

### **MTSD District Strategic Vision**

Action Plans: Year 1-2

Action Team for Finance & Facilities

Chairperson: Scott Feder

**Goal: Develop a plan or process to utilize technology to increase district efficiencies, communications and to reduce costs when appropriate, as well as maintain, secure, and enhance expanding instructional and business needs.**

**Assessments/Accountability:** As many of these actions are quite different one common theme that can be measured is the level of efficiency we achieve in multiple areas. For example, achievement of going paperless has to be more than just whether we have achieved the paperless level, but also must include the impact that has on our communication to our community as well as cost savings. The goal regarding an accessible website with searchable tool will be achieved not only when we have that in place, but its usage and feedback from end users. Each must be considered in full and not be looked at as a onetime and done assessment. Assessment in these categories must be ongoing with a built in mechanism for assessment over time.

Strategies/Action Steps	Responsibilities	Resources (Including budget impact, if any)	Timeline
<ul style="list-style-type: none"><li>• Work towards becoming a paperless district.<ul style="list-style-type: none"><li>○ Search for a paperless “iBackpack” or other similar type off on-line environment for disseminating information.</li><li>○ Preview or pilot multiple “backpack” options and have a team make a recommendation on best option. Teams to include parents, students and staff</li></ul></li><li>• Make the website searchable, accessible, ease of use for parents.<ul style="list-style-type: none"><li>○ Identify all district reporting/information in all departments. How can we make it easily accessible?</li><li>○ Create access for all of the district information with a user friendly site tool.</li></ul></li><li>• Develop a system to that utilizes out of district workshops to maximize the benefit of all staff through the process of turnkey training (when</li></ul>	<p>All Administration</p> <p>All administration with Dave Tuccillo as lead</p> <p>All administration with Dave Tuccillo as lead</p> <p>Dave Tuccillo</p> <p>Front office Staff &amp; David Tuccillo</p> <p>Scott, Bernie, Dir. Of C&amp;I, Director of S.E., Supervisor</p>	<p>Unknown at this time, but may be a cost associated with an online “backpack” type system – Will update when able</p> <p>No cost for this stage</p> <p>No cost at this stage</p> <p>Any cost associated with creating this upgrade (Est. \$3,000)</p> <p>Each will be associated with own cost</p>	<p>Paperless by September 1, 2015</p> <p>Selection of preview products made by December 1, 2014</p> <p>Pilots complete with recommendation by May 1, 2015</p> <p>December 2014</p> <p>December 2014</p>

<p>both cost effective and of equal or great value to the district) vs. hiring outside consultants</p> <p>Strategies/Action Steps</p> <ul style="list-style-type: none"> <li>○ Keep a visual record tied into what workshops staff have attended.</li> <li>○ Backwards design - Identify that these workshops fit into the goals.</li> <li>○ Build internal leadership.</li> <li>● Explore ways to minimize the need of outside contractors. <ul style="list-style-type: none"> <li>○ Identify trade specialists for in-house use.</li> </ul> </li> <li>● Continue to explore energy savings.</li> <li>● For all appropriate actions, develop a correlating parent program for education on the how and the why we are opting to make any of the stated changes as well as how this impacts them and how they can utilize the systems to their advantage.</li> <li>● For all appropriate actions identify and enlist the expertise of community members, business and educational institutes in identifying the best solutions to the above. Whether this is in a supportive, educational or actual “doing” role, their involvement is key.</li> </ul>	<p>of B&amp;G, Supervisor of Technology</p> <p>Bernie and Mike Coolidge</p> <p>Bernie and Mike Coolidge</p> <p>Scott and Admin</p> <p>Scott and Admin</p>	<p>structures (Including budget impact, if any)</p>	<p>Timeline</p> <p>On-going</p> <p>On-going</p>
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<b>Implications for Professional Development:</b> Professional development associated with any and all changes would need to be specific to the staff as well as explicitly developed for our community members. Costs associated with this will be dependent on who is providing the PD and when. The importance of the PD is vital as doing this level of change without the proper PD would only frustrate those we are interesting in supporting.			
<b>Implications for Stakeholders:</b> Cost savings relays directly to tax impact, ease of use and identifying how the district supports their children only increases a positive feel.			