

**Athens Area School  
District**

# Memo

**To:** Athens Area School Board of Directors  
**From:** Craig Stage, Superintendent AASD  
**Date:** 9.12.2017  
**Re:** Superintendent Goals for 2017-2018

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Dear Board of Directors,

The Pennsylvania School Code provides as follows: The Superintendent shall be the chief administrative officer and chief instructional officer of the Board of Education and the School District, and shall be responsible for the execution of all actions of the Board, the administration and operation of the public school system subject to the policies of the Board, and the supervision of all matters pertaining to instruction in all the schools under the direction of the Board.

The annual performance standards mutually established by the Athens Area School District and the Superintendent and set forth in the Superintendent's Contract are as follows:

**Student Growth and Achievement**

Superintendent shall use multiple data sources to assess student success and growth as appropriate, specific to needs within the School District and as determined annually in collaboration with the Board. Annual or other School District performance objectives are articulated and clearly achieved under the direction of the Superintendent relative to achievement and growth on PDE required assessments including, but not limited to, PSSA, Keystone Exams, PVAAS, attrition rates or graduation rates, and other locally determined measures.

### **Organizational Leadership**

Superintendent shall work collaboratively with the Board to develop a vision for the School District, display an ability to identify and rectify problems affecting the School District, work collaboratively with School District administration to ensure best practices for instruction, supervision, curriculum development, and management are being utilized, and work to influence the climate and culture of the School District.

### **School District Operations and Financial Management**

Superintendent shall manage effectively, ensuring completion of activities associated with the annual budget, oversee distribution of resources in support of School District priorities, and direct overall operational activities within the School District.

### **Communication and Community Relations**

Superintendent shall communicate with and effectively engage the staff, the Board, and members of the community, clearly articulate School District goals and priorities, address local and broader issues affecting the School District, and build support for School District initiatives, programs, and short/long-range plans.

### **Human Resource Management**

Superintendent shall incorporate best practices for human resource management and oversight and coordinate staffing, recruitment, and other human resource functions.

### **Professionalism**

Superintendent shall model professional decision making processes and ethical standards consistent with the values of Pennsylvania's public education system as well as that of the community. Superintendent shall additionally work to individually reflect upon his effectiveness within the role, and work to improve effectiveness through the use of professional development literature and activities.

**For your review and consideration, I look to address the above performance objectives through the following initiatives:**

- Increase interventions and remediation's for students who need it most before, during, and after school.
- Develop PLC's focused on data driven decisions that drive effective instructional practices.
- Create a long range and comprehensive strategic plan – WILDCAT 2025
- Develop vertical programs that develop 21<sup>st</sup> century skills in our students.
- Investigate later start times for students to improve student learning and performance.
- Redesign the Hiring Process for all administrative, professional, and support staff.

- **Update and revise the Emergency Operation Plan to incorporate A.L.I.C.E safety and security strategies.**
- **Offer more Professional Development opportunities for the Board of Education Directors and Administrative staff in an effort to support the community and learning environment**
- **Continue to look for operational efficiencies and to develop fiscally responsible budgets that do not unnecessarily burden our local community. i.e.; develop a budget at or below the ACT 1 index.**
- **Improve community relations through a focused effort to meet with all stakeholders to address local and broader issues affecting the district.**
- **Communicate district and school successes effectively through a variety of mediums with students, parents, community and staff.**

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Craig Stage". The signature is fluid and cursive, with the first name "Craig" being more prominent than the last name "Stage".

**Craig Stage  
Superintendent  
Athens Area School District**