



# **The Education Cooperative**

## **Strategic Plan**

**2022 – 2027**

Updated September 13, 2024

*Together we create more possibilities.*

## Goals and Objectives

### 1. Student Achievement Goal:

*To enhance and expand learning opportunities to meet the diverse needs of all students.*

- 1.1. To collaborate on data collection from a variety of sources to analyze and to design instructional programs to meet the diverse needs of all students.
- 1.2. To develop new opportunities for students by expanding existing and seeking new community relationships.
- 1.3. Create a Professional Development Plan that is specific to each program.

### 2. Professional Development Goal:

*To create innovative learning opportunities for K-12 students and educators.*

- 2.1: To sustain existing successful programs while examining areas for improvement and implementing appropriate updates.
- 2.2: To expand opportunities that promote educator growth which positively impacts students.
- 2.3 Maintain and expand services for TEC member and non-member districts.

### 3. Operations Goal:

*Improve our ability to provide proactive support to TEC programs.*

- 3.1 To evaluate and update (as needed) our operational systems to improve efficiency & eliminate redundancy.
- 3.2 To improve communications within the organization.
- 3.3 To provide & maintain a safe cost-effective infrastructure that supports all aspects of TEC.
- 3.4 To assess member district needs and continue to adapt programs and services to support them.

Action Plan Form: **TEC Campus School**

Date: 7/1/24

**Goal # 1: To enhance and expand learning opportunities to meet the diverse needs of all students.**

**Objective 1.1 : To collaborate on data collection from a variety of sources to analyze and to design instructional programs to meet the diverse needs of all students.**

Action Steps (2024-2025)	Person(s) Responsible	Begin Date	Completion Date	Notes
1. Reposition classroom teachers as the leaders of their integrated, collaborative classroom-based team with clear structures, processes, and outcomes for bi-weekly meetings.	Program Director Assistant Program Director	9/1/24	6/30/25	
2. Implement new Readtopia curriculum and other new resources (e.g. AI Learners for Math). a. Designate time for exploring and implementing new curriculum. b. Provide additional support for newer teachers (Literacy Specialist, Readtopia teacher trainers)	Program Director Assistant Program Director SLPs, Literacy Specialist, Teachers	9/1/24	6/30/25	
<b>Indicators of Accomplishment:</b> <ul style="list-style-type: none"> <li>Team Time Agendas with clear action plans and tracked accomplishment of tasks. Monthly check-ins with teachers and therapists on Team Times.</li> <li>Daily implementation of Readtopia curriculum and progress monitoring in classrooms.</li> </ul>				

Action Plan Form: **TEC Campus School**

Date: **7/1/24**

**Goal # 1: To enhance and expand learning opportunities to meet the diverse needs of all students.**

**Objective 1.2 : To develop new opportunities for students by expanding existing and seeking new community relationships.**

Action Steps (2024-2025)	Person(s) Responsible	Begin Date	Completion Date	Notes
1. Ensure at least weekly classroom and community-based instruction in all areas of community access for students age 14+.	Program Director Assistant Program Director Nurse Leader Transition Teachers	9/1/24	6/30/25	
2. Increase community access and vocational experiences for students (ages 14+) by identifying and implementing at least 3 new job sites.	Assistant Program Director Transition Teachers	9/1/24	6/30/25	
3. Support TEC's member and partner districts by increasing the capacity of TCS's early childhood program.	Program Director	7/1/24	10/1/24	
<b>Indicators of Accomplishment:</b> <ul style="list-style-type: none"> <li>Weekly community access log for students ages 14+ (unless medically not able)</li> <li>Three new vocational sites will begin by March 2025.</li> <li>Enrollment data for early childhood program</li> </ul>				

Action Plan Form: **TEC Campus School**

Date: **7/1/24**

**Goal # 1: To enhance and expand learning opportunities to meet the diverse needs of all students.**

**Objective 1.3 : Create a Professional Development Program that is specific to each program.**

Action Steps (2024-2025)	Person(s) Responsible	Begin Date	Completion Date	Notes
1. Provide time and funding during the summer for two teachers to become Readtopia Teacher Trainers.	Program Director Assistant Program Director	7/1/24	6/30/25	
2. Provide at least monthly training and support during early release for implementation of Readtopia Curriculum, led by Teacher Trainers, Readtopia Implementation Personnel and/or Literacy Specialist.	Program Director Assistant Program Director Teacher Trainers Literacy Specialist	9/1/24	6/30/25	
3. Support staff with development of knowledge and skills needed to implement the new IEP.	Program Director Assistant Program Director Consultant			
<b>Indicators of Accomplishment:</b> <ul style="list-style-type: none"> <li>● PD Agenda time designated for Readtopia at least monthly with support provided by Teacher Trainers, Readtopia Implementation Support Personnel, and/or Literacy Specialist.</li> <li>● Observed implementation of new curriculum during classroom walkthroughs.</li> <li>● PD Agenda time and Team Time Agenda time allotted to development of new IEPs.</li> <li>● New IEP in use by teachers and related service providers</li> </ul>				

Action Plan Form: **TEC High School**

Date: **7/1/24**

**Goal # 1: To enhance and expand learning opportunities to meet the diverse needs of all students.**

**Objective 1.1: To collaborate on data collection from a variety of sources to analyze and design instructional programs to meet the diverse needs of all students.**

Action Steps (2024-2025)	Person(s) Responsible	Begin Date	Completion Date	Notes
1. Redesign the structure and schedule for our Academic Time Management time (ATM) to allow for daily intervention across subject areas and to prevent instructional gaps.	Principal	9/1/24	6/30/25	
2. Assess the evolving landscape of district internal programs and gather actionable insights to increase TEC High School Enrollment	Principal Director of Student Services	10/1/24	5/31/25	
<ul style="list-style-type: none"> <li>• Articulated ATM schedule and model</li> <li>• Increase in percentage of students successfully completing assignments</li> <li>• Analysis of referral data from 2022-present</li> <li>• Visits to member districts</li> <li>• Focus groups and surveys with out-of-district coordinators and student service directors</li> <li>• Recommendations for program adjustments</li> <li>• Increased enrollment</li> </ul>				

Action Plan Form: **TEC High School**

Date: **7/1/24**

**Goal # 1: To enhance and expand learning opportunities to meet the diverse needs of all students.**

**Objective 1.2: To develop new opportunities for students by expanding existing and seeking new community relationships.**

Action Steps (2024-2025)	Person(s) Responsible	Begin Date	Completion Date	Notes
1. Expand the partnership with Best Buddies to enable all students in grades 11 and 12 to engage in a meaningful job shadow experience and/or internship.	Principal, Special Education Liaison	9/1/24	5/31/25	
2. Each student in grades 11 and 12, will, with coaching support, identify and secure a personal community service placement that aligns with their interest and skills, committing to at least 30 hours of service to positively impact their community.	Principal	9/1/24	6/30/25	
<b>Indicators of Accomplishment:</b> <ul style="list-style-type: none"> <li>● Increase in the number of 11th and 12th grade students participating in meaningful job shadow experiences or internships with at least 75% of eligible students completing at least one job shadow or internship by the end of the year.</li> <li>● At least 85% of the 11th and 12th grade students successfully report completing a minimum of 30 hours of community service, with documented reflections on their experiences and the impact they made on the community by the end of the year.</li> </ul>				

Action Plan Form: **TEC High School**

**Goal # 1:** To enhance and expand learning opportunities to meet the diverse needs of all students.

**Objective 1.3:** Create a Professional Development Plan that is specific to each program.

Action Steps (2024-2025)	Person(s) Responsible	Begin Date	Completion Date	Notes
1. Support staff with development of knowledge and skills needed to implement the new IEP.	Principal SPED Teacher Consultant	9/1/24	6/30/25	
2. Continue the process of curriculum mapping, with a focus on grade 11 core academic classes (ELA 11. Algebra II, Anatomy/Physiology 11, and US History II.	Principal Teacher Teams	10/23/24	6/14/25	
<b>Indicators of Accomplishment:</b> <ul style="list-style-type: none"> <li>Completed curriculum maps in ELA, Math, Science, and History for grade 11</li> <li>Ongoing feedback from staff</li> <li>New IEP in use by teachers and related service providers</li> </ul>				



Action Plan Form: **TEC Academy**

**Goal # 1: To enhance and expand learning opportunities to meet the diverse needs of all students.**  
**Strategic question: what are the desired learning outcomes for TAP students?**

**Date: 7/1/24**

**Objective 1.1: To design instructional programs to meet the diverse needs of all students.**

Action Steps (2024-2025)	Person(s) Responsible	Begin Date	Completion Date	Notes
1. Redesign the schedule at Phoenix in order to: facilitate the creation of effective instructional groups with access to appropriate coursework, implement community and group meetings, and provide consistency and predictability.	Program Director Asst. Program Director	7/1/24	6/30/25	
2. Clarify and refine with staff the program structures and strategies for meeting the social/emotional needs of students (e.g. CPS, Power School, advisory, community and group meetings).	Director of Student Services Program Director Asst. Program Director	7/1/24	6/30/25	
3. Identify and implement K-2 curriculum in core subject areas and SEL.	Program Director Elementary Program Coordinator	8/1/24	6/30/25	
<b>Indicators of Accomplishment:</b> <ul style="list-style-type: none"> <li>Articulated master schedule based on identified instructional groups.</li> <li>Implementation of consistent community and group counseling meetings with articulated structure.</li> <li>Periodic reflection with K-2 staff about curriculum implementation.</li> <li>K-2 student progress data monitoring.</li> </ul>				

Action Plan Form: **TEC Academy**

**Goal # 1: To enhance and expand learning opportunities to meet the diverse needs of all students.**

**Date: 7/1/24**

**Objective 1.2: To develop new opportunities for students by expanding existing and seeking new community relationships.**

Action Steps (2024-2025)	Person(s) Responsible	Begin Date	Completion Date	Notes
1. Implement referral process for new K-2 Elementary Behavioral Program with a goal of enrolling 2-3 students by mid-Fall and 6 students by June.	Director of Student Services Program Director Elementary Program Coordinator	8/1/24  8/1/24	6/30/25  10/31/25	
2. Develop and implement a plan for communicating with districts about the launch of the new program, profile of students it serves, and the program's academic and therapeutic approach.	Executive Director Director of Student Services	4/1/24	6/30/25	
3. Evaluate K-2 Program student referral data and profiles to inform program development and future staffing needs (e.g. related services, grades served, etc.)	Director of Student Services Program Director			
<b>Indicators of Accomplishment:</b> <ul style="list-style-type: none"> <li>Enrollment of 2-3 students by mid-Fall and 6 students by June</li> <li>Analysis of student referral data</li> <li>Student behavior data</li> </ul>				

Action Plan Form : [TEC Academy](#)

Goal # 1: To enhance and expand learning opportunities to meet the diverse needs of all students.

Date: 7/1/24

Objective 1.3: Create a Professional Development Plan that is specific to each program.

Action Steps (2024-2025)	Person(s) Responsible	Begin Date	Completion Date	Notes
3. Provide professional development for staff in Collaborative Proactive Solutions in order to increase capacity to support positive behavior and therapeutic needs.	Asst. Program Director Consultant	7/1/24	10/31/24	
4. Support staff with development of knowledge and skills needed to implement the new IEP.	Program Director SPED Teacher Consultant	9/1/24	6/30/25	
<b>Indicators of Accomplishment:</b> <ul style="list-style-type: none"><li>• New IEP in use by teachers and related service providers</li><li>• Evidence of CPS model in use</li><li>• Student behavior data</li></ul>				

Action Plan Form: **Professional Development**

**Goal # 2: To create innovative learning opportunities for PreK-12 students and educators.**

**Date: 7/1/24**

**Objective 2.1: To sustain existing successful programs while examining areas for improvement and implementing appropriate updates.**

Action Steps (2024-2025)	Person(s) Responsible	Begin Date	Completion Date	Notes
<ol style="list-style-type: none"> <li>1. To institutionalize a process for evaluating the effectiveness of TEC professional development offerings, including pre and post assessments of courses, workshops, and PD groups.</li> <li>2. To actively assess needs and provide training and high quality professional learning for TEC staff members.</li> <li>3. Expand TEC's communication and marketing strategies (newsletter, new website, blog)</li> <li>4. Broaden TEC's internship program to include a field study option for younger students.</li> </ol>	Professional Development Coordinator  Innovative Learning Coordinator, Professional Development Coordinator, Career Exploration Coordinator Manager of Online Enrollment Services  TEC Program Directors	9/1/24	Ongoing	
<b>Indicators of Accomplishment:</b> <ul style="list-style-type: none"> <li>• Qualitative and quantitative growth noted through evaluations and pre and post assessments</li> <li>• Conduct at least 2 more PD focus groups at remaining TEC districts</li> <li>• Run at least 2 workshops/trainings as a result of staff reflections</li> <li>• Pilot Constant Contact and the new website to help determine areas of PD interest and best communication options</li> <li>• Continued and/or increased participation in group, satisfaction with experience, leadership and contributions to TEC from participants</li> </ul>				

**Goal # 2: To create innovative learning opportunities for K-12 students and educators.**

**Date: 7/1/24**

**2.2: To expand opportunities that promote educator growth which positively impacts students.**

Action Steps (2024-2025)	Person(s) Responsible	Begin Date	Completion Date	Projected Expenses
<p>1. Create and implement professional learning opportunities that focus on educator rejuvenation.</p> <ul style="list-style-type: none"> <li>Continue Education Rejuvenation PLC to explore how we define, initiate, and sustain rejuvenation and support for ourselves and others in the teaching profession.</li> <li>Launch cross-district “Iterative Educator” group to encourage quick cycles of innovation and improvement.</li> <li>Provide at least 2 short workshops that provide strategies that help teachers increase efficiency and manage workload.</li> </ul>	<p>Director of Professional Learning and Leadership,</p> <p>Innovative Learning Coordinator,</p> <p>Professional Development Coordinator</p>	9/1/24	Ongoing	
<p><b>Indicators of Accomplishment:</b></p> <ol style="list-style-type: none"> <li>Sustained participation in the Education Rejuvenation PLC</li> <li>Successful recruitment and launch of “Iterative Educator” group</li> <li>Examples of high-quality cycles of iteration</li> <li>Feedback from workshops</li> </ol>				

Action Plan Form: **Professional Development**

Goal # 2: To create innovative learning opportunities for K-12 students and educators.

Date: 7/1/24

Objective 2.3 Maintain and expand services for TEC member and non-member districts.

Action Steps (2024-2025)	Person(s) Responsible	Begin Date	Completion Date	Projected Expenses
<ol style="list-style-type: none"> <li>Expand job alike groups in response to district feedback (e.g. Special Ed, Literacy Directors, Specialists/Coaches, Science Coordinators)</li> <li>Broaden counselor job alike group to include job specific professional development</li> <li>Build upon career exploration online resources for students via the updated website</li> <li>Inform member districts regarding online courses to support students (TECCL); encourage districts to access this resource</li> <li>Share the new TEC website with all TEC contacts to provide expanded information about TEC services (e.g. Regis Partnership, expanded career services, etc.)</li> </ol>	<p>Director of Professional Learning and Leadership Innovative Learning Coordinator Professional Development Coordinator Career Exploration Coordinator Manager of Online Enrollment Services</p> <p>TEC Program Directors</p>	9/1/24	Ongoing	
<b>Indicators of Accomplishment:</b> <ol style="list-style-type: none"> <li>Active participation in Job-Alike meetings as noted in agenda and communication</li> <li>Revision of Counselor Job-Alike group agenda to focus on professional learning needs</li> <li>Participation rates in Field Study and Internship programs</li> <li>Increased enrollment in professional learning workshops, courses, and webinars</li> <li>Evidence of increased TEC website searches</li> </ol>				

Action Plan Form: **Finance & Operations**

**Goal # 3: Improve our ability to provide proactive support to TEC programs.**

**Date: 7/1/24**

**3.1 Objective: To evaluate and update (as needed) our operational systems to improve efficiency and eliminate redundancy.**

Action Steps (2024-2025)	Person(s) Responsible	Begin Date	Completion Date	Projected Expenses
1. After completing a needs assessment, automate the purchasing system using Docuware.	Dir. of Finance and Operations	10/1/24	11/30/24	\$5K
2. Providing training for leadership staff on the automated in-house purchasing system.	Dir. of Finance and Operations	1/1/25	2/1/25	None
3. Develop a plan, that mitigates system downtime and maintains the integrity of the accounting data, to migrate the current Microsoft Dynamics accounting software to a new server, with a targeted implementation in July, 2025.	Dir. of Technology	10/1/24 (Planning)	12/1/24	\$15K
<b>Indicators of Accomplishment:</b> <ol style="list-style-type: none"> <li>Written flowchart of in-house purchasing process and completion of the automated system.</li> <li>Training document for leadership staff and completed training on the automated system. Implementation of the automated system.</li> <li>Written assessment of possible solutions, written migration plan with identified vendor.</li> </ol>				

Action Plan Form: **Finance & Operations**

**Goal # 3: Improve our ability to provide proactive support to TEC programs.**

**Date: 7/1/24**

**Objective 3.2: To improve communication within the organization**

Action Steps (2024-2025)	Person(s) Responsible	Begin Date	Completion Date	Projected Expenses
1. Complete staff evaluations for Finance and Operations leadership staff that includes the Director of Technology, Human Resources Manager, and the Facilities Manager by December 30, 2024.	Dir. of Finance and Operations	10/1/24	12/30/24	None
2. Establish an Executive Director Advisory Committee with representatives from each program/department to promote two-way communication between Central Office and TEC staff.	Executive Director	9/1/24	5/1/25	None
3. Create clear communication protocols around HR functions, such as staff absences, PTO, LOAs, and accommodations.	HR Manager Program Directors	8/1/24	1/31/25	None
<b>Indicators of Accomplishment:</b> <ul style="list-style-type: none"> <li>Completed evaluations</li> <li>Agendas and notes from Advisory Committee</li> <li>Written protocols and standardized written communications</li> </ul>				



Action Plan Form: **Finance & Operations**

**Goal # 3: Improve our ability to provide proactive support to TEC programs.**

**Date: 7/1/24**

**Objective 3.3: To provide and maintain cost-effective infrastructure that supports all aspects of TEC.**

Action Steps (2024-2025)	Person(s) Responsible	Begin Date	Completion Date	Projected Expenses
1. Develop a migration plan of the current firewall to ensure a secure computing environment by replacing or upgrading the current firewall.	Dir. of Technology	10/1/24	11/30/24	
2. Assess the current condition of the door access hardware and software at the Mansion Drive campus and upgrade or replace, as needed.	Dir. of Technology	10/1/24	11/30/24	
3. Complete outstanding projects at the Robbins Rd. campus (e.g. installation of security cameras, swipe card access, etc.)	Dir. of Finance and Operations Facilities Manager Dir. of Technology	9/1/24	6/30/25	
<b>Indicators of Accomplishment:</b> <ul style="list-style-type: none"> <li>Outline key steps, timelines, cost, and risk management for smooth transition.</li> <li>Engage 3+ vendors and analyze options based on cost, functionality, and timing and select vendor based on identified criteria.</li> <li>Completion of punch list of continuing facility needs of Robbins Rd. and/or identify costs and timelines for outstanding items.</li> </ul>				