



SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

Agenda Item Summary

Meeting Date: October 19, 2016

Purpose : Report Only Recognition Discussion/ Possible Action

Presenter(s): Abelardo Saavedra, Superintendent of Schools

Item Title:

Discussion and possible action to approve proposed Superintendent's Performance Goals for the 2016-2017 school year.

Description:

The proposed Superintendent's Performance Goals for the 2016-2017 school year are included in the Superintendent's 2016-2017 Annual (Summative) Appraisal Instrument.

District Goal:

Goal 1 We will engage all school community members through transparency and effective communication to create an inclusive environment for all students.

Funding Budget Code and Amount:

CFO Approval

NA

APPROVAL ROUTE
Principal/Director:
Executive Director:
Chief Administrator:
Superintendent:

SIGNATURE

DATE

Abelardo Saavedra

10-14-2016

ANNUAL SUPERINTENDENT EVALUATION
South San Antonio Independent School District
For School Year 2016-17

Dr. Abelardo Saavedra, Superintendent
_____, 2017

Rating Scale:	Exceptional	Progress exceeds expectations
	Proficient	Progress adequate
	Needs Improvement	Progress less than adequate

This evaluation is based upon the performance goals approved by the Board of Trustees in October 2016, and upon the factors listed in the Commissioner of Education's Recommended Appraisal Process set forth at 19 Tex. Admin Code §§ 150.1021 & 150.1022. Part I, (performance domain), is adopted from Tex. Educ. Code § 39.054. Part II (progress on specific goals) pertain to annual performance goals adopted by the Board of Trustees for the 2016-17 school year. Part III (other performance descriptors) is adopted from 19 Tex. Admin Code §§ 150.1021(a).

Part I-Student Performance:

Attach student performance domain for district and campuses, compiled in accordance with Tex. Educ. Code § 39.054.

Part II-Progress Toward Annual Goals:

DIVISION OF ACADEMICS

Student Achievement 2016-17

Each campus will be awarded at least (1) distinction.
All campuses will meet or exceed State standards.

PERFORMANCE STANDARD TEA INDEX 1 – Student Performance

- Each campus will meet its Index 1 performance State Target or increase by 2 percentage points.

2017 Targets	2015-2016 Final Results	2016-2017		2016-2017 Final Results
		2 Percentage Points Increase	State Target	
District	64			
South San HS	64			
Dwight	66			
Kazen	52			
Shepard	66			
Zamora	69			
Armstrong	71			
Athens	66			
Benavidez	67			
Carrillo	70			
Five Palms	61			
Hutchins	61			
Kindred	69			
Madla	62			
Palo Alto	74			
Price	76			

Performance Index 1 – Student Performance Rating:

Exceptional _____ Proficient _____ Needs Improvement _____

Comments:

PERFORMANCE STANDARD TEA INDEX 2 – Student Progress

- Each campus will meet its Index 2 performance State Target or have a 2 percentage points increase from the cumulative scale.

2017 Targets	2015-2016 Final Cumulative Average	2016-2017		2016-2017 Final Cumulative Average
		2 Percentage Points Increase	State Target	
South San HS	17			
Dwight	32.75			
Kazen				
Shepard				
Zamora				
Armstrong	43.7			
Athens				
Benavidez				
Carrillo				
Five Palms				
Hutchins				
Kindred				
Madla				
Palo Alto				
Price				

Performance Index 2 – Student Progress Rating:

Exceptional _____ Proficient _____ Needs Improvement _____

Comments:

PERFORMANCE STANDARD TEA INDEX 3 - Closing the Achievement Gap

- Each campus will meet its Index 3 performance State Target or have a 2 percentage points increase from the cumulative scale.

2017 Targets	2015-2016 Final Cumulative Average	2016-2017		2016-2017 Final Cumulative Average
		2 Percentage Points Increase	State Target	
South San HS	37			
Dwight	33			
Kazen				
Shepard				
Zamora				
Armstrong	37.7			
Athens				
Benavidez				
Carrillo				
Five Palms				
Hutchins				
Kindred				
Madla				
Palo Alto				
Price				

Performance Index 3 - Closing the Achievement Gap Rating:

Exceptional _____ Proficient _____ Needs Improvement _____

Comments:

PERFORMANCE STANDARD TEA INDEX 4 – Post-Secondary Readiness

- Each campus will meet its Index 4 performance State Target or increase by 2 percentage points.

2017 Targets	2015-2016 Final Results	2016-2017		2016-2017 Final Results
		2 Percentage Points Increase	State Target	
South San HS	64			
Dwight	25			
Kazen	14			
Shepard	17			
Zamora	33			
Armstrong	28			
Athens	22			
Benavidez	22			
Carrillo	28			
Five Palms	19			
Hutchins	20			
Kindred	27			
Madla	23			
Palo Alto	30			
Price	32			

Performance Index 4 – Post-Secondary Readiness Rating:

Exceptional _____ Proficient _____ Needs Improvement _____

Comments:

PERFORMANCE STANDARD – High School

- Increase Distinguished Plan graduates by 1 percentage point from 2014-15 to 2015-16.
- Increase AP/Dual Credit accreditation by 10%.
- Increase amount of Post-Secondary Scholarships by \$500,000.

Performance Standard – High School Rating:

Exceptional _____ Proficient _____ Needs Improvement _____

Comments:

PERFORMANCE STANDARD - Attendance

All campuses will increase attendance incrementally to attain a third of the summative goal.

Each campus will work to meet the three-year goal in 2018-2019:

- All elementary campuses will have 97% attendance.
- All middle school campuses will have 96% attendance.
- The high school will have 95% attendance.

	2015-2016 Final Results	2016-2017 Percentage Goal	2016-2017 Final Results
District	94.9		
South San HS	92.5		
Dwight	95.2		
Kazen	96.2		
Shepard	94.2		
Zamora	96.9		
Armstrong	96.4		
Athens	95.6		
Benavidez	95.7		
Carrillo	95.6		
Five Palms	96.1		
Hutchins	96.5		
Kindred	95.5		
Madla	94.9		
Palo Alto	95.7		
Price	96.4		

Performance Standard – Attendance Rating:

Exceptional _____ Proficient _____ Needs Improvement _____

Comments:

PERFORMANCE STANDARD - Curriculum and Instruction

- Customer survey results shall meet or exceed 90% satisfaction by 2018-2019 and will increase by 3 percentage points (84%) for 2016-2017.

Performance Standard – Curriculum and Instruction Rating:

Exceptional _____ Proficient _____ Needs Improvement _____

Comments:

DIVISION OF FINANCE AND BUSINESS OPERATIONS

PERFORMANCE STANDARD - Finance

- Customer survey results shall meet or exceed 90% satisfaction by 2018-2019 and will increase by 9 percentage points (74%) for 2016-2017.
- The General Fund Balance shall increase 5%.

Performance Standard – Finance Rating:

Exceptional _____ Proficient _____ Needs Improvement _____

Comments:

PERFORMANCE STANDARD - Staffing Organization

- Administrative cost ratio will be less than or equal to 10% of instructional expenditures.

Performance Standard – Staffing Organization Rating:

Exceptional _____ Proficient _____ Needs Improvement _____

Comments:

PERFORMANCE STANDARD - Purchasing

- Customer survey results shall meet or exceed 90% satisfaction by 2018-2019 and will increase by 8 percentage points (76%) for 2016-2017.
- Total days from requisition to purchase order shall be reduced to 5 days.

Performance Standard – Purchasing Rating:

Exceptional _____ Proficient _____ Needs Improvement _____

Comments:

PERFORMANCE STANDARD - Accounts Payable

- Vendor satisfaction survey will be conducted and a baseline established.
- Total days to pay invoices shall be reduced to 11 days.

Performance Standard – Accounts Payable Rating:

Exceptional _____ Proficient _____ Needs Improvement _____

Comments:

PERFORMANCE STANDARD - Transportation

- Customer survey results shall meet or exceed 90% satisfaction by 2018-2019 and will increase by 9 percentage points (73%) for 2016-2017.
- Accidents per mile driven shall decrease by 10%.
- Determine baseline for number of students transported per route mile.

Performance Standard – Transportation Rating:

Exceptional _____ **Proficient** _____ **Needs Improvement** _____

Comments:

PERFORMANCE STANDARD – Facilities

- Customer survey results shall meet or exceed 90% satisfaction by 2018-2019 and will increase by 7 percentage points (77%) for 2016-2017.
- Maintenance costs per square feet shall decrease by 3%.
- Work order resolution time shall decrease by 10%.
- Accidents per year shall decrease by 10%.

Performance Standard – Facilities Rating:

Exceptional _____ **Proficient** _____ **Needs Improvement** _____

Comments:

PERFORMANCE STANDARD – Custodial Services

- Customer satisfaction survey will be conducted and a baseline established.
- Custodial supply costs per square feet shall decrease by 5%.
- Accidents per year shall decrease by 10%.

Performance Standard – Custodial Services Rating:

Exceptional _____ Proficient _____ Needs Improvement _____

Comments:

PERFORMANCE STANDARD - Food Service

- Customer survey results shall meet or exceed 90% satisfaction by 2018-2019 and will increase by 4 percentage points (83%) for 2016-2017.
- Breakfast participation shall increase by 1.5%.
- Lunch participation shall increase by 1%.

Performance Standard – Food Service Rating:

Exceptional _____ Proficient _____ Needs Improvement _____

Comments:

PERFORMANCE STANDARD - Technology

- Customer survey results shall meet or exceed 90% satisfaction by 2018-2019 and will increase by 5 percentage points (81%) for 2016-2017.
 - Implement a new ticket closing survey to gather more data and every ticket will have the opportunity to fill out a survey.
- Continue use of the district-wide Service Level Agreement to keep staff informed on services and expectations of the technology department.
 - Decrease average resolution time to 4 days.
 - Decrease response time for all tickets (acknowledging receipt of the ticket) to less than 24 hours.
- Streamline logins for students and staff, ranging from employee access to Eduphoria, to reduce the number of usernames and passwords.
 - Reduce the number of systems that rely on a separate username and password by 10%.

Performance Standard – Technology Rating:

Exceptional _____ Proficient _____ Needs Improvement _____

Comments:

PERFORMANCE STANDARD – Communications

- Customer survey results shall meet or exceed 90% satisfaction by 2018-2019 and will increase by 5 percentage points (80%) for 2016-2017.
- Increase following, likes and views from Instagram, Twitter, Facebook and YouTube by 10% on each SSAISD social media platform.
- Increase website traffic (www.southsanisd.net) by 10%.
- Establish at least three new online platforms to increase feedback with SSAISD community.

HUMAN RESOURCES

PERFORMANCE STANDARD – Human Resources

- Customer survey results shall meet or exceed 90% satisfaction by 2018-2019 and will increase by 6 percentage points (74%) for 2016-2017.

PERFORMANCE STANDARD – Recruitment

- Human Resources department will attend six job fairs in 2016-2017.
- 100% of teacher vacancies will be filled by the 1st day of school.

Performance Standard – Human Resources Rating:

Exceptional _____ Proficient _____ Needs Improvement _____

Comments:

PERFORMANCE STANDARD - Retention

- District and campus administration will improve the teacher retention rate by 10%.

Performance Standard – Retention Rating:

Exceptional _____ Proficient _____ Needs Improvement _____

Comments:

PERFORMANCE STANDARD - Compensation and Benefits

- Human Resources will collaborate with the Texas Association of School Boards (TASB) to ensure salaries are comparable to market value which will help SSAISD retain employees and attract applicants from within and outside of Bexar county.

Performance Standard – Compensation and Benefits Rating:

Exceptional _____ Proficient _____ Needs Improvement _____

Comments:

PERFORMANCE STANDARD - Staff Recognition

- Human Resources, Communications and Chief of Staff will implement recognition for employees on a month and yearly basis.
 - Teacher of Year (Campus and District)
 - Bobcat Rising Stars
 - Principal of the Year
 - District-wide Years of Services Award
 - Employee of the Month
 - Paraprofessionals
 - Auxiliary

Performance Standard – Staff Recognition Rating:

Exceptional _____ Proficient _____ Needs Improvement _____

Comments:

PERFORMANCE STANDARD - Payroll

- Customer survey results shall meet or exceed 90% satisfaction by 2018-2019 and will increase by 6 percentage points (78%) for 2016-2017.

Performance Standard – Payroll Rating:

Exceptional _____ Proficient _____ Needs Improvement _____

Comments:

Part III- Other Performance Descriptors

(1) Instructional Management. Does the Superintendent promote improvement of instruction through activities such as the following: monitoring student achievement and attendance; diagnosing student needs; helping teachers design learning experiences for students; encouraging the development and piloting of innovative instructional programs; and facilitating the planning and application of emerging technologies in the classroom?

Comments:

(2) School or Organization Morale. Does the Superintendent foster positive organization morale through activities such as the following: assessing and planning improvement of the school, school district, or community environment; reinforcing excellence; promoting a positive, caring climate of learning; and using effective communication skills?

Comments:

(3) School Organization Improvement. Does the Superintendent promote leadership in efforts to improve the organization through activities such as the following: collaborating in the development and articulation of a common vision of improvement; encouraging appropriate risk-taking; and ensuring continuous renewal of curriculum, policies, and methods?

Comments:

(4) Personnel Management. Does the Superintendent manage personnel effectively through activities such as the following: delegating appropriately; recognizing exemplary performance of teachers and staff; encouraging personal and professional growth and leadership among the staff; complying with applicable personnel policies and rules; securing the necessary personnel resources to meet objectives; and evaluating the job performance of assigned personnel?

Comments:

(5) Management of Administrative, Fiscal, and Facilities Functions. Does the Superintendent manage administrative, fiscal, and facilities functions responsibly through activities such as the following: obtaining broad-based input for fiscal or financial analysis; compiling reasonable budgets and cost estimates; ensuring that facilities are maintained and upgraded as necessary; and managing a broad range of school operations (for example, attendance, accounting, payroll, transportation).

Comments:

(6) Student Management. Does the Superintendent promote positive student conduct through activities such as the following: helping students develop a sense of self-worth; developing and communicating guidelines for student conduct; ensuring rules are observed uniformly; disciplining students for misconduct in an effective and fair manner; supporting collaboration by working with faculty; and encouraging the participation of students and parents?

Comments:

(7) School or Community Relations. Does the Superintendent promote a positive tone for school or community relations through activities such as the following: fostering collaborative educational efforts among members of the total school community; articulating the school mission and needs to the community; seeking support for school programs; and involving himself or herself in community activities that foster rapport between the school district and the larger community?

Comments:

(8) Professional Growth and Development. Does the Superintendent provide leadership in professional growth and development through activities such as the following: participating actively in professional associations; conducting himself or herself in an ethical and professional manner; disseminating ideas and information to other professionals; and seeking and using evaluative information for improvement of performance?

Comments:

(9) Academic Excellence Indicators and Campus Performance Objectives. Has District under the Superintendent's leadership made suitable progress towards advancing student performance, as indicated in Part I of this Evaluation, and achieving District-wide and campus performance objectives?

Comments:

(10) School Board Relations. Does the Superintendent promotes and support a positive relationship with the District's Board of Trustees through activities such as the following: meeting the board's needs for information; interacting with board members in an ethical, sensitive, and professional manner; demonstrating competence in written and verbal communications to the board; and recommending policies to the board to enhance teaching and learning?

Comments:

Signature

Date of Evaluation