

Superintendent Report

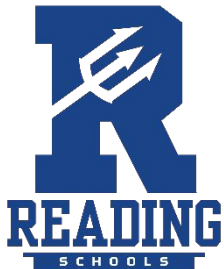
February 17, 2021



District Organizational Plan

Background:

- New PK-12 Facility - All under one roof
- Reductions 2020
- Assess and make recommendations for efficient and collaborative use of district facility, personnel, and organization
- Engage in district strategic planning process to facilitate our roadmap into the future
 - October through February
 - Presented at last Board Meeting
 - Agenda item for approval



OUR MISSION

*Inspiring the leaders of tomorrow with engaging opportunities today –
The Blue Devil Way.*

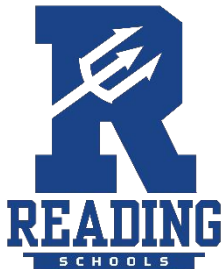
Vision Areas:

STUDENT LEARNING: Providing all students with engaging & innovative curriculum to excel as future members of our global society.

CULTURE: Building a caring, diverse and inclusive community where every member feels safe, valued, and supported.

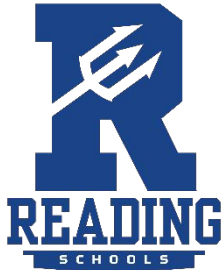
COMMUNICATION: Providing effective and transparent communication within all aspects of our Blue Devil community.

FISCAL RESPONSIBILITY: Ensuring transparent and responsible use of district resources to provide the highest quality education for our students.



Current Organization Structure

District Office		RHS 464 Students	RMS 440 Students	RES 746 Students
Superintendent	Treasurer	Principal	Principal	Principal
Director of Student Services	Payroll/ Benefits Specialist	Asst Principal/ Athletic Director	0.5 Dean of Students	Assistant Principal/ Wellness Coordinator
Superintendent Admin. Assistant	Staff Accountant	2 Guidance Counselors	1 Guidance Counselor	1 Guidance Counselor
EMIS/Testing/ Enrollment/ Transportation Coordinator		1 Administrative Assistant	1 Administrative Assistant	1 Administrative Assistant
		1 Guidance Secretary		
4	3	39 Staff	40 Staff	66 Staff



*Purchased Services include Technology, Communication, Custodial/Maintenance, Food Service, ESC Personnel

Current District Organization

Staffing Inequity Between Buildings

Administrative staff to student ratio

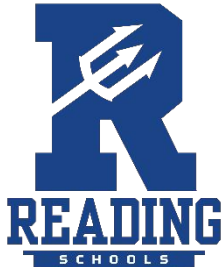
- RHS - 1 to 232 (464 students, 2 admin)
- RMS - 1 to 293.3 (440 students, 1.5 admin)
- RES - 1 to 382 (764 students, 2 admin)

Administrative Assistant to student ratio

- RHS - 1 to 464
- RMS - 1 to 440
- RES - 1 to 764

Guidance Counselor to student ratio

- RHS - 1 to 232 (+ Guidance Secretary)
- RMS - 1 to 440
- RES - 1 to 764



Strategic Plan Alignment

Vision Area - Student Learning

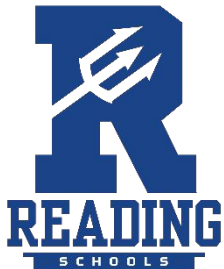
Lack of dedicated administrative responsibility

- Curriculum
- Assessment
- Data Management and Analysis
- Professional Development
- Course of Study
- Resource Management/Adoption

***Note - responsibility placed with building principals in current structure with site-based focus*

Lack of dedicated staff leadership within academic departments to support curriculum

- K-12 collaboration within content areas
- Curriculum and instructional practice
- Data analysis for improvement



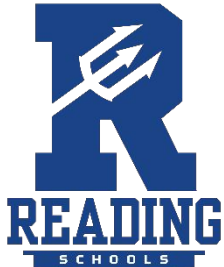
Strategic Plan Alignment

Vision Area - Student Learning

Master Schedule

- Curriculum and programming access is closely tied to master schedule construction
- RHS and RMS schedules operate independently (except for specials courses)
- Shared staffing creates constraints
- RMS specials structure creates competition between programming offerings
 - *1 period for specials rotation OR Band*

****Realignment and “right-sizing” to improve structure for student academic opportunities**



Strategic Plan Alignment

Vision Area - Communication

Current HCESC contract for \$28,000/year

- 50 days
- Approximately 1.5 days per week dedicated to communication

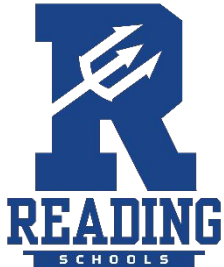
Communication needs exceed dedicated service contract

- Current usage to date - approximately 40

Lack of on-site support minimizes effectiveness of communication plans

- Increases district personnel responsibilities related to communication planning and implementation

****Comprehensive communication strategy and implementation a key action item in the strategic plan***



Proposed Organizational Structure

District Office		RHS/RMS Grades 7-12 ~800 Students	RES Grades PK-6 ~900 Students
Superintendent	Treasurer	Principal	Principal
Director of Curriculum and Communication	Payroll/ Benefits Specialist	Asst Principal/Athletic Director	Assistant Principal/ Wellness Coordinator
Director of Student Services	Staff Accountant	Dean of Students Grades 5-8	
Superintendent Admin. Assistant		Guidance Counselor Grades 5-8	
EMIS/Testing/ Enrollment/Transportation Coordinator		2 Guidance Counselors 9-12	1 Guidance Counselor PK-4
		2 Administrative Assistants	2 Admin. Assistants (+1 Position)
		1 Guidance Secretary	
5	3	~ 65 Staff	~ 75 Staff



*Purchased Services include Technology Communication, Custodial/Maintenance, Food Service, ESC Personnel

RCCSD Board of Education

Superintendent

Supt Admin Asst

Director of Curriculum & Communication

EMIS Testing Transp

Director of Student Services

Treasurer

Payroll

Accounts Payable

Dept. Chairs (5) Gifted

Special Ed Pre School

Purchased Service Contracts
Technology, Maintenance, Custodial, Food Service, Transportation, HCESC, Rachel Wixey

Nurses

RHS/RMS Principal (~800 students)

RES Principal (~900 students)

Asst. Principal/AD
Guidance-2 Grades 9-12
Admin Assts - 2
Guidance Secretary

Dean of Students Grades 5-8
Guidance Grades 5-8

Asst. Principal/Wellness PK-4
Guidance PK-4
Admin Assts - 2 (+1 position)

Instructional Staff

Instructional Staff

Key Considerations:

Student Learning and Communication vision areas in upcoming strategic plan - realignment of admin to address need

Eliminate ESC contract for communication to offset costs

Reinstating department chair supplementals provides additional support and leadership - 1 per core content and 1 specials/electives

Equity/balance of student/principal ratio and building size

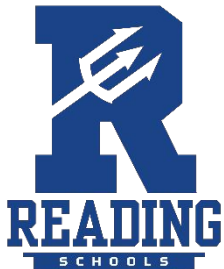
Alignment and equity of guidance counselors - grades 8-12 (2), 4-8 (1), K-3 (1)

Reinstate 1 admin asst - needed support for RES and district

Reinstate full-time Dean of Students to support RHS/RMS students/staff (*accounted for in FYF*)

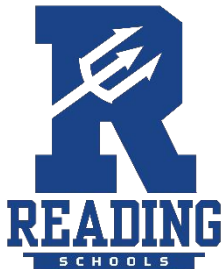
Expenditures Accounted for in the Five-year Forecast

Position	Expenditures	Notes
Dean of Students	~\$35,000	.5 teaching position will need replaced TBD; accounted for in FYF
PLTW (Great Oaks Position)	~\$37,500	Foundation payment reduction; less than 1 FTE; and accounted for in FYF
RHS SS Dept Position	~\$60,000	Staffing need to replace .5 Dean of Student and upcoming Financial Lit required course (SB 1 - presumed); accounted for in FYF
Preschool Staffing	~\$10,000	Anticipated impact on FYF for teacher and aide; tuition offsets most of this staffing cost; accounted for in FYF



Financial Implications To Reorganization

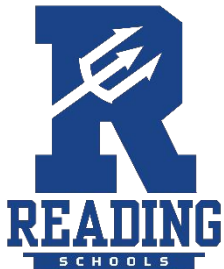
Position	Increase/Savings	Notes
Director of Curriculum and Communication	~\$100,000	Reorganization of district administration; 260 day contract
K-12 Dept Chairs	~\$7,500	Staff support and leadership for curriculum work
Administrative Assistant	~\$40,000	Alignment of needed admin asst support for two buildings of similar size and district level needs
Eliminate Middle School Principal	(\$95,000)	Reorganization of district administration
Eliminate ESC Communication Contract	(\$28,000)	Bring communication in house
RHS Math Retirement	(\$90,000)	Not replacing; staff reassignment per new structure
Total Savings:	(\$65,000)	Will be reflected in the May Forecast Submission



Considerations

Organizational Structure

- Realignment of administrative team to address district need for curriculum and communication leadership
 - ***Aligns with strategic plan vision areas***
- Promotes more equitable building administration, counseling, and administrative assistant configuration
 - increase of 1 administrative assistant for appropriate support ratio for both buildings
- Dean of Students and Counselor bridge the two buildings to create more equitable administrative and counseling support
- Work will be needed to maintain elements of middle school focus
 - Collaborative planning for implementation
 - Emphasis on unique middle school needs
 - Support structure for staff transition



Proposed District Organization Ratios

Administrator to student ratio

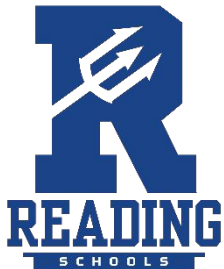
- RHS/RMS - 1 to 324.4 (~811 students, 2.5 admin)
- RES - 1 to 344.8 (~862 students, 2.5 admin)

Administrative Assistant to student ratio

- RHS/RMS - 1 to 405.5
- RES - 1 to 431

Guidance Counselor to student ratio

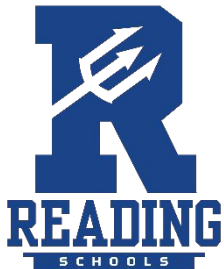
- RHS/RMS - 1 to 324.4 (+ Guidance Secretary)
- RES - 1 to 574.7



Considerations

Curriculum and Master Scheduling

- Leadership for K-12 curriculum alignment, assessment, course of study development, resource adoption and management
 - Future work to include course alignment/structure to support more efficient scheduling options
 - 7-12 scheduling model supports curriculum and programming accessibility
 - Restructure of electives/specials for middle grades (see chart)
 - Required and elective options in two periods
 - Decreases competition between programs (ex. Band)
 - Alignment of bell schedule - 7 periods
 - Staff teaching assignments to meet student needs
 - Number of sections needed for each course and allocating staff based on licensure
 - Promotes efficient and appropriate use of staff
 - ***New state requirements pending***
 - ***SB 1 - Financial Literacy course***
 - ***Progress/Gap Closing plan submitted to ODE by April 1***
 - ***Biennium Budget - Computer Science accessibility***
-



Specials/Electives - Proposed Configuration

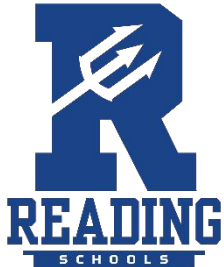
6th Grade	7th Grade Semester	7th Grade Full year (Electives)	8th Grade Semester (Electives)	8th Grade Full Year (Electives)
Art	Design and Modeling (PLTW-Great Oaks) - required	Band 7/8	Automation and Robotics (PLTW-Great Oaks)	Band 7/8
Music	Art (quarter) - required	Choir	General Music 7/8	Choir
PE	PE (quarter) - required	Academic Enrichment/SH	Art 7/8	Academic Enrichment/SH
Wellness	General Music 7/8 - elective		Health (HS)	Spanish I (HS)
Intro to Band			PE (HS)	French I (HS)
			Mock Trial (HS)	
			Info Tech (HS)	



Considerations

Sample 7th and 8th Grade Schedule

Bell	7th Grade	8th Grade**
1	Math	ELA
2	ELA	ELA
3	ELA	Robotics (1st); HS Health (2nd)
4	Band	HS Algebra I
5	Science	Science
6	Social Studies	HS Spanish I
7	Des/Mod (1st); Art/PE (2nd)	Social Studies



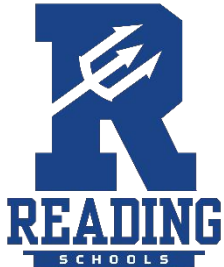
****8th grade sample schedule includes 2.5 high school credits**

New Programming - 2021-2022

Project Lead The Way - Great Oaks

- National STEM programming implemented in elementary, middle and high schools around the region, state, and country
- Collaboration with Great Oaks to determine program options, facility needs, staffing, and financial implications
- **Course recommendations for 2021-2022**
 - **7th grade required course**
 - **Design and Modeling**
 - **8th grade elective course**
 - **Automation and Robotics**
- Alignment with strategic plan and recent state budget mandates for computer science accessibility in upcoming years

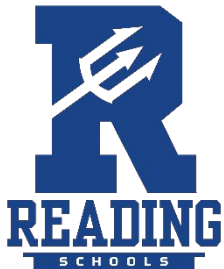
[PLTW Overview Video](#)



Considerations

Communication

- Dedicated RCCSD personnel to address insufficient current communication structure
- Available and accessibility for communication needs
 - District information
 - Crisis communication
 - Develop and implement comprehensive communication strategy
 - Support building communication needs
- Member of district leadership team and liaison to community
- ***Aligns with strategic plan vision area/action steps***



Timeline

Director of Curriculum and Communication

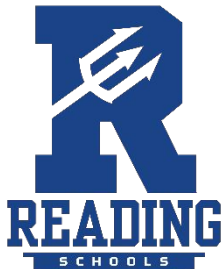
- Finalize job description
- Post week of February 22nd
- Interview week of March 1
- Recommendation for Board action March 17

Master Schedule

- Finalize elective/specials configuration
- Update Program of Studies to reflect 7-12 building
- Review Board work session March 3
- Recommendation for Board action March 17

Staffing

- Internally post preschool position Week of March 1
- Interview week of March 8
- Recommendation for Board action March 17
- Continue analyzing course/staff needs during master schedule process; recommendations to come as appropriate
- Administrative Assistant posting TBD



District Vaccine Schedule

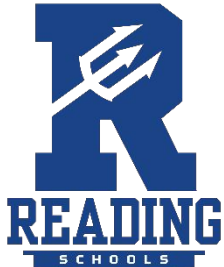
- **Reading Fire Department - District Partner**
- Off-duty paramedics administer vaccine
- Flexibility in scheduling dates for administration
- Provide on-site clinic rather than remote location for staff
- Moderna Vaccine - 28 days between 1st and 2nd dose

Vaccine Clinic #1 - Friday, February 19th 1:00-5:00

- Rescheduled from Feb. 16 due to snowstorm/calamity day
- Afternoon appointment times eliminate need for remote/calamity day for vaccine distribution

Vaccine Clinic #2 - Friday, March 19th 1:00-5:00

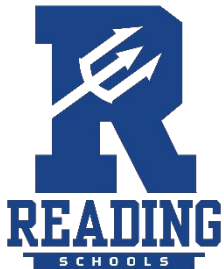
- Scheduled at 28 day required timeline
- Afternoon appointment times again eliminate need for remote/calamity day for vaccine distribution
- Friday vaccination eliminates need for remote/calamity day due to potential staffing issues from vaccine reactions



****Vaccine distribution will not require any loss of instructional time as originally anticipated**

RCCSD COVID-19 Reporting

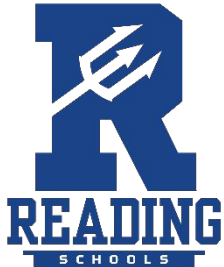
- County and regional metrics from HCPH updated January 20
<https://www.hamiltoncountyhealth.org/>
- Ohio Public Health Advisory System
<https://coronavirus.ohio.gov/wps/portal/gov/covid-19/public-health-advisory-system>
- District Dashboard weekly comparison
<https://www.readingschools.org/ourpages/auto/2021/1/20/10703936554224930798/RCCSD%20COVID%20UPDATE%201.20.21.pdf>



Reading Community City Schools Virtual Community Forum

District Reorganization Plan

February 23, 2021
5:30 p.m.



Community Chat Schedule

Superintendent and Treasurer Facilitated Community Meetings

<i>Community Forum:</i>	<i>Virtual</i>	<i>Thursday, Jan. 7</i>	<i>5:30 p.m.</i>	<i>Return to Full Time Learning Model</i>
Community Chat #13:	Virtual	Thursday, Jan. 14	4:00 p.m.	
Community Chat #14:	Virtual	Friday, Jan. 22	10:00 a.m.	
<i>Community Forum:</i>	<i>Virtual</i>	<i>Tuesday, Jan 26</i>	<i>5:30 p.m.</i>	<i>District Financial Review</i>
Community Chat #16:	Virtual	Monday, Feb 1	3:00 p.m.	
<i>Community Forum:</i>	<i>Virtual</i>	<i>Wednesday, Feb. 10</i>	<i>5:30 p.m.</i>	<i>SRTS/Strategic Plan/Calamity Days</i>
Community Chat #18:	Virtual	Thursday, Feb. 18	1:00 p.m.	
Community Forum:	Virtual	Tuesday, Feb. 23	5:30 p.m.	District Organization Plan
Community Chat #20:	Virtual	Tuesday, Mar. 2	7:30 a.m.	
Community Forum::	Virtual	Monday, Mar. 8	6:30 p.m.	District Finance Learning Series #2
Community Chat #22:	Virtual	Thursday, Mar. 18	3:30 p.m.	

