

# Jamesville-DeWitt School District

## Superintendent of Schools

### Transition Plan

Dr. Peter C. Smith

January 2019

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## Transition Plan

I am thrilled and honored to begin my role as Superintendent of Schools. In preparation for the next chapter at Jamesville-DeWitt, I have developed a plan for my entry that outlines key activities that I will undertake in order to learn and focus our work. This plan is grounded in the belief that a critical task for me is to learn from students, families, community and staff so that my decision making will be informed by a deep and broad understanding of diverse perspectives as well as my past experience. Through a series of one-on-one conversations, focus group discussions and forums, I hope to learn about the successes, challenges and opportunities in the school district from a variety of perspectives.

## Purpose:

The purpose of this entry plan is to identify the activities that will help me prepare to begin my work as Superintendent. This entry plan is designed to organize the necessary work to plan for the next three to five years. Much of this plan is focused on the need to listen to various stakeholder groups to identify areas of focus for the short-term and long-term while confirming support for the faculty, staff, and other non-instructional personnel.

## Goals:

- Build collaborative and trusting relationships with staff, students, parents, and the community.
- Create an environment where everyone feels comfortable and motivated to contribute.
- Structure listening sessions to connect with stakeholders and to gain a clear understanding of the strengths and opportunities for growth at J-D.
- Summarize the information provided by stakeholder groups.
- Strengthen and build upon structures and practices that have led to successes.
- Once needs are ascertained, develop a plan to specifically address deficits by prioritizing and focusing the work in the immediate, short-term, and long-term.

## Timetable:

- Phase One: January 2019-June 2019
- Phase Two: June 2019-August 2019
- Phase Three: September 2019-June 2020
- Phase Four: July 2020+



## This work is guided by my beliefs that the Jamesville-DeWitt School District:

- Is already doing very valuable and quality work that should be fostered and developed,
- Is committed to learning and continuous improvement,
- Has the resources available or is able to acquire the resources necessary to meet the needs of every student,
- Is staffed by knowledgeable and professional individuals who are committed to the success of every student,
- Is supported by the community.

## Phase One: January 2019-June 2019

- Immediate work to be accomplished by the Superintendent during the winter/spring 2019
  - On board two critical positions, the Assistant Superintendent for Educational Services and the Principal of Jamesville Elementary School
  - Develop a financially responsible budget for the 2019-2020 school year
  - Work to address issues of diversity, equity, and inclusion through the introduction of the Perception Institute
- Long-term planning
  - Conversations with stakeholders
    - Meet with J-D School Board members
    - Meet with administrative staff individually and as a group
    - Meet with faculty and staff at the building level, in departments, and grade levels
    - Meet with parents using Parent-Teacher Groups, forums, and possibly online
    - Meet with students through student government and student-led activities
  - Questions for stakeholders
    - What do you think are the greatest successes that the Jamesville-DeWitt School District has achieved? What are the core strengths of our school system?
    - What do you think are the most significant challenges in Jamesville-DeWitt Schools?
    - What do you see as one or two key issues in your position/role? In the school district?
    - What are some areas you would not like to see changed?
    - What would you like to know about me?
    - How can I help the team today to be ready for the future?

## Phase Two: June 2019-September 2019

- Immediate work to be accomplished
  - Analyze data from stakeholder conversations while simultaneously checking with others for understanding and making sense of patterns of data. Patterns, themes and trends will be used to inform District goals for 2019-2020.

## Phase Three: September 2019-June 2020

- Long-term planning
  - During this phase, the District will craft a new, five-year District Strategic Plan. The District's Steering Committee will use information gathered and analyzed during the first two phases, as well as other information, to create a plan that will shape the District's work for the next five years.

## Phase Four: June 2020+

- The development of the District Strategic Plan in phase three will produce well-informed objectives that focus work district-wide. From these objectives action plans will be generated that structure work and identify means of measurement toward progress including the solicitation of ongoing feedback from stakeholder groups.

