

Montgomery County Schools
Department Improvement Plan
A Continuous Improvement Strategic Plan

Use the mouse to move from field to field.

Department Name: Human Resources	School Year: 2013-14	Quarter: First Quarter	Date: August 30,2013
Current NCLB Status: N/A		Current ABC Status: N/A	

Plan	Overall SMART Goal: Your overall goal will reflect a two to three year long-range goal
	<i>By 2014, the percentage of teachers retained will exceed 2% of the overall state average.</i>
	Target SMART Goal/Measure: (Selection of a district wide goal must be based upon operational need and must be supported by data. State clearly how operational goal will impact strategic performance)
	<i>By 2013, we would like our teacher turnover ratios to be equal with state average.</i>

Study	Insert (or attach) data table to support the selection of the above stated the overall SMART Goal and Target SMART Goal	
	Data from the last 4 years indicate that:	
	2008-09 State- 12.5% / Montgomery- 14.6%	2011-12 State- 11% / Montgomery- 11%
	2009-10 State- 12% / Montgomery- 12%	2012-13 State- n/a / Montgomery- 17%
	2010-11 State- 11.7% /Montgomery- 13%	

		Quarter 1	Quarter 2	Quarter 3	Quarter 4	Summer
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Study	Data analysis: (SWOT) analysis	<p>Quarter 1</p> <ol style="list-style-type: none"> 1. What does the data tell us? <i>2012-13 data does not appear to meet standards.</i> 2. Not tell us? <i>Do not have state/regional data</i> 3. Celebration(s)? 4. OFIs? <i>Full-time BT support, Celebrations, Funding of full-time mentors, partnership Quality Teacher and Learning Center, increased financial incentives.</i> 	<p>Quarter 2</p> <ol style="list-style-type: none"> 1. What does the data tell us? 2. Not tell us? 3. Celebration(s)? 4. OFIs? 	<p>Quarter 3</p> <ol style="list-style-type: none"> 1. What does the data tell us? 2. Not tell us? 3. Celebration(s)? 4. OFIs? 	<p>Quarter 4</p> <ol style="list-style-type: none"> 1. What does the data tell us? 2. Not tell us? 3. Celebration(s)? 4. OFIs? 	<p>Summer</p> <ol style="list-style-type: none"> 1. What does the data tell us? 2. Not tell us? 3. Celebration(s)? 4. OFIs?
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Plan	Identify Key Strategy	Quarter 1 5. Next step? <i>We have partnered with QTL to provide staff development to all first year teachers. We will continue to fund "Lead Mentors". Deidra Steed and Delbra Mabe(partnership with UNC-P) will continue to work with new teachers.</i>	Quarter 2 5. Next step? (revise to address Identified OFIs)	Quarter 3 5. Next step? (revise to address Identified OFIs)	Quarter 4 5. Next step? (revise to address Identified OFIs)	Summer 5. Next step? (revise to address Identified OFIs)
Plan	Person(s) Responsible for ensuring the strategy is deployed	Kevin Lancaster				
Plan	Resources Available (include \$ encumbered and name of budget)	Quarter 1 N/A	Quarter 2	Quarter 3	Quarter 4	Summer
Plan	Resources Needed	N/a/limited funds				
Plan	Professional Development (Indicate title, content and audience)	Monthly meetings with lead mentors and IF's. QTL partnership.				
Plan	Parent and Community (Stakeholder) Involvement	N/A				

Do	Create the deployment plan	Use the Quarter 1 deployment plan template below	Use the Quarter 2 deployment plan template below	Use the Quarter 3 deployment plan template below	Use the Quarter 4 deployment plan template below	
Study	Evaluation: 1. What data will you use to determine if the strategy was deployed? 2. What data will you use to determine if the strategy was deployed with fidelity? 3. What data will you use to determine if the strategy impacted the overall goal or target goal?	Quarter 1 <i>Mentor logs.</i> <i>Retention rates broken down to determine true stats based on reasons the teachers left.</i> <i>Final personnel rosters.</i>	Quarter 2	Quarter 3	Quarter 4	Summer
Study	State the results for the current quarter	Quarter 1 1. What does the data tell us? 2. Not tell us? 3. Celebration(s)? N/A	Quarter 2 1. What does the data tell us? 2. Not tell us? 3. Celebration(s)?	Quarter 3 1. What does the data tell us? 2. Not tell us? 3. Celebration(s)?	Quarter 4 1. What does the data tell us? 2. Not tell us? 3. Celebration(s)?	Summer 1. What does the data tell us? 2. Not tell us? 3. Celebration(s)?
Act/Plan	If target met, adjust target goal. If not, continue to quarter to answer remaining questions.	Quarter 1 <i>Will adjust goal based on final state teacher turnover rates for 2012-13 school year</i>	Quarter 2	Quarter 3	Quarter 4	Summer

Steps (Provide detailed steps)	Quarter 1 Deployment Plan	Person(s) Responsible	Measure(s)	Action Step Completion Date
#1	Identify positive strategies to support new teachers/find incentives to support non-paid mentors	Lancaster	Meeting minutes/Classroom observations/Teacher turnover	ongoing
#2	Provide orientation at the beginning of the year at CO and school level/QTL partnership	Lancaster	Same	ongoing
#3	Schedule meetings with Lead Mentors and all "BT" teachers	Lancaster	Same	ongoing
#4	Put plan in place to support all lateral entry teachers/use Title II funds as needed to support new teachers who are struggling	Lancaster	Same	ongoing
#5	Provide more social opportunities for all BT's. Research community discount program for new teachers.	Lancaster	Same	ongoing

Steps (Provide detailed steps)	Quarter 2 Deployment Plan	Person(s) Responsible	Measure(s)	Action Step Completion Date
#1				
#2				
#3				
#4				
#5				

Steps (Provide detailed steps)	Quarter 3 Deployment Plan	Person(s) Responsible	Measure(s)	Action Step Completion Date
#1				
#2				
#3				
#4				
#5				

Steps (Provide detailed steps)	Quarter 4 Deployment Plan	Person(s) Responsible	Measure(s)	Action Step Completion Date
#1				
#2				
#3				
#4				
#5				
#6				
#7				
#8				
#9				