

February 12, 2018

Dear XXXXX,

This past fall the Board of Education began a Strategic Planning Process involving the community, staff, students, and parents in USD 248 Girard Schools. As a continuing piece of the Strategic Planning Process for the district I'd like to ask you to serve on a sub-committee to address one of the goals in the Strategic Plan. Your commitment will be to attend and actively participate in developing a recommendation for the following goal. This typically takes 3-5 meetings of approximately two hours.

The charge for the student achievement Sub-Committee is to identify actions to address Goal 1 from the Strategic Plan using this chart as a guide for committee work.			
<b>GOAL 1: Commit to high expectations for teaching and student achievement in academics, throughout all grade levels and school programs.</b>			
Action	Resources	Person(s) Responsible	Time Frame
1. Identify what determines excellence in the four areas listed. Identify measurable data (State Assessment, ACT, Graduation Rates, Participation numbers).		Committee	February 2018
2.0 Compare USD 248 to surrounding schools. Develop a strengths and weaknesses assessment. Investigate best practice for each area.		One – two individuals from committee	February-March 2018
3.0 Determine what is a reasonable and attainable goal for each of the four areas.		One – two individuals from committee	February-March 2018
4.0 Identify a time-line. How often/when will data be gathered?		One – two individuals from committee	February-March 2018
5.0 Final report completed and submitted to Steering Committee.		Committee	May 1, 2018

<b>Area</b>	<b>What research says</b>	<b>What local districts are doing</b>	<b>What USD 248 does</b>	<b>Recommendations for improvement</b>
Personnel				
Purchasing				
Sustainability				