



**SUMMIT EDUCATIONAL SERVICE CENTER**  
**STRATEGIC PLAN: GOALS & ACTION STEPS**

	<p>technology, technology integration, and student data analysis</p> <p>4. Enhance current science, social studies, gifted, and special education/related services PD by to increase accessibility and responsiveness to needs of individual districts</p> <p>5. Provide ongoing proactive/timely/ topical information as part of superintendents’ meetings related to legislation, legal updates, grant opportunities, state and federal initiatives, instructional innovations, etc.</p> <p>6. Training for ESC staff in adult learning, presentation, and communicating with partners</p> <p>7. Identify potential resources in order to consider offering “symposium” annually</p> <p>8. explore opportunities and seek procurement of grants to support educational initiatives and collaborations with district partners</p>	<p>Fall 2016 then ongoing</p> <p>Same as above items</p> <p>2016-17, ongoing</p> <p>2016-17</p> <p>2016-2018</p>	<p>Same as above Item</p> <p>Superintendent with assistance from Directors and district Superintendents as needed</p> <p>Directors</p> <p>Superintendent, Treasurer, Directors</p> <p>Directors, and outside grant writers (<i>as may be needed</i>)</p>
<p><i>B. Financial</i></p> <p>Maximize financial efficiency &amp; clearly articulate how ESC funding works, how it affects each partner district, and options that districts have to use their fund allocations to access ESC services.</p>	<p>1. Provide overview of ESC funding at upcoming Superintendents’ meeting and/or treasurer meeting. Another option would be a station at an ESC “open house”</p> <p>2. Redesign the current “service plan” documents to provide more</p>	<p>February through April 2016</p> <p>February through March 2016</p>	<p>Superintendent &amp; Treasurer with Directors as may be needed</p> <p>Superintendent, treasurer, ESC departments</p>

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	<p>clarity including: free or low-cost core services; more detail about services that may be purchased through each ESC department; more detail on cost of such services; how funds set aside for districts may be accessed and applied.</p> <p>3. Provide districts with the option of billing three times per year rather than two. Add detail if desired by districts.</p> <p>4. Establish clear &amp; consistent practice related to estimating and billing partners for consultant preparation time.</p> <p>5. Increase speed and efficiency in serving districts by:</p> <ul style="list-style-type: none"> <li>• Adding a position in the treasurer’s office</li> <li>• Identifying &amp; implementing new software programs w/ awareness of compatibility with state systems</li> <li>• Refining internal procedures among and between departments</li> </ul> <p>6. Review all programs, processes, and operations for efficiency including pre-school consortium; TOPS, TALK, SCOPE, etc. and adjust as needed</p>	<p>Implement option for FY 2017</p> <p>Winter-spring 2016</p> <p>No later than fall 2016</p> <p>During calendar year 2016 and early 2017</p> <p>2016 -17, ongoing</p> <p>2016-17 and ongoing</p>	<p>Treasurer</p> <p>Directors, Superintendent, Treasurer</p> <p>Treasurer, Superintendent, HR</p> <p>Treasurer, HR, Business &amp; Technology</p> <p>Student Services Office, Treasurer, Superintendent, participating Districts</p> <p>Superintendent, Treasurer, departments as it may apply</p> <p>Superintendent, Directors, Treasurer</p>
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<p><i>C. Consortiums, &amp; Collaborations</i></p> <p>Identify and implement new collaborations and consortiums that will provide value and/or cost-benefits for partner districts &amp; analyze current ones for value and cost-efficiency.</p>	<ol style="list-style-type: none"> <li>1. Introduce new substitute teacher and classified staff collaboration opportunity for interested districts</li> <li>2. Reach out to other ESC's to explore ways we can collaborate and partner to complement each other's offerings for the benefit of districts in and around Summit County</li> <li>3. Analyze pre-school consortium to make sure it is meeting districts' needs instructionally and in regard to cost-efficiency; internal analysis and dialogue with districts</li> <li>4. Reinvigorate relationships and possible partnerships with universities</li> </ol>	<p>Introduce to districts in 2016</p> <p>Some explorations have begun, continue through 2016 and ongoing thereafter</p> <p>Analysis began fall 2015, continue through 2016</p> <p>2016-17 then ongoing</p>	<p>Superintendent, HR Director &amp; other directors as needed</p> <p>Superintendent, Treasurer, departments, neighboring ESCs</p> <p>Student Service Department, Superintendent, Treasurer</p>
<p><i>D. Communications</i></p> <p>Develop a clear and consistent communications strategy designed to better communicate available services to partner districts, staff, and potential new partners.</p>	<ol style="list-style-type: none"> <li>1. Host an "open-house" for partner districts to meet with departments to gain a better understanding of what the ESC has to offer</li> <li>2. Update website by modernizing its "look," simplifying navigation; clearly highlighting key programs, services, and scheduled events; and increasing access for directors to post content on web site and other social media channels</li> </ol>	<p>Winter-spring 2016</p> <p>Begin winter 2016 full implementation by fall 2016</p>	<p>All departments with the assistance of internal and external communications specialists</p> <p>Tech departments and other parties listed above</p>

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	<p>3. Prepare quarterly email “magazine” update to employees, partner districts and districts in nearby counties</p> <p>4. Prepare bi-annual paper catalogue of available services and programs that individuals can pick-up</p> <p>5. Increase use of social media</p> <p>6. Enhance internal communication and collaboration via cross-training, streamlining of interdepartmental processes, etc.</p> <p>7. Identify additional strategies that will help us communicate more effectively with our partners &amp; staff</p> <p>8. See item A.6.</p>	<p>Has already begun, continue per schedule</p> <p>1<sup>st</sup> edition by fall 2016, ongoing</p> <p>Winter 2016- Fall 2016 then ongoing</p> <p>Same as above item</p> <p>Same as above</p>	<p>Same as item #1 above</p> <p>Same as item #1 above</p> <p>Same as #1 above</p> <p>All departments w/possible assistance of external partners</p> <p>Same as # 1 above</p>
<p><i>E. ESC Stability &amp; Growth</i></p> <p>Maintain partnerships with current districts and identify opportunities to attract additional partners.</p>	<p>1. While keeping the needs of our current partner districts our main focus, reach out to other districts to create and grow partnerships in areas where we can meet their needs:</p> <ul style="list-style-type: none"> <li>• Enhanced substitute staffing program</li> <li>• Leadership programming</li> <li>• Enhanced staff recruiting program for ESC, districts, others as needed</li> </ul> <p>3. Identify other public and private organizations that can benefit from</p>	<p>Ongoing</p> <p>2016-2017</p> <p>FY 2017</p> <p>FY 2017-18</p> <p>FY 16 and 17, ongoing</p>	<p>Superintendent, Directors, consultants</p> <p>HR and Business/Technology Departments</p> <p>ESC Superintendent, Directors, private contractors, affiliated superintendents</p> <p>HR department</p> <p>Superintendent, departments, consultants as may be appropriate, Stark, medina, and Cuyahoga ESCs</p>

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	<p>services that we have to offer (ex. health care, DD, etc.)</p> <p>4. Focus on consistent “culture of cooperation” to meet both internal &amp; external needs, i.e. “can-do” approach and response to challenges</p>	<p>2016-17 then ongoing</p>	<p>Superintendent, Treasurer, directors, Supervisors, and consultants as needed</p>
<p><i>F. Facilities</i></p> <p>Develop a short and long-term plan for the ESC facility as well as other facilities we utilize or may utilize.</p>	<p>1. Facelift, improvements and general maintenance for the ESC facility including but not limited to:</p> <ul style="list-style-type: none"> <li>• Determine viability of new computer lab or appropriate alternatives and complete as appropriate</li> <li>• Office privacy where applicable</li> <li>• Cosmetic upgrades as needed including SST/curriculum wing, office areas, additional cosmetic and functionality improvements to the event center</li> </ul> <p>2. Work with districts to identify options for possible relocation of the Opportunity School and/or other programs located in Tallmadge if the building is sold</p> <p>3. Consider options for additional space for programs that appear to be growing such as audiology; Kids First, etc.</p>	<p>Began fall 2015, develop on going plan for FY 17-18</p> <p>Winter-spring 2016</p> <p>FY 17 &amp; FY 18 as prioritized</p> <p>FY 17 through FY 18</p> <p>FY 17 and 18</p> <p>FY 17-18</p>	<p>Facilities &amp; Tech department</p> <p>Facilities Director, Superintendent, partner districts, applicable departments</p> <p>Same as above item</p>