

30-60-90 Day

Entry Plan

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Washoe County School District

2021-2022

## INTRODUCTION

Who I am as an instructional leader has always relied heavily on the relationships I have been able to build with the members of my "team," the amount of information I've been able to gather about the school and community and spending time researching the data around student achievement about a specific community of learners. Immersing myself fully in a new school setting is essential to my success as a leader because I believe strongly in school culture. If I'm giving the opportunity to lead Jesse Hall Elementary School I would spend much of my early weeks learning about that school's history, traditions and the unique community that surrounds it. Questions that I will seek out the answers to include:

- What are the unique characteristics of Jesse Hall Elementary School and how can I enhance the relationship with all of its stakeholders?
- Who are the teachers, staff members, students and parents who make up this community of learners? I will meet with each of these key stakeholders to begin building professional relationships.
- What are our collective hopes, dreams, and aspirations for Jesse Hall's future?
- How do we cultivate a culture of learning that celebrates growth and shared decision making at Jesse Hall Elementary School?
- How are we using Social Emotional Learning and data to support our students?
- Does the staff of Jesse Hall Elementary School share a growth mindset and how "Gritty" are they?
- Additionally, my exploration will also facilitate conversations to build opportunities that will engage the community in what is happening at that school daily. My hope is that these stakeholder partnerships will elevate Jesse Hall Elementary School to a new level of academic achievement and excellence. I am eager to begin building the next successful steps in a culture of learning at Jesse Hall Elementary School. This entry plan is intended to be my guide in that process.

## Top Ten CORE Beliefs

- Everyone has value and should be treated with respect. Students need to share in conversations at the school surrounding Self-Management, Self-Awareness, Responsible Decision Making, Relationship Skills and how to navigate their Social Awareness in a very challenging and unprecedented time to be in elementary school.
- Every child deserves a great teacher that will engage them in learning. Each teacher should exhibit the kind of passion that they believe that their grade level or subject area is the most important subject a student should learn in school.
- Providing students, the rigor necessary to become "productive citizens" by taking a personalized approach to their learning and preparing them for middle school.
- Every parent deserves to have their child leave school each day with greater opportunities than they had the day before.
- Every student, staff member and parent always deserve to be treated with dignity.
- Everyone wants to feel a sense of success and accomplishment so that they can grow as professional educators or generate enough confidence to overcome life's hurdles.
- Creating a "shared vision" for the future of Jesse Hall Elementary School will empower others and increase the chances this vision will be sustained and effectively improve the school.
- Listen empathetically and respectfully to all students, parents, staff members and people from the community every day.
- What's best for students always comes first and foremost. Use "Student Voice" and family engagement opportunities to help guide Jesse Hall's performance plan goals.
- All available resources will be utilized to ensure we are closing achievement gaps, focusing on essential standards, targeting learning loss that was created due to the pandemic year, advocating for underrepresented populations at Jesse Hall Elementary School and providing meaningful lessons (tied to Common Core or Nevada Academic Content Standards) to our students daily.

## **Timetable**

The entry plan has three phases:

- Phase 1: First 30 days of the 2021-2022 school year
- Phase 2: First 60 days of the 2021-2022 school year
- Phase 3: First 90 of the 2021-2022 school year

## **Core Components**

I will actively engage with teachers, staff and students in purposeful ways. The following activities will occur to achieve this end to ensure communication and expectations are clear.

1. Meetings with all Jesse Hall Elementary School stakeholders
2. Teacher-Leader meetings
3. Professional Learning Communities (PLCs) and professional development opportunities
4. Parent meetings
5. Staff Meetings
6. Daily contact with students
7. Data analysis of student performance and walk-through data of teacher effectiveness
8. Effective communication to the public and business partners through website communication, meetings, marketing and recruitment plan, and e-mail/phone conversations.
9. Getting to know the personal + professional history of each teacher and staff member.
10. Use of WCSD personnel such as learning specialists, MTSS/SEL trainers, Equity and Diversity Trainers, Activities and Athletics, Family School Partnerships, Health Services, Re-Engagement Specialists and learning strategists to provide support to Jesse Hall Elementary School.

## **Structure/GOALS**

### **Phase 1: First 30 Days of the 2021-2022 school year**

1. Familiarize myself with site mission and vision and school's performance plan.
2. Review School Profile (SPP) and Student Monitoring Tool Data.

3. Gain deep understanding of former principal's vision, mission and core beliefs.
4. Become acquainted with school operations with Jesse Hall, schedules, Multi-Tiered Systems of Support (MTSS), leadership model, APP process, committees, Review AdvancEd Accreditation plan, communication system, safety procedures, and professional development plan.
5. Ensure staffing is appropriate (identify late hiring needs) to open school successfully on August 9, 2021.
6. Ensure safety procedures and PPE precautions are in place and ready to go for the first day of school.

### **Phase 2: First 60 Days of the 2021-2022 school year**

1. Build a foundation for school improvement by establishing relationships with the staff members of Jesse Hall Elementary School to establish trust with all of the people involved in running the school.
2. Become familiar with the unique strengths of the school and community.
3. Communicate my passion for equity and closing achievement gaps with some of the school's sub-populations and assess how open and educated we are in dealing with issues of race and equity within our school.
4. Be visible and approachable to students on a daily basis.
5. Seek parent and community input on culture and climate of school.
6. Attend site meetings.
7. Make sure that all staff are comfortable with WCSD's evaluation Professional Growth System.
  - a. Also make sure all staff are familiar with "Response to Recovery" or WCSD's Strategic Plan for the next biennium.
8. Attend Community and/or Parent Organization meetings.

### **Phase 3: First 90 Days of the 2021-2022 school year**

1. Ensure weekly contact with Professional Learning Communities
2. Coordinate and give my staff useful and meaningful professional development opportunities.
3. Continue with Jesse Hall Elementary School's leadership team meetings
4. Continue meeting and planning with department leaders.
5. Continue parent and community engagement meetings. Establish an opportunity for parents to interact and engage with the schools in ways that were not done before. Enhance and embrace the use of social media in communicating with our parents and create an opportunity for parents to participate in a parent leadership academy.
6. Continue daily Walk-Throughs and provide targeted feedback immediately after.
7. Begin pre-evaluation meetings and conduct formal observations gathering evidence in the process.
8. Survey staff for informal feedback and make adjustments to this plan as necessary.

### **Summary**

As an Executive Director sitting on our superintendent's leadership team, principal, assistant principal, dean of students, teacher, coach, implementation specialist, and college and career coordinator I have worked with nine different principals and dozens of directors' area superintendents and chiefs in twenty-six years in Washoe County School District. I am acutely aware of the importance of a good first impression. I'm aware that every member of the Jesse Hall Elementary School community will be curious about their new principal and some might feel that their personal success is in some way dependent on the ability of their new leader to inspire and lead. Like it or not, teachers and staff will judge a new principal within the first few weeks of a new school year and a solid entry plan can be the difference between building confidence and spreading skepticism. A clear, concrete, and intentional plan to shape these first impressions, can assure that the change in leadership is a catalyst for excitement, change and improvement. Additionally, teachers enter each new school year excited and energized. A clear,

thoughtful plan of action will capitalize on their enthusiasm and take advantage of the unique opportunity for collective change available to a new principal. In the absence of a concrete plan for the beginning of the school year, the prime opportunity to communicate passion, values, and beliefs might be lost. I believe that a principal's ability to move the staff and student body in a positive direction is greatly diminished if this opportunity to inspire confidence and action is missed. I will get a second chance for many things as a principal, but I will only have one chance to make a first impression.

Lastly, I have found that the process of developing this plan has informed me of the extreme complexity and detail of the job as the principal of Jesse Hall Elementary School. I found myself planning, editing, and planning some more, as I tried to narrow down a reasonable and manageable set of concrete goals for my first 90 days as the principal of this “culturally rich” and very exciting elementary school. As I started this plan, I thought that I could find straightforward goals that would be reasonably cut and dry to implement. Soon, I realized how each decision I made meant a different goal or objective needed to be shifted or transformed. The vast number of variables at play is simultaneously exciting and daunting, and reinforced the importance of knowing who I am and what I stand for as a school leader. I realized that the key to managing the complexity of this position was to prepare well and maintain a strong focus on my core values and beliefs. I am sure that as I progress in my administrative career as the new principal of Jesse Hall Elementary School this plan will change, but the importance of having a clear plan of action and a clear understanding of what is morally true to me will only be reinforced.