FPS Operational Plan
2019-20

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Prepared: August 2019
SUMMARY
Each year the FPS administrative team creates an operational plan, which sets forth the tasks, projects and goals of the year. The items within the plan are filtered to assure that they contribute to fulfillment of the District’s Strategic Plan and are built around the overall FPS mission statement.

The FPS Strategic Plan has defined seven strategic initiatives. The operational plan tasks are written under the corresponding standard with a notation indicating to which indicator the task is tied, along with the corresponding strategic initiative. By using this format, not all indicators or strategic initiatives will have a task, project or goal attached to it for this school year.

The operational plan is also crafted using the AdvancED Standards, which are used for our District’s accreditation. AdvancED has defined three standards and corresponding indicators, which evaluate if the District or a school is meeting the standard.

The operational plan aligns the District’s work for the year. Some projects planned for this year may end up being a two-year project and carry into the 2019-20 operational plan.
AdvancED PERFORMANCE STANDARDS

**Standard 1: Leadership Capacity Domain**
The capacity of leadership to ensure an institution’s progress toward its stated objectives is an essential element of organizational effectiveness. An institution's leadership capacity includes the fidelity and commitment to its purpose and direction, the effectiveness of governance and leadership to enable the institution to realize its stated objectives, the ability to engage and involve stakeholders in meaningful and productive ways, and the capacity to implement strategies that improve learner and educator performance.

**Standard 2: Learning Capacity Domain**
The impact of teaching and learning is the primary expectation of every system and its institutions. The establishment of a learning culture built on high expectations for learning, along with quality programs and services, which include an analysis of results, are all key indicators of the system’s impact on teaching and learning.

**Standard 3: Resource Capacity Domain**
The use and distribution of resources align and support the needs of the system and institutions served. Systems ensure that resources are aligned with its stated purpose and direction and distributed equitably so that the needs of the system are adequately and effectively addressed. The utilization of resources includes support for professional learning for all staff. The system examines the allocation and use of resources to ensure appropriate levels of funding, sustainability, and system effectiveness.
STRATEGIC PLAN INITIATIVES

Strategic Initiative 1 – Student Achievement and Growth
Lifelong Learning
  Goal 1 – Standards
  Goal 2 – Standards-Based Education
  Goal 3 – Integrated Technology
  Goal 4 – Assessment
Support for Learning
  Goal 1 – Professional Learning Communities
  Goal 2 – Multi-Tiered System of Support

Strategic Initiative 2 – STEAM - Science, Technology, Engineering, Arts & Mathematics
  Goal 1 – STEAM

Strategic Initiative 3 – Positive School Culture
  Goal 1 – School Culture

Strategic Initiative 4 – Engagement and Experiences in Co-Curricular Activities
  Goal 1 – Diverse Activities
  Goal 2 – High Quality Activities
  Goal 3 – Enhanced Learning

Strategic Initiative 5 – Community Outreach and Communication
Community Outreach
  Goal 1 – City of Fargo and Fargo Park Board Relations
  Goal 2 – Fargo Public Schools Development Foundation
  Goal 3 – Education That Works
  Goal 4 – College and University Partnerships
  Goal 5 – Career & Technical Education Partnerships
  Goal 6 – Mental Health, Dropout Prevention & Youth Risk Services
Communication
  Goal 1 – District Image
  Goal 2 – Parent/Family Communication and Engagement
  Goal 3 – Community Communication and Engagement
  Goal 4 – Internal Communication and Engagement

Strategic Initiative 6 – Equitable Resources and Planning
Human Resources
  Goal 1 – Workplace Culture
  Goal 2 – Recruitment and Promotions
  Goal 3 – Recruitment Outreach Efforts
  Goal 4 – Teacher and Administration Evaluation System
  Goal 5 – Comprehensive Teacher Orientation Program
  Goal 6 – Comprehensive New Teacher Mentor Induction Program

Long Range Facility Planning
  Goal 1 – Maintain the Long Range Facilities Plan
  Goal 2 – Annual Operational Maintenance
Goal 3 – Long Range Facilities Plan Implementation

**Long Range Financial Planning**
- Goal 1 – Legislative Interaction
- Goal 2 – Local Support for Schools
- Goal 3 – Budgeting
- Goal 4 – Operational Efficiency

**Strategic Initiative 7 – Continuous Improvement and Accountability**
- Goal 1 – School Site Based Improvement Cycle
- Goal 2 – District Improvement Cycle
**AdvancED STANDARDS & FPS OPERATIONAL PLAN**

**Standard 1: Leadership Capacity Domain**
The capacity of leadership to ensure an institution’s progress toward its stated objectives is an essential element of organizational effectiveness. An institution's leadership capacity includes the fidelity and commitment to its purpose and direction, the effectiveness of governance and leadership to enable the institution to realize its stated objectives, the ability to engage and involve stakeholders in meaningful and productive ways, and the capacity to implement strategies that improve learner and educator performance.

<table>
<thead>
<tr>
<th>OPERATIONAL PLAN ACTION</th>
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<tbody>
<tr>
<td>Continue the implementation process of the Strategic Plan. (AdvancED Indicator 1.1, 1.3, 3.1; Strategic Initiative 1-7)</td>
<td>Cabinet</td>
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<tr>
<td>Develop and implement processes to evaluate the effectiveness of all programs and services intended to meet the physical, social, emotional and educational needs of students in order to determine their impact on academic excellence and student success. <em>AdvancED Accreditation Final Report Recommendation</em></td>
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<tr>
<td><em>• Engage in year three of an audit process to determine the overall return on investment (ROI) of district programs and services through consultation with the District Management Group.</em> (AdvancED Indicator 1.11; Strategic Initiative 1, 2, 6)</td>
<td>Teaching &amp; Learning</td>
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<td>Continue to create or update administrative policies as needed. (AdvancED Indicator 1.4; Strategic Initiative 6)</td>
<td>Cabinet</td>
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<tr>
<td>Continue the process of developing a District-wide operational plan and building level operational plans in fulfillment of the District’s Strategic Plan. (AdvancED Indicator 1.7; Strategic Initiative 3)</td>
<td>Teaching &amp; Learning</td>
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<tr>
<td>Provide professional learning opportunities for District staff to advance their knowledge and use of the Marzano Evaluation Framework. (AdvancED Indicator 1.6; Strategic Initiative 6)</td>
<td>Teaching &amp; Learning and Human Resources</td>
</tr>
<tr>
<td>Every school within the Fargo Public Schools will engage in a five year cycle of school improvement and review that align to the Fargo Public School’s Strategic Plan, the AdvancEd Standards for Quality Schools, and the building’s Operational Plan. The results of the schools’ internal review of the continuous improvement process will be posted on the Fargo Public School’s Strategic Plan Dashboard. (AdvancED Indicator 1.11, 2.12; Strategic Initiative 7)</td>
<td>Teaching &amp; Learning</td>
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**Standard 2: Learning Capacity Domain**

The impact of teaching and learning is the primary expectation of every system and its institutions. The establishment of a learning culture built on high expectations for learning, along with quality programs and services, which include an analysis of results, are all key indicators of the system’s impact on teaching and learning.

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<tr>
<td>Update the Fargo Public Schools Strategic Plan Dashboard to provide data for the community. (AdvancED Indicator 2.10; Strategic Initiative 1 – Goal 2)</td>
<td>Teaching &amp; Learning</td>
</tr>
</tbody>
</table>
| Continue the implementation of the FPS Curriculum Scorecard and present the year end status to the School Board.  
  - Develop/update a database for all middle and high school courses to catalogue essential learning outcomes and created proficiency scales.  
  - Teacher leaders will create assessment banks aligned to essential learning outcomes and proficiency scales.  
  - By the end of the 2019-20 school year, all middle and high school courses will have selected essential learning outcomes and created proficiency scales. (AdvancED Indicator 2.5, 2.9; Strategic Initiative 7) | Teaching and Learning     |
| Work with principals to monitor Design Question 1 of the Marzano Evaluation Framework (posting learning target) as part of the teacher evaluation system through classroom observations. (AdvancED Indicator 1.6; Strategic Initiative 6) | Human Resources           |
| Develop a literacy framework of shared standards-based literacy practices. (AdvancED Indicator 2.6; Strategic Initiative 1) | Teaching and Learning     |
| Develop and implement a long range plan for MTSS-B (multi-tier system of support) within the Fargo Public Schools.  
  - Review policies and procedures to connect with community partners to provide mental health services for students/families who lack access.  
  - Implement Social Emotional Learning (SEL) lessons at the elementary level during the 2019-20 school year.  
  - Research and develop a plan to expand SEL lessons at the middle level during the 2020-21 school year. (AdvancED Indicator 2.7; Strategic Initiative 1) | Teaching and Learning     |
| Research, create, and implement a special education plan for setting C services by monthly professional development, focus on function of behavior, and review of programmatic data. (AdvancED Indicator 2.8 and 3.1; Strategic Initiative 1) | Special Education         |
| Work with community partners to develop and create a special education plan for setting D service. (AdvancED Indicator 1.7; Strategic Initiative 1) | Cabinet and Special Education |
| Conduct a Fargo Public Schools PLC Institute for teacher leadership teams. (AdvancED Indicator 2.8 and 3.1; Strategic Initiative 1) | Teaching and Learning     |
**Standard 3: Resource Capacity Domain**

The use and distribution of resources align and support the needs of the system and institutions served. Systems ensure that resources are aligned with its stated purpose and direction and distributed equitably so that the needs of the system are adequately and effectively addressed. The utilization of resources includes support for professional learning for all staff. The system examines the allocation and use of resources to ensure appropriate levels of funding, sustainability, and system effectiveness.

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<tr>
<td>Craft an updated Long Range Facility Plan for the District.</td>
<td>Cabinet</td>
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<tr>
<td>(AdvancED Indicator 3.7; Strategic Initiative 6 – Long Range Facility Planning – Goal 3)</td>
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<tr>
<td>(AdvancED Indicator 3.7; Strategic Initiative 6 – Long Range Facility Planning – Goal 3)</td>
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<tr>
<td>Continue with the safety committee developed through the 2018-19 operational plan to discuss safety related issues.</td>
<td>Superintendent</td>
</tr>
<tr>
<td>(AdvancED Indicator 3.8; Strategic Initiative 3)</td>
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<tr>
<td>Develop an employee recruitment plan, utilizing communications and advertising strategies, to promote Fargo Public Schools as an employer of choice.</td>
<td>Communications and Human Resources</td>
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<tr>
<td>(AdvancED Indicator 3.4; Strategic Initiative 5 – Communication)</td>
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<td>Provide professional development opportunities to employees around stress management and compassion fatigue.</td>
<td>Human Resources</td>
</tr>
<tr>
<td>(AdvancED Indicator 3.3; Strategic Initiative 6 – Equitable Resources and Planning)</td>
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<tr>
<td>Create a search committee procedures manual that defines the FPS district-wide hiring and interview process.</td>
<td>Human Resources</td>
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<tr>
<td>(AdvancED Indicator 1.7; Strategic Initiative 6 – Equitable Resources and Planning)</td>
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<tr>
<td>Develop a tool that allows the district to audit paraprofessional services based on instructional minutes served.</td>
<td>Human Resources &amp; Data Analysis</td>
</tr>
<tr>
<td>(AdvancED Indicator 3.5; Strategic Initiative 6 – Equitable Resources and Planning)</td>
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<tr>
<td>Research possible options to develop a district wide energy policy or energy strategy to increase efficiencies in the district.</td>
<td>Maintenance &amp; Operations</td>
</tr>
<tr>
<td>(AdvancED Indicator 3.5; Strategic Initiative 6 – Long Range Facility Planning – Goal 3)</td>
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<tr>
<td>Implement Multi-Factor Authentication (MFA) to enhance the network security protections for all FPS staff.</td>
<td>Technology</td>
</tr>
<tr>
<td>(AdvancED Indicator 3.5; Strategic Initiative 6 – Long Range Facility Planning – Goal 3)</td>
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<tr>
<td>Transition four elementary schools to a network-capable Voice over IP phone system.</td>
<td>Technology</td>
</tr>
<tr>
<td>• This will leave one final year of transition left before all schools are on a network-capable Voice over IP phone system</td>
<td></td>
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<tr>
<td>(AdvancED Indicator 3.5; Strategic Initiative 6 – Long Range Facility Planning – Goal 3)</td>
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STANDARD 1: LEADERSHIP CAPACITY DOMAIN

The capacity of leadership to ensure an institution’s progress toward its stated objectives is an essential element of organizational effectiveness. An institution’s leadership capacity includes the fidelity and commitment to its purpose and direction, the effectiveness of governance and leadership to enable the institution to realize its stated objectives, the ability to engage and involve stakeholders in meaningful and productive ways, and the capacity to implement strategies that improve learner and educator performance.

Indicator 1.1
The system commits to a purpose statement that defines beliefs about teaching and learning, including the expectations for learners.

Indicator 1.2
Stakeholders collectively demonstrate actions to ensure the achievement of the system’s purpose and desired outcomes for learners.

Indicator 1.3
The system engages in a continuous improvement process that produces evidence, including measurable results of improving student learning and professional practice.

Indicator 1.4
The governing authority establishes and ensures adherence to policies that are designed to support system effectiveness.

Indicator 1.5
The governing authority adheres to a code of ethics and functions within defined roles and responsibilities.

Indicator 1.6
Leaders implement staff supervision and evaluation processes to improve professional practice and organizational effectiveness.

Indicator 1.7
Leaders implement operational processes and procedures to ensure organizational effectiveness in support of teaching and learning.

Indicator 1.8
Leaders engage stakeholders to support the achievement of the system’s purpose and direction.

Indicator 1.9
The system provides experiences that cultivate and improve leadership effectiveness.

Indicator 1.10
Leaders collect and analyze a range of feedback data from multiple stakeholder groups to inform decision-making that results in improvement.

Indicator 1.11
Leaders implement a quality assurance process for its institutions to ensure system effectiveness and consistency.
STANDARD 2: LEARNING CAPACITY DOMAIN

The impact of teaching and learning is the primary expectation of every system and its institutions. The establishment of a learning culture built on high expectations for learning, along with quality programs and services, which include an analysis of results, are all key indicators of the system’s impact on teaching and learning.

**Indicator 2.1**
Learners have equitable opportunities to develop skills and achieve the content and learning priorities established by the system.

**Indicator 2.2**
The learning culture promotes creativity, innovation and collaborative problem-solving.

**Indicator 2.3**
The learning culture develops learners’ attitudes, beliefs and skills needed for success.

**Indicator 2.4**
The system has a formal structure to ensure learners develop positive relationships with and have adults/peers that support their educational experiences.

**Indicator 2.5**
Educators implement a curriculum that is based on high expectations and prepares learners for their next levels.

**Indicator 2.6**
The system implements a process to ensure the curriculum is aligned to standards and best practices.

**Indicator 2.7**
Instruction is monitored and adjusted to meet individual learners’ needs and the system’s learning expectations.

**Indicator 2.8**
The system provides programs and services for learners’ educational future and career planning.

**Indicator 2.9**
The system implements processes to identify and address the specialized needs of learners.

**Indicator 2.10**
Learning progress is reliably assessed and consistently and clearly communicated.

**Indicator 2.11**
Educators gather, analyze, and use formative and summative data that lead to demonstrable improvement of student learning.

**Indicator 2.12**
The system implements a process to continuously assess its programs and organizational conditions to improve student learning.
STANDARD 3: RESOURCE CAPACITY DOMAIN

The use and distribution of resources align and support the needs of the system and institutions served. Systems ensure that resources are aligned with its stated purpose and direction and distributed equitably so that the needs of the system are adequately and effectively addressed. The utilization of resources includes support for professional learning for all staff. The system examines the allocation and use of resources to ensure appropriate levels of funding, sustainability, and system effectiveness.

Indicator 3.1
The system plans and delivers professional learning to improve the learning environment, learner achievement, and the system’s effectiveness.

Indicator 3.2
The system’s professional learning structure and expectations promote collaboration and collegiality to improve learner performance and organizational effectiveness.

Indicator 3.3
The system provides induction, mentoring, and coaching programs that ensure all staff members have the knowledge and skills to improve student performance and organizational effectiveness.

Indicator 3.4
The system attracts and retains qualified personnel who support the system’s purpose and direction.

Indicator 3.5
The system integrates digital resources into teaching, learning, and operations to improve professional practice, student performance, and organizational effectiveness.

Indicator 3.6
The system provides access to information resources and materials to support the curriculum, programs, and needs of students, staff, and the system.

Indicator 3.7
The system demonstrates strategic resource management that includes long-range planning and use of resources in support of the system’s purpose and direction.

Indicator 3.8
The system allocates human, material, and fiscal resources in alignment with the system’s identified needs and priorities to improve student performance and organizational effectiveness.
STRATEGIC PLAN

Our Mission
“Achieving excellence by educating and empowering all students to succeed”

Our Vision
Fargo Public Schools is committed to excellence through a student-centered learning environment supported by positive collaborations with students, staff, parents, school, and community. A Fargo Public Schools education will provide students with a broad knowledge base by engaging in a standards-based curriculum with co-curricular opportunities. Graduates will possess sound character and the 21st Century skills in communication, critical thinking, collaboration, and creativity necessary to participate in an ever-changing and culturally diverse world. Equitable opportunities will ensure a quality educational experience to stimulate and support all students in their intellectual, social, and personal growth.

Our Values
The Fargo Public Schools are committed to:

- Believing that all students can learn and grow
- Creating a supportive and positive school climate
- Ensuring that all students receive effective, rigorous, and relevant instruction from highly qualified teachers
- Engaging leadership in all student, parent, and community partnerships
- Making data-driven decisions for continuous improvement

Our Strategic Initiatives
The following strategic initiatives will guide our efforts as we “educate and empower all students to succeed.”

- Student Achievement and Growth
- STEAM – Science, Technology, Engineering, Arts, and Mathematics
- Positive School Culture
- Engagement and Experiences in Co-Curricular Activities
- Community Outreach and Communication
- Equitable Resources and Planning
- Continuous Improvement and Accountability