

Washougal Community Education & Recreation

Washougal School District Strategic Plan

WSD Vision: Washougal Schools and Community working together to develop educated, healthy, responsible and successful citizens.

WSD Mission: Our mission is to serve our community by our continuing commitment to sustaining a high quality educational system.

WSD Belief Statement:

- All children can learn and should be challenged to reach their full potential.
- Family is the key to a child's education.
- Education is the key to success in life.
- Learning is a life long journey.
- Learning will be most successful in a safe, structured environment.
- Quality educators, diversified curriculum, appropriate resources and facilities are necessary for successful learning.
- Educators, students, family and community must be committed to a partnership for the quality of our education system.
- Communication and mutual respect are essential for a trusting relationship and a successful partnership.
- Student learning depends on the individual accountability of the partnership.
- Our students will become responsible persons demonstrating knowledge, self-discipline, accountability and respect.

District Goals:

Curriculum and Instruction: The Washougal School district will give all students a realistic opportunity to reach their educational potential. To achieve this goal, we will review and evaluate our curriculum and student progress to ensure that student learning is the focus of our teaching. We will pursue yearly progress to meet or exceed all local, state, and federal educational guidelines.

Facilities: The Washougal School District will build new schools and/or modify facilities to enhance the learning environment. Decisions will be made using future growth projections and facilities will be designed to encourage community involvement. The district's buildings and grounds may be made available for a fee to the community for private and community functions as long as they are not being used to support school activities.

Communication: The Washougal School District will maintain a communication network that will allow shareholders to communicate efficiently with each other. Available technology will be used to keep this communication effective and timely.

Safety and Discipline: The Washougal School District will maintain a safe and secure environment for students and educators. Our district will reward positive and responsible behaviors and will enforce a consistent range of consequences for negative behavior.

Community Involvement: The Washougal School District will strive for a true partnership between school and community to improve future opportunities for our students.

Mission Statement:

Washougal Community Education & Recreation is committed to life long learning.

Through use of school district resources and community resources,
WCER will implement and support programs that enhance the quality of life
for all citizens of the greater Washougal community:

We will use the Strategic Plan as a filter system for our unity of purpose.

All project goals, in all programs, will reflect district goals.

We recognize that we are a service organization with diverse customers
whose individualized needs must be met.

We will employ participatory management within our department and in all
programs/projects which we manage.

We will work to improve personal and professional skills to more effectively serve our
customers with the greatest efficiency and courtesy.

We will utilize our program flexibility to be a resource and
testing ground for new exploratory programs.

Office Management:

WCER, as a department of the WSD, believes in customer service. Through the efficient
operations of the WCER office, we will better serve our enrollees and our
co-workers throughout the district.

We will meet weekly: to exchange information on project progress, to evaluate individual
work responsibilities against team process, and to develop and/or revise
action plans for projects.

We will work to improve communication skills: inter-office,
inter-district, and with the community.

We will learn the basics of each office job to be able to assist one another and
respect the work of others.

We believe:

Learning is a life long endeavor.

Learning looks different for different people, at different times, for different needs. It is
sometimes recreational, sometimes academic.

We are most effective if we believe in our work and enjoy our tasks.

We believe that mistakes are learning opportunities.

We believe that we must take risks to achieve progress.

Program overview

Community Education:

Using school district and community resources, WCER will offer educational and recreational enrichment programs to the Washougal community. Through surveys, class evaluations, and networking with other community education programs, WCER will actively seek to offer timely, professional classes for education and recreation. To assess effectiveness, class attendance will be measured. An increase in attendance of 3% annually will signify successful class offerings.

Facility Use:

The Washougal School District is the guardian of the public school buildings and school grounds. To maximize on the community investment in these facilities, school buildings, and school grounds are to be used by the community whenever scheduling and purpose makes them available. WCER will maintain a calendar of scheduled events including school activities and community.

Partnerships:

As an entity of the community, the WSD will contribute to and enjoy the resources of the greater Washougal Community. WCER will actively pursue collaborative projects with private industry and other agencies wherein the project goals mutually benefit the partners and the community as a whole.

WCER staff

Supervisor:

Washougal Community Education & Recreation
Highly Capable Program
Facility Use Process
Community Partnerships
Class development
Personnel – Preschool and SPACE
Staff Development
Month-end reports
Budget management

Secretary:

Preschool enrollment
Classes/ Catalog
Promotion/ flyers
Personnel – class instructors
Registrations
Daily deposits
Refunding
Class reports
Facility Use
Substitute Scheduling

Extended Learning Manager:

SPACE program facilitator
Assessment
Staff scheduling
Enrollment management
Preschool program liaison

**Washougal Community Education & Recreation
Strategic Plan 2005-2008
Strategies, Action Plans, Measures**

WCER Goal: Curriculum and Instruction

Washougal Community Education & Recreation will provide all citizens opportunities to enrich their lives through education and recreation programs. We will regularly assess our programs and processes to achieve this goal.

Strategies	Action Plan	Measure/Data
An assessment of the programs and services	Survey - Fall 2005-Summer 2006 catalogs Review of preschools and SPACE	95% satisfaction rate 20 new course requests 5 new instructors
Align preschool curriculum with state benchmarks Develop/adopt assessment that reflects benchmarks	Monthly staff meeting will have a 30 minute focus on benchmarks	Annual improvement end-of-year assessment Spring 08 - 85% of WCER preschoolers will meet or exceed GLE's.
Work with elementary parents and staff to expand understanding of HiCap students and educational needs	Monthly parent meetings will include study of best practices and strategies Parent advisory book study to match elementary staff book study	Open dialogue between parents and elementary teachers Promote training opportunities for differentiated classrooms
SPACE staff will adopt role in academic growth of participants	Outcomes will be part of planning	Spring 08 – SPACE attendees will demonstrate acceleration in academics
Sports programs will promote and align with middle school and high school sports program goals	Promote partnerships between program facilitators, athletic director, and high school coaches	Oversight from coaches Greater participation in sports programs throughout the district

WCER Goal: Facilities: Work with building personnel to identify appropriate sites for the broad scope of WCER classes and activities. WCER will create classrooms to energize and comfort preschool and SPACE students.

Strategies	Action Plan	Measure/Data
Programs will be sited in most appropriate setting	Ongoing communication with building administrators and custodial staff	Positive feedback from custodial staff and students
Preschool rooms will be program appropriate	Preschool staff will maintain the physical environment and have monthly review	Students will feel safe and will be motivated by their classroom environment
SPACE program room will facilitate educational and physical activities	Review use of storage and project area	Participants will be more productive and there will be less disruption
Resolve parking problems	Meet with Maintenance Director to outline possible solutions	End traffic jam in parking lot to increase pedestrian safety

WCER Goal: Communication: WCER will improve communication between office and programs.

Strategies	Action Plan	Measure/Data
Meet with Network Technician to review current computer hardware and phone systems	Update equipment to district standard as necessary	Microsoft Office will be available to all sites Email will be activated for all sites
Improve use of technology	Streamline logins and passwords	Employees at each Preschool site and SPACE will be able to access information and work together on program projects
Employees will have skill level to use software, use the internet, and email system	Develop skill survey and initiate training as needed	Attendance will be on Excel by Fall 06 Staff will use iCal and email

WCER Goal: Safety and Discipline: WCER goals will reflect district goals.

Strategies	Action Plan	Measure/Data
Consequences for negative behavior reflect school policy	Extended Learning Manager will review student handbook for each site and make copies available to staff	Less confusion on discipline issues for both staff and participants
Adopt 'self-manager' program	Research and implement successful programs used for preschool and elementary age students	Reduced behavior issues requiring corrective actions from staff

WCER Goal: Community Involvement: WCER is community involvement. WCER will expand focus to improve communication with schools.

Strategies	Action Plan	Measure/Data
Interact with schools	Invite Hathaway staff to lunch with SPACE program	Increased awareness and partnering with SPACE program
Showcase WCER preschools and SPACE programs	Request hall space in each building	Building staff will develop more ownership in program successes
Greater interaction between preschools and Kindergarten	Kindergarten teachers observe preschool programs up to 3 times per year	Preschool programs will show continual improvement in preparing students for Kindergarten

WCER Goal: Administrative Goals:

Strategies	Action Plan	Measure/Data
Balance the budget	Develop more effective ways to track expenses and revenues	End-of-year budget
WCER will be a learning community	All staff will attend training to improve skills	Each staff member will report to the team key aspects of training and a plan to implement new strategies