

South Coast ESD
Continuous Improvement Plan (CIP)
2021-2022

1. Continuous Improvement Plan (CIP)

The Organization's leadership teams (Sup, Admin, and Board) will develop and implement the continuous improvement plan, program improvement plan and board improvement plan.

- a. The management team and board will conduct a data dive to evaluate data.
- b. The management team will draft the CIP, present it to the board, the board will adjust/adopt.
- c. The administrators will develop/implement a program improvement plan.
- d. The board will develop a board improvement plan (BIP).
- e. All plans will be implemented and reported on by August 2022 Board Retreat.

2. District-wide Professional Development Plan

Implement a District-Wide professional development plan that addresses the long range plan needs, district survey data responses and local and state plan needs.

- a. Develop a professional development plan that addresses the core district needs by October 1, 2021
- b. Identify training days, conduct training and evaluate their effectiveness by June 30, 2022.
- c. Using the Professional Development Plan, fully implement collaborative conversations training at the program level by June 30, 2022.
- d. Based off of the RSSL guidance and applicable state laws develop district and program protocols, post on website and train staff by August 30, 2021.
 - i. Provide on-going training as protocols and district instructional plans change reporting progress in December, May and a final summary by August 30, 2022.

3. Safety

- a. Develop and implement organizational safety goals by June 30, 2022.
- b. Analyze injury data monthly, intervene and pinpoint necessary organization wide trainings based on injury data by August 30, 2022.
- c. Safety team will evaluate COVID protocols monthly, identify/address concerns and assist with the development of protocol implementation and report the summary of data by June 30, 2022.
- d. Develop and implement OSHA safety team goals based on data needs by June 30, 2022.
- e. Given that SCESD is in the high cost risk pool, the safety team will monitor the rate of 801s monthly, determine if organization wide interventions are necessary and intervene as needed by June 30, 2022.
- f. Given the variety of catastrophes that could transpire at any organization (i.e. earthquake, environmental disaster, intrusion etc.) SCESD will have detailed plans and staff training for at least three identified catastrophes by June 30, 2022.

- g. Given the Safety Brain and the organization's goals and safety campaigns, the safety team will maintain and update the safety brain as needed when new policies and/or issues come to light reviewing progress with the board by August 30, 2022.

4. Communication

- a. SCESD will act as the Ready Schools, Safe Learners (RSSL) reopening advisor providing on-going assistance to the regional school districts.
- b. SCESD will provide at least three COVID updates per month to internal staff via staff-bulletin, emails, website and letters.
- c. SCESD leadership will provide at least monthly COVID communications/updates regarding to parents via telephone calls, video conference, website updates or letters.
- d. Given the SCESD Strategic Communications Plan, the communications sub-committee will evaluate and adjust plan year activities by December 2021.
- e. Given the SCESD Strategic Communications Plan, the communications sub-committee will select and implement three new activities that engage staff, parents, district and the community by June 30, 2022.

5. Equity Plan

- a. SCESD staff and stakeholders will receive two trainings on equity related topics such as race, gender, age, sexual orientation, culture, religion family structure, socio-economics and/or disability including administration, board members, staff, parents and students by June 30, 2021.
- b. The district will review workshops that encompass collaborative conversations and offer time within professional development days and/or staff meetings to discuss the concepts and practice skills by June 30, 2022.
- c. Using the Oregon Department of Education Title IX district audit document, the ESD will conduct an update audit of the Special Education Programs and implement necessary changes and recommend long term needs by June 30 2022.
- d. The equity committee will review the equity plan, adjust as needed and develop an activity plan for the 21-24 plan years by June 30, 2022.

6. Governance

- a. Given the need to create deep connections with parents, primary programs of (ALS, EI/ECSE, Related Services and Regional Services) will host at least 3 parent café's selecting and implementing 2-3 strategies based on feedback by June 30, 2022.
- b. Given the focus group data, the organization will identify and implement no less than three concepts by June 30, 2022.

7. Hire to Retire

- a. The hire to retire committee will develop a list of strategies and mechanisms to embed practices that increase the likelihood of a diverse employee population at the ESD.

- b. The HR department will fully implement and utilize Frontline Central for 7 or more processes including but not limited to contracts, PSFs, employee information, new hire checklists etc. by June 30, 2022.

8. Sustainability

A. Technology

- a. The Technology Department will develop and provide to the committee yearly goals by October 30, 2022 and update the board on progress at subsequent committee meetings fully implementing all goals by June 30 2022.
- b. The Technology Department will utilize their deferred technology program to develop a needs to budget document a present to the committee its budget by February 2022.
- c. The Technology Department will develop a user satisfaction survey, report findings to the committee and develop a plan to address three or more needs in the 22-23 school year.

B. Business

- a. The Business Office will develop and provide to the committee yearly goals by October 30, 2022 and update the board on progress at subsequent committee meetings fully implementing all goals by June 30 2022.
- b. The technology department will develop a user satisfaction survey, report findings to the committee and develop a plan to address three or more needs in the 22-23 school year.

C. Maintenance

- a. The Maintenance Department will develop and provide to the committee yearly goals by October 30, 2022 and update the board on progress at subsequent committee meetings fully implementing all goals by June 30 2022.