

**GLENBROOK HIGH SCHOOLS**  
**Office of the Superintendent**  
**Glenview - Northbrook, Illinois**

To: Board of Education

From: Mike Riggle

Re: District Initiatives 2012-2013

Date: August 22, 2012

Following our discussion on August 13, I made some further revisions to the proposed district initiatives. The following is a brief synopsis of the changes.

1. The "Employee Relations" section has been eliminated. We will continue to collect staff data for the Dashboard Reports, which was revised and expanded last year. Since we have basic survey results for staff from Workplace Dynamics, I feel it is best to avoid any further surveys until after the negotiations process has concluded. I will continue to pursue an alternative for determining administrative compensation in an appropriate manner. I do not feel that it needs to be a district initiative.
2. The "Curriculum-Related" section has been renamed "Curriculum and Instruction" to provide a better focus for the work to be completed and to make it easier to categorize the proposed initiatives in general.
3. The categories of "Environmental" and "Finance" have been combined under the new category of "Business."
4. The "Organizational Planning" category has been changed to "Human Resources." There are also some small revisions to the language of the initiatives.
5. "PR Communications" is now "PR and Communications" to indicate that there is a difference. Not all communications is PR. The idea of highlighting the community service efforts of the students will be incorporated within the branding campaign. It has already been highlighted on the school websites, but we will work to incorporate the message and ongoing recognition into the district brand.

Please note that by reorganizing and renaming some of the categories, they now align more closely to the major areas of responsibility for the assistant superintendents and directors in the District Office. Student wellness speaks more clearly to the buildings working in conjunction with the District Office.

**District Initiatives 2012-2013**

**Business**

8/21/12

<b>Goals/Outcome</b>	<b>Initiative(s)</b>	<b>Task</b>	<b>Start Date</b>	<b>Project Completion</b>	<b>Administrative Team Members Responsible</b>	<b>Status</b>
Reduce overall energy consumption.	Develop an implementation plan to address recommendations from the retro-commission studies conducted at each school.		8/1/12	7/31/13	Dr. Riggle, Mr. Wegley, Mr. Pryma, Dr. Ptak, Mr. Freund, Mr. Finan	
Reduce paper use, print volume and mailings.	Develop and implement a replacement plan for copiers and printers.		11/1/12	7/31/13	Dr. Riggle, Mr. Wegley, Mr. Pryma, Dr. Ptak, Mr. Freund, Mr. Finan	
Reduce ongoing district expenditures.	Develop a reduction plan for FY 2014.				Dr. Riggle, Ms. Siena, Dr. Caliendo, Dr. Ptak, Ms. Tarver, Mr. Wegley, Mr. Pryma, Mr. Freund, Mr. Finan	

**District Initiatives 2012-2013**  
**Curriculum and Instruction**

8/21/12

<b>Goals/Outcome</b>	<b>Initiative(s)</b>	<b>Task</b>	<b>Start Date</b>	<b>Project Completion</b>	<b>Administrative Team Members Responsible</b>	<b>Status</b>
Raise the level of student engagement.	1. Collect measures of student engagement through classroom observations.		10/1/12		Dr. Williamson, Ms. Frandson, Mr. Muir	
	2. Analyze results from 2012 HSSSE survey to identify general trends.		9/1/12	12/1/12	Dr. Williamson, Ms. Frandson, Mr. Muir	
	3. Survey teaching staff on student engagement.		9/1/12	4/1/13	Dr. Williamson, Ms. Frandson, Mr. Muir	
	4. Conduct a study of homework.		9/1/12	6/1/13	Dr. Williamson, Ms. Frandson, Mr. Muir	
	5. Conduct a pilot study of electronic learning.		6/13/12	2/1/13	Dr. Williamson, Ms. Frandson, Mr. Muir, Mr. Jakes, Mr. Bretag	

**District Initiatives 2012-2013**

**Human Resources**

8/21/12

<b>Goals/Outcome</b>	<b>Initiative(s)</b>	<b>Task</b>	<b>Start Date</b>	<b>Project Completion</b>	<b>Administrative Team Members Responsible</b>	<b>Status</b>
Evaluate administrators as required by PERA and Senate Bill 7.	1. Certify designated staff to evaluate administrators according to ISBE guidelines.		6/1/12	12/1/12	Administrators identified for training and registered in ECS System (14).	
	2. Implement the new administrator evaluation system.		8/1/12	2/1/13	Dr. Williamson, Dr. Caliendo, Dr. Wegley, Mr. Pryma, Dr. Riggle	
Evaluate teachers as required by PERA and Senate Bill 7.	1. Certify all teacher evaluators as required by ISBE guidelines		6/1/12	1/1/13	Dr. Caliendo, Dr. Williamson, Mr. Pryma, Mr. Wegley	
	2. Implement a revised teacher evaluation system as required by ISBE guidelines.		9/1/12	5/1/13	Dr. Caliendo, Dr. Williamson, Mr. Pryma, Mr. Wegley	

**District Initiatives 2012-2013**  
**PR and Communications**

8/21/12

<b>Goals/Outcome</b>	<b>Initiative(s)</b>	<b>Task</b>	<b>Start Date</b>	<b>Project Completion</b>	<b>Administrative Team Members Responsible</b>	<b>Status</b>
Increase awareness of the district.	1. Implement new district and school websites.		8/1/12	12/1/12	Dr. Riggle, Ms. Geddeis, Ms. Giorgas, Mr. Thimm, Mr. Bretag	
	2. Implement a district branding campaign.		9/1/12	6/1/13	Ms. Geddeis, ATM	
	3. Increase taxpayer exposure to official district message.		8/1/2012	1/1/13		
Improve internal communications.	1. Implement revised crisis communications procedures.		8/1/12	2/1/13	Ms. Geddeis, Dr. Wegley, Mr. Pryma, Dr. Riggle	
	2. Provide staff training in various areas (i.e., media, website, publicity).		8/1/12	6/1/13	Ms. Geddeis, Mr. Bretag, Mr. Jakes	

District Initiatives 2012-2013

8/21/12

Student Wellness

<b>Goals/Outcome</b>	<b>Initiative(s)</b>	<b>Task</b>	<b>Start Date</b>	<b>Project Completion</b>	<b>Administrative Team Members Responsible</b>	<b>Status</b>
Improve Student Wellness	Develop a comprehensive plan to promote student wellness.		9/1/2012	6/1/2013	Dr. Riggle, Dr. Williamson, Dr. Wegley, Mr. Pryma, Mr. Etherton, Dr. Cummings, Mrs. Geddeis	

**District Initiatives 2012-2013**

7/10/12

**Technology**

<b>Goals/Outcome</b>	<b>Initiative(s)</b>	<b>Task</b>	<b>Start Date</b>	<b>Project Completion</b>	<b>Administrative Team Members Responsible</b>	<b>Status</b>
1. Ensure the successful operation of technology systems during disaster and crisis situations.	Implement Phases I & II of the district disaster recovery plan.		7/1/12	6/30/13	Mr. Thimm, Technology Committee	