involvement.
 - Veterans Day program.
 - Community Fine Arts performances
 - Senior Citizen passes to athletic events
 - Utilizing facilities at Byers for extra-curricular events as allowed.

CPI 2 - Board Priority: The District will increase district communication to the public through multiple avenues. The Board shall see:

- PCISD Social Media for greater stakeholder communication.
- Identify activities/opportunities available to students.
- Identify ways to inform parents and students of the available activities and promote positive student results.

District Goal: Learning Environment

Petrolia CISD will provide a safe, disciplined, and positive educational environment that facilitates a culture of success.

LE 1 - Board Priority: The District will focus on strong discipline that is implemented consistently by all staff members. The Board shall see (*May*):

- Review campus discipline recording procedures.
- Evaluate campus discipline data and design improvement plans accordingly.
- Review, revise, and consolidate where possible extracurricular handbooks.

LE 2 - Board Priority: The District will promote pride for the #PirateNation and it's facilities. The Board shall see:

- Holding students responsible for their actions that desecrate or destroy facilities/grounds.
- Talk with and teach students about their responsibility in caring for facilities/grounds
- Ensure district facilities repaired and a preventative maintenance program be put in place.

District Goal: District Finances

Petrolia CISD will leverage and manage resources to provide a high quality educational experience for all students while exercising fiscal efficiency.

DF 1 - Board Priority: The District will ensure that facilities are utilized to their maximum potential as well as investigate new facility opportunities. The Board shall see (*May*):

- A facilities study of the current district grounds.
- A facilities study of the Byers campus
- Maintenance/custodial records and personnel training for efficiency

DF 2 - Board Priority: The District will adopt a balanced budget to work towards a positive fund balance. The Board shall see:

- Staff levels (in proportion to student population) for each campus.
- Various methods to minimize District expenses.

DF 3 - Board Priority: The District will progress towards six months of general operating expenses in fund balance.

Part 2: Assessment of Ongoing Responsibilities

Educational Leadership

The superintendent provides leadership and direction for an educational system that is based on desired student achievement.

EL 1 - Instructional Management: The superintendent manages an assessment and improvement system for student learning in the major academic subjects that results in the ongoing improvement in student achievement. The board shall see:

- Information on how the district determines deficiencies or areas for improvement in instruction and curriculum.
- An annual report of instructional areas needing attention, as revealed by the system.
- Annual reports of remediation and instructional improvement efforts implemented, cost, progress, and results as they become available.
- A trend of ongoing improvement as reflected in longitudinal data on student scores.

EL 2 - Student Services Management: The superintendent oversees a program of student services, tied to defined goals and objectives. The board shall see:

- Annual goals, targets, or benchmarks and rationale behind them, for counseling services, health and safety programs, extracurricular programs, and students' discipline.
- Semi-annual monitoring reports for student services programs, related to goals and targets.

EL 3 - Staff Development and Professional Growth: The superintendent oversees a program of staff development designed to improve district performance. The board shall see (*June*):

- An annual summary of the staff development plan, including goals for the program tied to district assessment data and staff appraisal data, and administration-defined measures for assessing program success.
- An annual report on the success of the staff development program as demonstrated by administration-defined measures.

District Management

The superintendent demonstrates effective planning and management of the district administration, finances, operations, and personnel.

DM 1 - Facilities and Operations Management: The superintendent maintains a management system designed to produce ongoing efficiencies in major district operations, including transportation, food services, and building maintenance and operations. The board shall see (*January*):

- Annual goals, targets, or benchmarks and the monitoring process, to be used by administration to assess efficiency in the targeted areas.
- An annual report on success in terms of the goals, including longitudinal data.
- A general trend toward improvement in each area, as defined by the goals, targets, and benchmarks used.

DM 2 - Fiscal Management: The superintendent manages a budget development, implementation, and monitoring process that reflects sound business and fiscal practices and that supports district goals. The board shall see:

- Budget assumptions and priorities, prior to development of the budget.
- Contingency plans for addressing any anticipated changes in district circumstances that could affect district finances in future years.
- Recommended budget in line with established assumptions and district priorities.
- Monthly financial reports showing implementation compared to adopted budget.
- End of year results that are generally consistent with adopted budget.
- Administrative procedures instituted to reduce the risk of fraud.

DM 3 - Human Resources Management: The superintendent oversees a comprehensive human resources program (recruitment, retention, staffing organization, compensation and benefits, staff recognition and support), tied to defined goals and targets developed by administration for board review. The board shall see (*March*):

- An annual list of goals, targets, or benchmarks for human resource services, related to one or more of the major functions listed above.
- An annual report of district success toward meeting the year's goals, targets, or benchmarks.

Board and Community Relations

The superintendent maintains a positive and productive working relationship with the board of trustees and the community.

BCR 1 - Board Relations: The superintendent maintains a positive and productive working relationship with the board of trustees. The board shall see:

- Evidence that during the prior evaluation year the board was kept informed of significant issues as they arose.
- Evidence that during the prior evaluation year the superintendent responded in a timely and complete manner to board requests for information that were consistent with board policy and established procedures.
- Recommendations and appropriate supporting materials on matters for board decision.
- Evidence that the superintendent's actions appropriately supported board policy and decisions with the staff and community.

BCR 2 - Community Relations: The superintendent maintains a positive and productive working relationship with the community. The board shall see:

- Information detailing the district's internal and external communication strategies.
- Evidence of methods for community and business involvement in schools. Evidence of methods or programs to encourage community and business participation in and with the school district.