



LANSING SCHOOL DISTRICT
2015-16 ANNUAL REPORT





Lansing[®]
School District

Family

CARING · COLLABORATION · EXCELLENCE



Superintendent's Report

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A Message From The Superintendent




Yvonne Caamal Canul
Superintendent

Dear Lansing School District Family:

ON BEHALF OF THE ENTIRE LANSING SCHOOL DISTRICT FAMILY, I WANT TO THANK THE VOTERS OF LANSING WHO SUPPORTED OUR LANSING PATHWAY PROMISE BOND PROPOSAL ON MAY 3, 2016. THIS IS NOT ONLY A DEFINING MOMENT IN THE HISTORY OF OUR SCHOOL DISTRICT, BUT OF OUR CITY AND OUR REGION. YOU CAN'T IMAGINE HOW WONDERFUL IT IS FOR OUR STUDENTS AND STAFF TO KNOW THAT THIS COMMUNITY BELIEVES IN THEM WITH THIS CLEAR MANDATE IN SUPPORT OF THE LANSING PATHWAY PROMISE!

LANSING IS A GREAT PLACE TO LIVE, WORK, AND LEARN!

I am sure there will be many questions about the timing of construction for this massive and exciting bond project. As we work in partnership with C2AE and The Christman Company, we will keep you apprised with the latest construction time-lines and upgrades via various communication outlets. The majority of the bond project will take place over the next three years. Updates will be posted on our Lansing Pathway Promise website: www.lansingpathwaypromise.net and we'll also provide monthly updates at our PCAC meetings as well as on our district Facebook page.

In April we co-sponsored another very successful Promise Scholarship fund raising event with our partner Earvin "Magic" Johnson who brought his friends, Earth, Wind, and Fire to the Lansing Center for a special evening. Promise scholars (our students) spoke to the audience of over 1200, I had a chance to give a district update, Kellie Dean spoke on behalf of Promise, and Tom Izzo, Denzel Valentine and Bryn Forbes introduced our guest, Magic Johnson. It was another great event - can't wait to see how we top it next year!

Not resting though, we have lots going on to get ready for another great school year! We've kept our students engaged in exciting learning activities all summer long by partnering with terrific community organizations in order to offer our students both enrichment and academics. No other school district has this many options for summer engagement!

This fall, we'll be launching the Office of School Culture housed at Wainwright which will be responsible for promoting positive behavior support programs, addressing training in culturally-responsive interventions,

and working with our students and their families to create learning environments of caring and collaboration that we all want for our community. We are also establishing the first ever District Welcome Center at the Elmhurst Community Learning site where families can enroll their children in any one of the many district schools and programs and get first hand answers to their questions.

We're busy gearing up for implementation of the Lansing Pathway Promise - while it might be a couple of years before it's fully implemented, we're starting right now with an Early College at Sexton High School in collaboration with Ferris State University. Now our students can earn college credit while attending high school!

So you can see that we have turned the corner on our path to excellence and are moving in a positive direction with increased graduation rates, money in our rainy day fund, exemplary audits, higher rates of student achievement, lower suspension rates, and now an educational plan that is gaining national attention.

We now have an all-district choir and next year we'll add an all-district band for 4th - 6th graders. We have a new pool at Hill, improved athletic facilities at Sexton and Everett, and we'll continue to upgrade our facilities with the remaining dollars in the sinking fund. Our Board of Education is deeply committed to its vision of caring, collaboration, and excellence. It's a great time to be a member of the Lansing School District Family!

Again, thank you for your support! Our students deserve the best from us!

Organizational Chart

for the 2016-17 School Year

Board of Education

Board Secretary
Janelle Coe

External Communications
Bob Kolt, Kolt PR

Superintendent/CAO
Yvonne Caamal Canul

Operations Division

Marketing & Communications

Executive Assistant
Janelle Coe

Chief of Operations
Teresa Szymanski

Information Manager
Eldon McGraw

Marketing/Recruitment
Ashley Pendergast

Channel 21
Cathy Goven, TC Mingus

Print and Copy Center
Susan Cater, Melony Fronckel

Instructional Division

Deputy Superintendent
Mark Coscarella, Ed.D.

Director of Operations
Jon Laing

Director of Financial Services
Kim Sleight Adams (LASA)

Director of Technology
Joan Sawyer (LASA)

Director of Public Safety
Cordelia Black (LASA)

Human Resources

Executive Director for School Improvement
Ben Botwinski

School Improvement, Special Populations, PACE/DATA, Curriculum, Assessment, PCAC, and Priority Schools

Executive Director for School Culture
Karlín Tichenor, Ph.D.

SAP/BIMs
CRPBIS
Student Services

Executive Director for Student Learning
Delsa Chapman

K-12, Magnet, CTE, Pathway Promise, Graduation, Jr. Board, Insights, IAF, Special Education

Assistant Director for Student Learning
Camela Diaz

Director of Special Education
Lori Abbott-Smith

The Instructional Division

of the Lansing School District

The Instructional Division of the Lansing School District continually strives for excellence in teaching and learning while promoting a positive school culture. Our focus on developing partnerships with other educational organizations and local businesses to enhance the Lansing Pathway Promise is a centerpiece of our work so that ALL students will be truly Career and College ready.

The mission of the Instructional Division is to provide excellent educational opportunities for ALL students in a safe and nurturing 21st century learning environment. To accomplish this mission, we have established an innovative initiative that focuses on improving instructional practices; developed a coherent curriculum with our Pacing Guides; increased in-school time by reducing suspensions; developed alternatives for credit recovery so that students can graduate on time and with their peers; implemented a comprehensive professional development framework using "late-start" Wednesdays; provided Culturally Responsive Positive Behavior Intervention Support to all of our schools; maximized our state and federal resources by focusing on improving our priority schools; implemented formative assessments to provide real-time data for our teachers; promoted art, music, and athletics throughout the district; and, worked collaboratively with our community to forge partnerships that will offer our students unique educational opportunities. Our work in designing and implementing the Lansing Pathway Promise is just beginning, but by offering our students educational options that engage their interest in learning and by providing our staff with the needed resources to create 21st century learning, Lansing School District students will be well prepared for lifelong learning and successful futures.



Elementaries, Middle Years, & Academies

Contributing to Caring, Collaboration and Excellence

- Created and implemented Late-Start Wednesdays,
- Worked with LSEA to reconfigure the school year calendar,
- Created and organized the K-3 Summer Program with seven community partners (Potter Park, Fenner Arboretum, Woldumar, Impression 5, YMCA, Happendance, and REACH Art Studio),
- Responded to parent phone calls and requests in a timely manner to resolve issues,
- Participated in the Professional Council,
- Supervised and completed evaluations of Elementary Principals,
- Member of the Magnet Programs Advisory Council,
- Facilitated the partnership with the City of Lansing, MSUFCU, and the LSD to implement and increase school participation in the SAVE Program for our kindergartners,
- Worked with MSU to implement the Lucas Foundation Project in the district,
- Worked in partnership with the

Department of Innovative Arts and Fitness team to bring the following programs to the Lansing School District:

- Partnership with the Lansing Symphony Orchestra highlighting our fourth graders playing recorders with orchestra at Wharton Center,
- REACH Art Studio working with fifth graders on the theme "Music and Me,"
- Eli and Edythe Broad Museum working with third graders,
- After school Art classes taught by the Lansing Art Gallery,
- Expanded Ukulele classes for 4-6 students,
- Guitars in the classroom for teachers,
- MSU Hip Hop Dance Club,
- Partnered with JiveOneSeven with a fundraiser for the arts program,
- Provided an Art Summer School for fifth graders,
- Worked with CMU to implement Excellence in Education in the district.

Improving Student Achievement

- Adopted a new math series kindergarten through Algebra II (Go Math),
- Continued iCollaborate work collecting classroom/teacher data, analyzing the data, and coaching Building Leadership Teams to move results/initiatives/achievement forward,
- Completed Instructional Rounds in all assigned schools with the principals,
- Participated in monthly meetings with principals to discuss issues and share best practices,
- Facilitated a monthly Principal Support Group open to all principals, but aimed at new principals to mentor and problem solve issues,

- Worked with the Department of Innovative Arts and Fitness teachers to complete art, music, and physical education lessons that meet the Common Core State Standards, distributed to all elementary teachers, created community partners to enhance and support art, music, and physical education curriculum,
- Assisted in providing Professional Development for our teachers once a month,
- Provided the opportunity for building principals to attend the State MEMSPA Conference,
- Collaborated with others to implement the Go-Math series.

Reconfiguring the District

- Reinstated the Art, Music, and Physical Education specialists into the elementary buildings for the dual purpose of releasing teachers by grade level for professional learning discussions, and at the same time students receive instruction by a certified specialist. Each child received art, music, and physical education classes four times during this school year,
- Worked collaboratively with the Instructional Division, Human Resources, and building principals on implementing the teacher evaluation process,
- Worked collaboratively with the Instructional Division and Human Resources on implementing the new Administrator Evaluation process,
- Collaborated with the Magnet program to ensure smooth implementation,
- Developed a Late Start Wednesdays Initiative to be implemented for the 2015-16 school year, working collaboratively with LSEA leadership,
- Developed partnerships with all of the Lansing Parks and Recreation staff/ facilities for our students to attend on Late-Start Wednesdays,
- Worked collaboratively with Dean Transportation and Operations to resolve issues, and continue to build a strong partnership to meet the needs of both organizations throughout the year, and plan for 2016-17,
- Supervised Student Services and the Office of Pupil Accounting.

Streamlining the Budget

- Currently sharing an administrative assistant,
- Organized professional development for teaching staff,
- Supervised the Department of Innovative Arts and Fitness,
- Supervised Student Services and the Office of Pupil Accounting,
- Served as a member of the Consultation Team,
- Served as Hearing Officer.

Increasing Efficiency and Effectiveness

- Continued working with building leadership teams to work cohesively, collaboratively, and respectfully to examine building and individual practices resulting in increased student achievement,
- Reduced spending by 10% in building operations and programs,
- Reviewed staffing in each building to reduce staff where needed.



FUTURE GOALS

1. Continue work on building community partnerships to bring innovative programs to our students and families,
2. Continue to improve achievement by ensuring best practices are implemented in the buildings,
3. Ensure our instruction and programing is data-driven across the district,
4. Continue curricular work, including Common Core Standards, lesson plans, resources, Smarter Balanced Assessment, district assessments, and Pacing Guides,
5. Continue to bring additional educational opportunities to all of our students in art, music, and physical education,
6. Expand the All District Choir and Band program,
7. Continue to provide professional development,
8. Continue to work with Human Resources on the teacher and administrative evaluation process,
9. Continue to improve Culture and Climate initiatives across the districts,
10. Organize and implement the late start initiative with fidelity,
11. Expand the Artist in Residence Programs into more of the elementary schools.



High Schools

Contributing to Caring, Collaboration and Excellence

- Sustained support through the MSU College Ambition Program to increase scholarship awards and postsecondary support services programs,
- Expanded opportunities with community partners and business & industry leaders to increase internships and job shadowing appointments,
- Implemented a district-wide College Decision Day program to promote college opportunity awareness
- Participated in the CAP-CAN College Access Network Committee,
- Expanded Early College and Vocational Program options to include the Insurance Leadership Academy in partnership with the Accident Fund and Capital Area Career Center,
- Responded to community and parent concerns in a timely and respectful manner,
- Implemented a district-wide mentoring program in partnership with the Lansing Rotary Club.

Improving Student Achievement

- Provided extended learning supports via after-school tutoring, on-line enrichment programs, and summer programs,
- Sustained district-wide credit recovery options to maximize opportunities for high school completion,
- Sustained iCollaborate initiative for grades 7-12 with emphasis on school leadership teams quantifying data that impacts curriculum delivery and positive learning environments,
- Expanded Instructional Learning Cycles to support core curricula best practices in reading and mathematics,
- Sustained monitoring and implementation of transformational and school improvement plans.

Reconfiguring the District

- Supported building specific initiatives relevant to addressing school culture and climate components with emphasis on assignment of administrative staff to grades 7 and 8,
- Sustained priority school personnel to serve as mentor teachers and instructional coaches,
- Adopted Instructional Council initiatives of standards-based district-wide math and science course sequencing,
- Supported Phase I of a district-wide grades 7-12 writing program proposal.

Streamlining the Budget

- Maximized supplemental instructional supports utilizing relative and sustainable categorical funding,
- Conducted staff to student ratios for efficient school counselor appointments.

Increasing Efficiency and Effectiveness

- Expanded school communication to include electronic calendars, social media blasts, and website links to support the traditional means of robo calls and print materials,
- Sustained Welcome Center procedures for customer service and school safety measures at Eastern High School,
- Reviewed all master schedules and staffing for alignment and efficiency.

FUTURE GOALS

1. Expand district-wide blended learning opportunities with emphasis on Early College and Senior Project programs,
2. Establish school to work options that are thematic and relevant to STEM, Visual and Performing Arts, Business, and Manufacturing,
3. Increase student achievement by providing direction and support,
4. Increase graduation rates by focusing on the middle years of students to capture interest while offering relevant opportunities.

Magnet Schools

Contributing to Caring, Collaboration and Excellence

- Sustained MPAC (Magnet Programs Advisory Committee) with an increased community effort of college and career readiness programs,
- Provided multiple school-level and community information meetings,
- Facilitated the District Showcase as the prime marketing and recruitment event for the year with nearly 2000 attendees and over 30 Community & Business Industry affiliates in partnership with the City of Lansing,
- Sustained quarterly magnet school newsletters with expanded presence via social media and a televised newscast,
- Sustained a district-wide marketing plan to include the expertise of an on-site graphic designer to assist with the district-aligned branding of the MSAP CHILD (Choice Helps Individuals Learn and Develop) Project,
- Continued partnerships with the Smithsonian Associates and Buck Institute for Education with follow-up training and on-site coaching for full implementation of Project-Based Learning for STEM and STEAM magnet sites,
- Recognized as a district with (3) National Magnet Schools of Distinction.

Improving Student Achievement

- Sustained the implementation of PBL curriculums including EiE (Elementary is Engineering), PLTW (Project Lead the Way), EbD (Engineering by Design) and Discovery Education to support magnet programs with STEM and STEAM themes,
- Expanded the acquisition of Spanish Immersion and Global Studies on-line resources and supplies for the implementation of a 50/50 Two-Way Immersion program via a language learning lab,
- Expanded the acquisition of 1:1 technological equipment including iPads and laptops for Technology Learning Labs at all (6) magnet sites,
- Sustained the implementation of learning excursion partnerships with Impression 5 Museum, MSU Wharton Center, MSU Eli and Edythe Broad Art Museum, MSU College of Engineering, Emergent Bio Solutions, and Sparrow Health Systems,
- Expanded arts integration to include partnerships with the Kennedy Institute of the Arts, local Artists in Residence Programs, and the Michigan Arts Council,
- Facilitated the acquisition of FlexCat Classroom Monitoring Audio Systems to support 21st century differentiated instruction and Project Based Learning design process learning environments,
- Participated in K-12 Science Steering Committee to collaborate on the alignment of magnet programs to Next Generation Science Standards.

Streamlining the Budget

- Maximized funds to provide supplemental supports to magnet programs,
- Employed a part-time program assistant to expand production during peak times of application processing and program marketing.

Increasing Efficiency and Effectiveness

- Sustained the MSAP recommended Deliverables Planning process for goals and objectives monitoring with the internationally renowned Gregory & Associates Consulting firm
- Assigned Compliance Officers to each magnet school site to monitor equipment inventory and academic program materials and supplies
- Sustained the implementation of Magnet Focus Teachers monthly meetings for district-wide program planning



FUTURE GOALS

1. Continue targeted marketing in partnership with promoting Lansing as a district of choice,
2. Expand magnet sites in becoming Magnet Schools of America recognized as National Schools of Excellence and Distinction and National Magnet School Certification,
3. Provide parent and community engagement activities that deepen the understanding of magnet schools,
4. Expand business and industry partnerships that provide a wealth of educational and career readiness opportunities for Lansing School District Students.

Special Education

Contributing to Caring, Collaboration and Excellence

- Saw an increase in the number of schools participating in the Navigator (Peer to Peer) program in the district which provides students with disabilities an opportunity to have a general education peer from five schools in 2014-15 to seven schools in 2015-16. There are also over 80 general education students at Everett supporting 40 students with a disability in general education classrooms,
- Strong parent representation of the Ingham County Parent Advisory Committee (PAC) representing the families of students with disabilities throughout the Lansing School District,
- Partnered with 242 Church to host "A Night to Shine", a prom for students with disabilities age 16 and older in February. Over 100 students from Lansing schools and 50 adult volunteers participated,
- Project Unify has increased from 18 schools in 2014-15 to 27 schools in 2015-16,
- Special Education Department raised over \$1000 for John Shinsky's orphanage in Mexico and collected over 1000 pounds of food for the Greater Food Bank of Lansing,
- Special Education Department collaborated with STEM to present a disability awareness and anti-bullying day in March,
- Worked with the Office of Accountability to ensure all students with disabilities were assessed with the appropriate State Assessment,
- Deaf and Hard of Hearing teacher Amy Robinson was honored with the Michigan Project Unify Leadership award,
- Mary Dama, Autism teacher at Gardner; was honored with Elsie A. Maile award for the Lansing School District,
- Cheerleaders from Everett made up of general and special education students participated as a Unified Cheer Team in Los Angeles, California as part of the Special Olympics Summer Games,
- Partnered with the Office of Accountability to help provide support and services to students with disabilities in summer programs throughout Lansing.

Improving Student Achievement

- Over 60% of all special education students spend 80% or more of their school day in general education classrooms,
- 72% of students in the class of 2016 received their diploma in June of 2016 and 10 students received a Certificate of Completion,
- Special Education Steering Committee has been working on resources for resource rooms and co-teaching, as well as categorical classrooms,
- Increased for the third consecutive year the number of co-teaching classrooms in the district,
- Increased the number of community based learning opportunities for students in the cognitive impairment programs and worked with Ingham ISD to provide opportunities for Career and Technical Education classes and community transition programs.

Streamlining the Budget

- Reduced the number of students needing specialized transportation through monitoring,
- Monitored caseloads of special education service providers to maximize budget,
- Continued to reduce the amount of overload payments to teaching staff,
- Developed plan to replace outdated technology equipment for Special Education Department,
- Decreased the amount of substitute teachers needed to relieve staff for IEPs.

Increasing Efficiency and Effectiveness

- Reduced the number of days lost to instruction to students with disabilities and minority students with disabilities for the 4th consecutive year,

FUTURE GOALS

1. Working with Michigan Career Technical Institute to provide opportunities for post-secondary vocational training for students with disabilities,
2. Continue to increase the number of students with disabilities who obtain high school diplomas,
3. Continue to increase the number of students with disabilities who are post-secondary or career ready,
4. Continue to reduce the amount of students who become eligible under the of Learning Disabilities eligibility by increasing services for students through multi-tiered system of supports in general education environments,
5. Work with general education staff on finding ways to increase academic achievements of students with disabilities.

Increasing Efficiency and Effectiveness (continued)

- Reduced the number of Manifestation Determination Reviews (MDRs) for the 2nd consecutive year,
- No MDE-OSE complaints or Office of Civil Rights complaints for the 2015-16 school year against the Special Education Department,
- Worked with Student Services, MDE-OSE, and IISD to monitor student discipline of students with disabilities,
- Provided training to staff on how to help students with behavioral challenges, to prevent the loss of educational time.

Student Services/PACE

Contributing to Caring, Collaboration and Excellence

- Worked with schools on continued implementation of the Matrix for Progressive Discipline and expanded visits to schools to assist in development of behavior plans for students,
- Worked with the Special Education Department to monitor the suspensions of special education students,
- Provided support to schools during times of crisis,
- Provided equipment and training to schools to allow for the scanning of documents to reduce the burden on parents when transferring from building to building,
- PACE continued work with the Technology Department to troubleshoot the implementation of Synergy and on the training of new staff.

Improving Student Achievement

- Worked with the Student Assistance Providers and Behavior Intervention Monitors to insure that appropriate interventions were in place for students when they returned to school
- Continued to work on reducing the number of days lost of instruction for students suspended to Student Services.

Streamlining the Budget

- Implemented budgetary guidelines by managing expenses,
- Reduced staff by 1.8 positions.

Increasing Efficiency and Effectiveness

- Conducted case reviews three times/week to resolve cases and identify interventions quickly,
- Staff in PACE completed additional training in ACCESS to improve their ability to create databases for tracking student information,
- PACE collaborated with Department of Improvement and Innovation, Data and Assessment, the Bi-lingual Department, Technology and the Department of Special Education on the maintenance of tested rosters to assist with accountability.



FUTURE GOALS

1. Continue work with CRPBIS and the Matrix for Progressive Discipline to improve school culture and climate and reduce suspensions,
2. Develop a program to provide wrap around support for elementary school students struggling with behavior,
3. Pursue plans to digitize past student records to increase efficiency and reduce response time.

Department of Improvement & Innovation

Instructional Support Team

Caring...

- Launched the Cultural Awareness Center at Gardner through the Promoting Peace by Expanding Awareness of Culture and Equity Grant (PEACE) to support and bridge cultural gaps between newly arrived students and native population,
- Implemented the district-wide rollout of Culturally-Responsive Positive Behavior Intervention and Supports (CRPBIS),
- Implemented and expanded the Student Assistance Providers (SAPs) and Behavior Intervention Monitors (BIMs) program in all schools,
- Increased community activities and parent workshops at the Elmhurst Community Learning Center,
- Established the District's Book Mobile to assist in neighborhood-based literacy outreach.

Collaboration...

- Supported the efficient management of categorical funds at the district and school level to meet district's strategic goals,
- Strengthened the relationship between Ingham ISD and the Lansing School District through our collaborative support of school improvement and climate and culture initiatives,
- Provided approximately \$700,000.00 in Regional Assistance Grant (RAG) funds to support Lansing's priority schools. These funds are provided by MDE and flow through Ingham ISD,
- Completed, successfully, a SIG on-site review (i.e., fiscal audits) at six priority schools (Eastern, Averill, Cavanaugh, REO, Riddle, and Willow),
- Implemented district-wide Sex Education programming for 4th and 5th graders,
- Supported schools in providing accommodations for English Learners taking the M-STEP and MME,
- Secured new federal and state grants to supplement district programming:
 - School Improvement Grant - Cohort IV (\$4.5 million),
 - Early Literacy Grant (\$176,000),
 - Formative Assessment Grant (\$35,000),
- Enhanced link between School Improvement Plans and iCollaborate project through use of Title IIA funds,
- Collaborated with Refugee Development Center (RDC) to provide English Learners with a four week summer camp (GLOBE),
- Held after school tutoring programs for English Learners at seven school locations - Cumberland, Eastern, Everett, Gardner, North, Sexton, and Sheridan Road,
- Trained new school principals and administrators in State and Federal funds and fund allowance,
- Increased communication with Michigan Department of Education, schools and departments by using cloud-based technology (DropBox).

Excellence...

- Developed and implemented internal program evaluation tools and processes,
- Maximized categorical funds and reduced staff while maintaining efficacy,
- Achieved an exemplary status on Michigan Department of Education Title III audit,
- Completed, successfully, a SIG on-site review (i.e., fiscal audits) at six priority schools (Eastern, Averill, Cavanaugh, REO, Riddle, and Willow),
- Increased efficiency of Time-and-Effort reporting.

Instructional Improvement Team

Caring...

- Hired six Family and Community Liaisons (SIG-funded) to further maintain and grow strong family and community partnerships at Eastern, Averill, Cavanaugh, REO, Riddle, and Willow,
- Implemented Communities-in-Schools (CIS) program at North and Willow.

Collaboration...

- Completed curriculum Pacing Guides for all grades in English Language Arts, Mathematics, Science, Social Studies, World Languages, Health, and many other elective areas,
- Trained SIG-funded Data Coaches and Early Childhood Interventionist in iCollaborate data collection,
- Strengthened the relationship between Ingham ISD and the Lansing School District through our collaborative support of school improvement and climate and culture initiatives,
- Provided common district-wide professional learning experiences for teachers and administrators (on Late Start Wednesdays) in the areas of iCollaborate, student engagement, and Go Math implementation,
- Implemented a robust and creative extended-year program for additional student support during the summer months,
- Trained administrators, content area teachers and Cultural Brokers with Sheltered Instruction Observational Protocol (SIOP),
- Increased professional opportunities to schools with data, assessments, and analysis,
- Supported teachers and school administrators in the implementation of Culturally-Responsive Positive Behavior Intervention and Supports (CRPBIS) through on-going professional learning opportunities,
- Provided on-going professional learning for SAPs/BIMs and public safety officers on Culturally-Responsive Positive Behavior Intervention and Supports (CRPBIS),
- Successfully piloted, adopted, and implemented a robust mathematics curriculum (Go Math) aligned to the Common Core State Standards.

Excellence...

- Increased 4-year graduation rates in all three high schools,
- Maintained a 75% satisfaction rate for all Late Start Wednesday professional learning for teachers and school administrators throughout the year,
- Made significant improvements in several areas in test scores and academic achievements as evidenced by our Spring 2015 M-Step and ACT scores,
- Observed consistent upward trends in the percent of students scoring at or above grade-level benchmarks in AIMSweb and DRA scores,
- Increased achievement in priority schools as evidenced by M-Step and ACT scores,
- Implemented Instructional Learning Cycles in all priority schools and as a result teachers are consistently monitoring growth in student achievement in core academic areas,
- Implemented Instructional Intervention Blocks in all elementary priority schools to provide targeted student support in mathematics,
- Provided intensive data support and to all schools through the district dashboards, data dialogue protocols, and evaluation support,
- Provided each of the high schools with a School-Level Improvement Coordinator. These coordinators provide site-based support for the implementation of school-improvement efforts, categorical budgets, and priority school reporting mandates,
- Provided a district-level Priority Schools Coordinator to provide targeted support to schools based on their unique needs,
- Provided presentations for four Information Study Sessions to the Board of Education,
- Successfully transitioned to new online assessments including;
 - WIDA
 - Acuity
 - M-Step and MME
 - PSAT and SAT
 - MI-Access



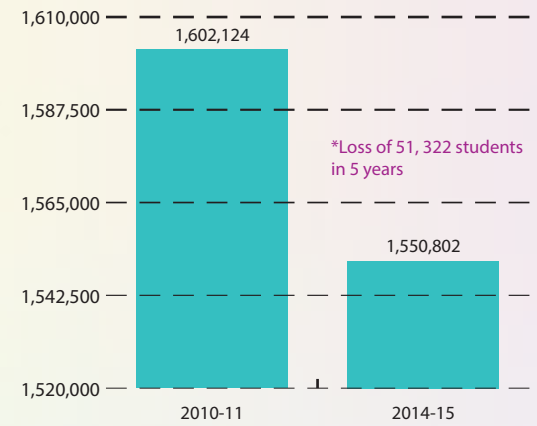
FUTURE GOALS

1. Seek grant funds to support student academic, social, emotional, and physical health,
2. Ensure compliance with federal, state, and local regulations,
3. Research, procure, implement, and evaluate all grants,
4. Collaborate with community partnerships and other agencies to better serve our students in ways that align with the Lansing Pathway Promise,
5. Assist and support the school improvement process,
6. Increase support and streamline district and state mandated assessments,
7. Improve lifelong health for student through health educators and support services,
8. Continue to support district staff by providing access to data that can be used to make informed decisions to improve instruction and improve climate and culture,
9. Continue to enhance pacing guides with companion documents for the four content areas.

Lansing School District

2015-16 Dashboard

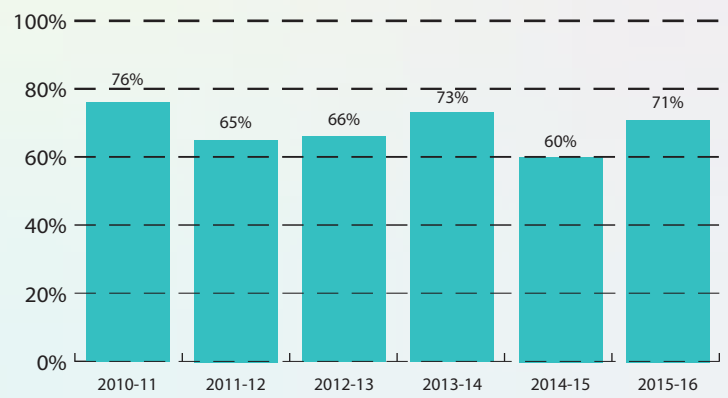
Five-Year Look at State Student Population



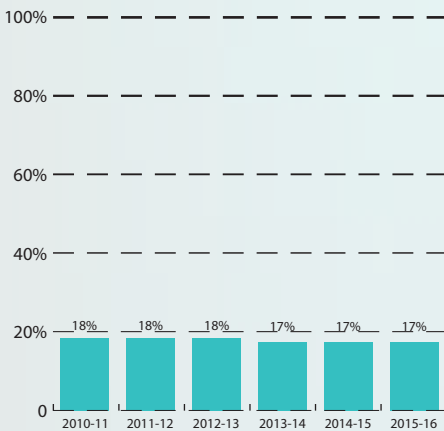
Six Year Enrollment Trend by Grade

Grades	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
KG	1,253	1,268	1,164	1,130	1,044	949
1	1,190	1,163	1,111	1,075	1,073	1,013
2	1,115	1,074	998	1,018	984	962
3	1,011	1,066	956	900	948	874
4	1,016	988	943	925	865	884
5	977	955	880	901	862	808
6	862	868	860	840	833	803
7	979	891	864	839	801	755
8	933	977	833	841	799	733
9	1,312	1,268	1,249	1,162	1,178	1,046
10	982	956	979	963	935	915
11	784	743	761	725	743	692
12	599	537	582	617	608	580
Total	13,013	12,754	12,481	11,936	11,673	11,014

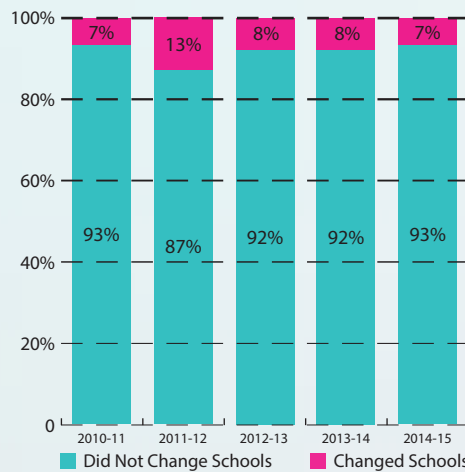
Economically Disadvantaged



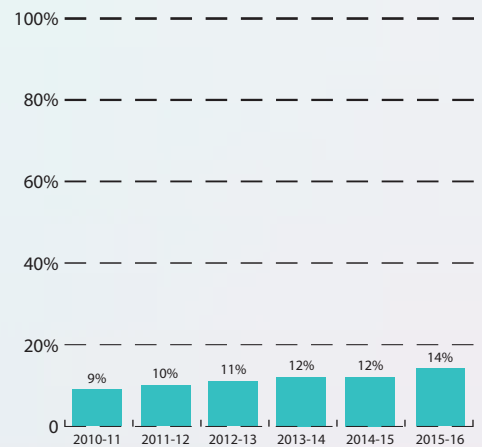
Students with Disabilities



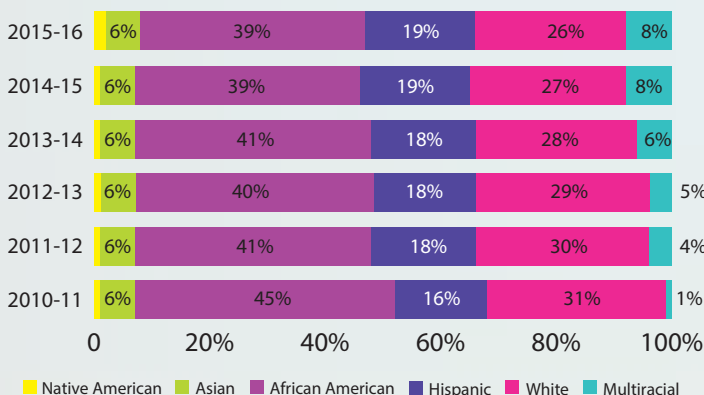
Student Mobility Rates



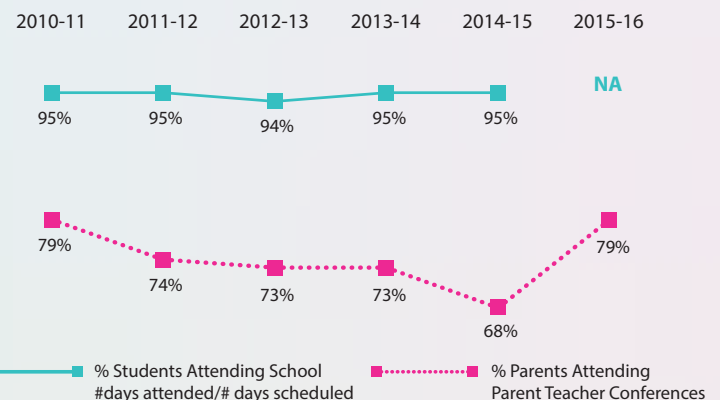
English Language Learners



Ethnicity

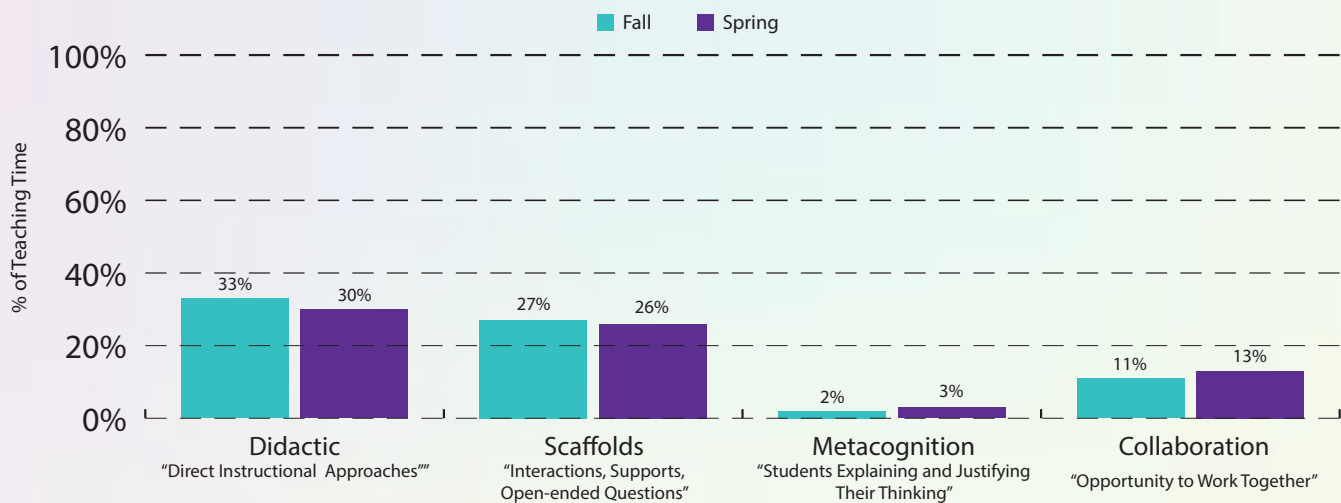


Attendance Rates

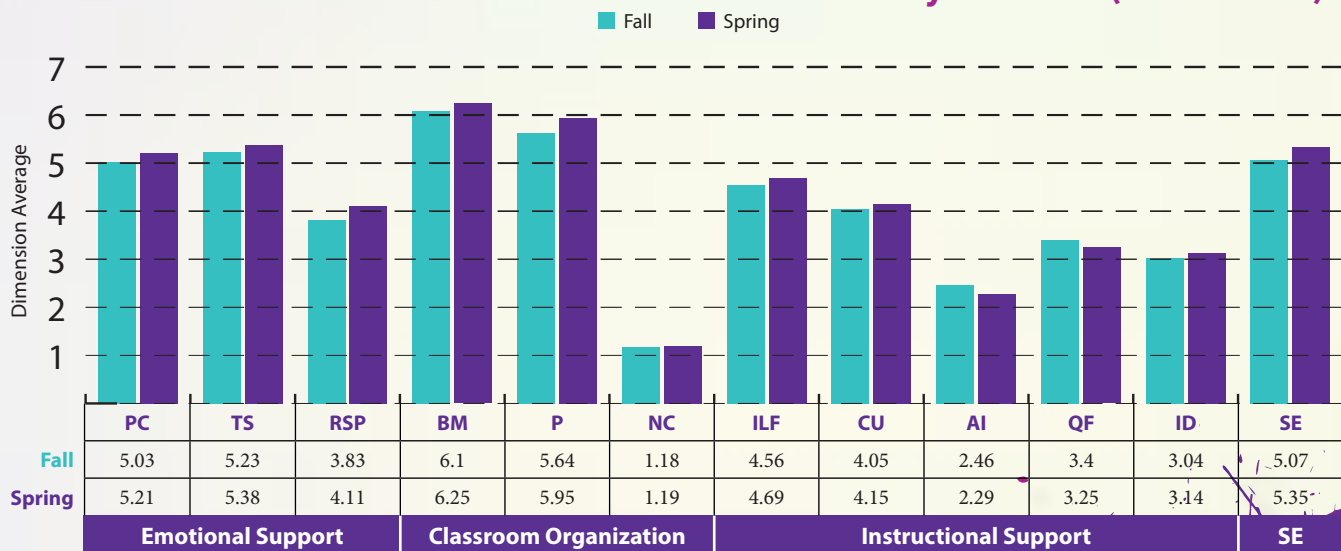


2015-16 iCollaborate! Classroom Observations - EduSnap™ (PreK-3)

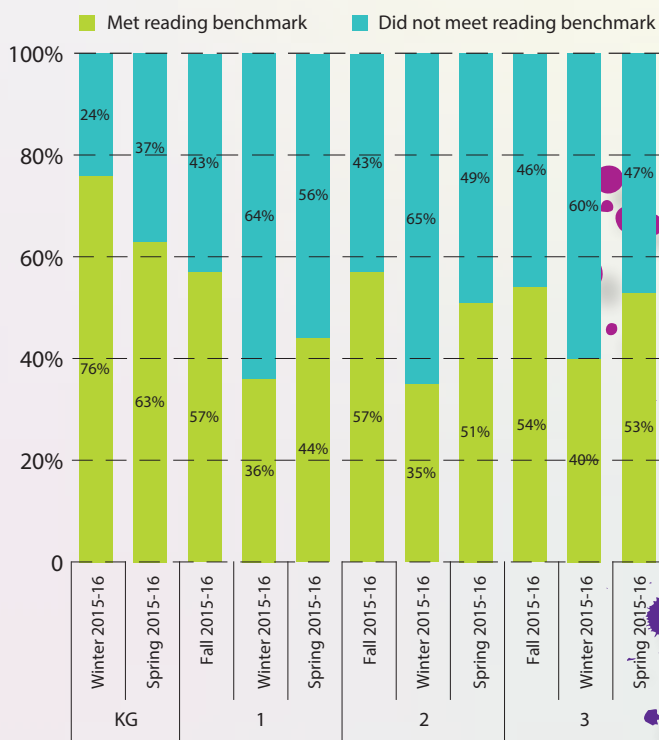
Teaching/Learning Approaches



2015-16 iCollaborate! Observations of Classroom Quality - CLASS™ (Grades 4-12)



Developmental Reading Assessment



CLASS DEFINITIONS

- PC:** Positive Climate
- TS:** Teacher Sensitivity
- RSP:** Regard for Student Perspectives
- BM:** Behavior Management
- P:** Productivity
- NC:** Negative Climate
- ILF:** Instructional Learning Formats
- CU:** Content Understanding
- AI:** Analysis and Inquiry
- QF:** Quality of Feedback
- ID:** Instructional Dialogue
- SE:** Student Engagement

DIMENSION AVERAGE GUIDE

- High Quality: 6-7
- Mid-Range Quality: 3-5
- Low Quality: 1-2



The Operations Division

of the Lansing School District

Welcome to the Operations Division of the Lansing School District! The Operations Division provides support services for our school community and consists of the following departments: Technology, Public Safety, Finance, Purchasing, Payroll, Custodial, Maintenance, Grounds, Print Shop, and Food Services. Additionally, we partner and coordinate with Dean Transportation and the Ingham Intermediate School District for our student transportation needs, SET SEG for our employee benefits, and SodexoMAGIC for Food Services.

Our mission is to support our district's core mission. We strive to provide our students and staff with current technology, healthy meals, and clean safe buildings that promote the highest level of learning. Our goals are simple: ***we are committed to fostering a caring school and community environment, dedicated to a collaborative approach in getting the work done, and driven by an eye for excellence in everything we do.***

Our students deserve the best. In the years to come we will begin upgrading technology and security in all of our schools and placing brand new furniture in every classroom. We'll also be transitioning our facilities management to SodexoMAGIC. They have been great partners in our Food Services function and we expect them to deliver the same kind of excellence in our buildings as well. These are exciting times for the District and the Operations team is happy to be a part of it.

Finance

Contributing to Caring, Collaboration and Excellence

- Collaborated with school level administrators to train, review budgets, answer and respond to requests for assistance,
- Provide friendly support to external partners,
- Provided administrators with guidance on allowable uses of funds
- and timeliness of purchases to ensure that budget was utilized to the benefit of our students and community,
- Collaborated with Fifth Third Bank with a purchasing card program,
- Provided expertise to administration in the implementation of a bond proposal.

Improving Student Achievement

- Kept abreast of new legislation and guidelines to maximize expenditures on student learning,
- Monitored grants and discretionary budgets,
- Worked with Department of Accountability and School Improvement to assist administrators to ensure that spending occurred as budgeted to benefit students in a timely manner.

Streamlining the Budget

- Monitored spending to ensure funds spent as intended and within budget,
- Worked with administrators to ensure that spending deficits were eliminated by the end of the month,
- Provided cost analysis to leadership making recommendations regarding cost saving measures and/or potential funding sources for new programs with expenditure plans.

Increasing Efficiency and Effectiveness

- Continued Training and Implementation and support for eFinance software updates,
- Maintained efficiency with reduced staffing,
- Impressed upon staff the importance of accuracy and efficiency with continued expectation of improvement,
- Updated and published written procedures to ensure internal controls were met or exceeded,
- Built capacity by cross-training staff,
- Completed Budget Amendment #1 in December 2015 and Budget Amendment #2 in March 2016,
- Provided training of staff regarding the updated uniform grant guidance and purchasing requirements,
- Implemented the EAC (Employee Access Center),
- Eliminated paper payroll checks, majority of checks are issued via direct deposit,
- Implemented paperless Invoices and Checks in Accounts Payable,
- Presented balanced budget for FY16,
- Presented three amendments during FY16 with increasing Fund Equity due to streamlining budgets,
- Received "Clean Audits" without findings from external auditing.



FUTURE GOALS

1. Present a balanced budget for FY17.
2. Provide the Board of Education with three budget amendments,
3. Fully implement EAC for reporting absences/requesting time off,
4. Fully implement paperless time sheets.

Maintenance, Operations, & Transportation

Contributing to Caring, Collaboration and Excellence

- Prepared quality reports and responded to requests,
- Maintained lease agreements with several community partners: Boys and Girls Club, Capital Area District Library, City of Lansing, Ingham Intermediate School District, Head Start, Sparrow Hospital,
- Coordinated and participated with Earvin "Magic" Johnson "Holiday Hope Lansing" and distributed over 700 food baskets, turkeys and clothing to students and their families,
- Continued providing Safe School Training for all district employees,
- Provided and maintained appropriate instructional support services and functional, safe facilities by completing 12,500 work orders with a 90% completion rate,
- Completed effective building readiness activities for the first day of school and numerous special District events,
- Collaborated with the Department Environmental Quality on environmental issues to remain compliant with State and Federal law,
- Collected books for Flint's Summer Reading programs in collaboration with LSEA and the Mayor's Office.

Improving Student Achievement

- Provided a clean, safe, comfortable learning environment for students and staff,
- Implemented building improvements for safety, indoor air quality, thermal comfort, lighting and maintenance,
- Arranged for transportation for over 800 homeless students,
- Expanded our partnership with Dean Transportation and the Ingham Intermediate School District to include busing for 52 Great Start Readiness Program students,
- Added five bus monitors to promote a positive climate and culture to and from school,
- Increased student's learning experience by providing transportation for 357 field trips throughout our community, 16 trips to Ebersole Center and five trips to Saugatuck,
- Provided transportation for 416 students attending Summer School,
- Assisted Technology with upgrading mechanical and electrical equipment throughout the District.

Streamlining the Budget

- Implemented energy-related projects that resulted in approximately \$32,000 of savings and rebates through Wex/Fuel Energy Cost,
- Served 289 community groups through facility rentals resulting in \$89,623 of revenue,
- Continued the process of liquidating identified properties and maximizing use of existing properties such as Hill, Wainwright, Elmhurst, Harley Franks, Otto, Service Center, and the Ed Center,
- Reduction of excess Inventory
 - Distribution of items throughout district,
 - Held two auctions to liquidate,
 - Recycling of books and scrap material,
 - Sold six vehicles with the expectation of future sales as we replace and upgrade fleet,
- Completed the sale of the Lenawee and Chestnut parking lot.

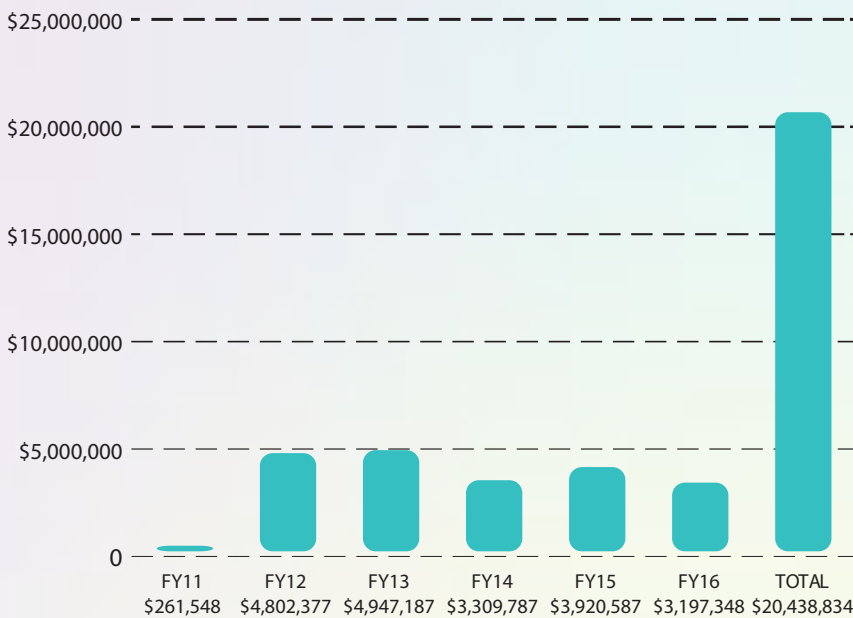
Increasing Efficiency and Effectiveness

- Maintained enhanced building security systems,
- Completed detailed analysis of critical facility needs and upgrades based on health/safety and code compliance, improved student learning environment, improved operational efficiencies and funding capacity,

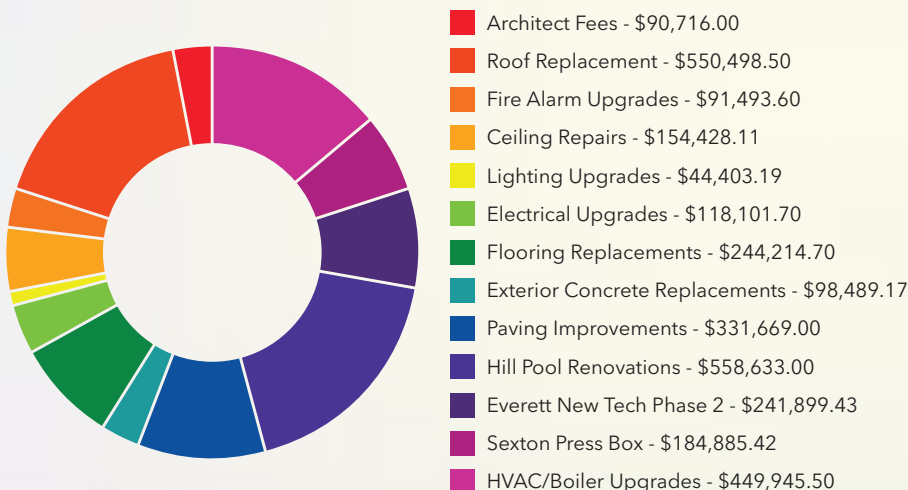
Increasing Efficiency and Effectiveness (continued)

- Completed more than \$3.5 million of capital improvements and Sinking Fund projects,
- Purchased 30 new snow blowers and three lawn mowers,
- Remodeled Everett High School New Tech High,
- Completed the permit process to maintain District's Storm Water Management program,
- Tested 287 water samples at 36 buildings for lead water,
- Removed unused fuel tanks from the Vehicle Maintenance Center,
- Worked with the Bond Committee resulting in passing \$120 million dollar bond that will upgrade our facilities making them energy efficient and provide security and technology upgrades.

Sinking Fund Expenditures to Date



2015-2016 Sinking Fund Projects



FUTURE GOALS

1. Remodel the cafeteria at Sexton High School,
2. Redesign the front steps at Sexton High School using a design created by engineering students,
3. Coordinate with SodexoMAGIC to provide clean, safe and healthy building environments,
4. Monitor all Department staff for attendance and work completion,
5. Coordinate a transition plan with SodexoMAGIC for Facilities Management of district,
6. Continue to promote positive work attitude and good customer service,
7. Conduct yearly water testing for lead,
8. Create safe walk zones to school with Dean Transportation and add bus monitors,
9. Complete a comprehensive review of all facilities and lease agreements,
10. Review current policy and procedures to recommend appropriate changes,
11. Assist in implementation of Bond projects to assure transparency in all purchasing and construction projects,
12. Engage with the Bond Steering Committee and Bond Board Committee to implement and prioritize all projects.

Public Safety

Contributing to Caring, Collaboration and Excellence

- Responding immediately to concerns and request from administrators, teachers and parents,
- Supported and collaborated with the re-assignment of DPS Team Lead Officer to Interim Assistant Principal,
- Collaborated with Human Resources to conduct thorough honest, fair, and quality employee internal investigations,
- Enhanced risk management by minimizing liability and providing a safe environment for our students through:
 - Quality background checks on volunteer parents, community members,
 - Working with Human Resources to comply with State mandated “live scan” background checks of new employees and substitute teachers,
- Supported the Lansing Community by participating in community events:
 - Jeremie Bordua law enforcement “Thank You” event,
 - Feed the Children and the Magic Foundation, “Holiday Hope” turkey give-away,
 - Old Newsboys fundraiser providing shoes for Lansing’s children,
 - Community wide Safety Patrol picnic for “student safety patrols,”
 - Mercantile Bank Leadership Camp for LSD Juniors and Seniors.

Improving Student Achievement

- Supported the Lansing School District’s policy of lowering suspensions by having DPS Officers investigate incidents thoroughly for alternatives to suspensions,
- Providing a safe, respectful and supportive environment for students to thrive academically and socially,
- DPS Officers develop a “mentor” relationship with students as a proactive measure to creating safe schools,
- Recognition and rapid response to security threats on school property
- Visible DPS officer presence in the schools and at school-sponsored activities,
- Flexibility of DPS officer assignments to maximize security needs.

Streamlining the Budget

- Utilized no-cost security strategies and maximized free online school safety resources,
- Reduced training cost by using community resources,
- Managed security expenditures to stay within budgetary guidelines,
- Closely monitored inventory of equipment and supplies, and reassigned existing uniforms/equipment when possible.

Increasing Efficiency and Effectiveness

- Utilized Late Start Wednesdays by having TLO’s conduct district-wide emergency procedure training that included building staff at every elementary and secondary site,
- Disseminated new emergency reference guides district-wide, providing an “at a glance” emergency procedure tool for all employees,
- Completed 2016-2019 district wide Emergency Operations Manual,
- Extended officer presence at athletic events by providing coverage at additional events as the need arose,
- Prepared quality incident reports by utilizing Late Start Wednesday for individual DPS Officer report writing training,
- Redesigned the volunteer application and digitized the submittal process by working with school secretaries and principals.

FUTURE GOALS

1. Disseminate 2016-2019 Emergency Operations Manual – scheduled for release August 2016,
2. Realize implementation of on-line annual training,
3. Continue district-wide emergency procedure training at elementary and secondary sites,
4. Increase knowledge of Title IX and identify appropriate investigation strategies,
5. Increase officer training in mental health,
6. Re-establish the K-9 program,
7. Strengthen school safety communication plans,
8. Upgrade district surveillance systems, and include camera surveillance at elementary schools.

Technology

Contributing to Caring, Collaboration and Excellence

- Implemented Synergy, the district's new Student Information System, thereby providing the district with the means to manage student data, improve data mining efforts, and automate processes,
- Provided in-depth Synergy training to district employee groups including accessing student demographic data, enrollment and attendance processes, electronic scheduling K-12, electronic gradebook and report cards, and basic query processes,
- Support Blended and Project-Based Learning initiatives including:
 - Installing and managing Google Apps for Education in four schools allowing for collaboration between staff, between staff and students and between classmates,
 - Maintaining and supporting iPad programming,
 - Assisting with the implementation of APEX and seat-time waivers,
 - Training and support of the upgraded Echo LMS for New Tech.

Improving Student Achievement

- Provided support for on-line assessments including WIDA and M-STEP by building TSM servers, installing and testing the Insight software on each testing device. Assisted schools in troubleshooting technology issues that manifested themselves during the testing windows,
- Collaborated with Student Services and the Office of Improvement and Innovation on SRO's PERIS reports by querying student and staff data in Synergy, formatting the report and providing access to SRO staff,
- Supported Instructional programming by maintaining staff and student rosters for Go Math, Acuity Assessments, AIMSweb, Scholastic Read 180, Math 180, System44, Fast Math, Versatrans, Illuminate Ed, Parentlink, and Destiny,
- Provided district insight and support to the Library Media and Instructional Technology Steering Committees.

Streamlining the Budget

- Evaluated and adopted an Emergency Notification System to replace the current Blackboard Parentlink product at a greatly reduced cost to the district,
- Participated in USF programs saving the district funds on broadband, cell and telephone services,
- Provided quote services to district schools and departments, leveraging state contracts to reduce costs for equipment purchases,
- Participated in the Technology Readiness Infrastructure Grant to ensure that district schools are ready for anytime, anywhere learning, using the funding to improve the district Wide Area Network (WAN) and replace end-of-life computers,
- Setup, installed, and supported 2,635 new devices and/or electronic equipment purchased this fiscal year,
- Provided support for district provided cell phones, including the setup of new devices, budgeting prep, and invoice payments.

Increasing Efficiency and Effectiveness

- Supported district technology needs as evidenced by 9,066 work orders placed since July,
- Continued to support HR and the Finance Departments efforts to implement the eFinance modules of EAC Leave and ETS (Employee Time Sheets),
- Managed the upgrade of eFinance to version 5.1,
- Coordinated the Business Process Review (BPR) with HR and the Finance Department, including scheduling Cognos training for multiple department staff,
- Upgraded Technology Department infrastructure including replacement of the Firewall, internet filter programming, and upgrading the WAN by replacing aging switches at all district schools and buildings,
- Completed a room-by-room evaluation



FUTURE GOALS

1. Upgrade District Technology provided by the recently passed Lansing Pathway Promise Bond Proposal, including laying the groundwork for a robust wireless network designed to meet the needs of our staff and students as they embrace 21st century learning skills,
2. Replace the aging telephone system with an efficient, integrated system,
3. Continue to implement Synergy including the setup of on-line enrollment and creation of custom reports,
4. Plan and execute a training program for staff that focuses on district adopted initiatives, including Office365 and Microsoft Office applications, Synergy processes, facility scheduling, and web-site content.



- of classroom computers, replacing end-of-life equipment and updating the Windows Operating System (OS) where necessary,
- Continued our efforts to remove and recycle outdated equipment from

- schools and offices throughout the district,
- Supported district video security systems, responding to camera failures and console issues.

Food Services

Contributing to Caring, Collaboration and Excellence

- Participated in Hope Holiday Thanksgiving meal, distributing over 700 holiday meals to community members,
- Participated in several community events such as; District Showcase, Family Fun Night, Lansing Promise, Kirk Cousins Leadership Seminar & the Thank You Party for Police,
- Hosted the second annual Future Chef Challenge that invited all K-5 students
- to share a healthy breakfast recipe. The challenge was not solely about who is the best cook but allowed students to be creative, think for themselves and communicate with others,
- Introduced Chef G. Garvin to a student focus group at Sexton and obtained feedback from students regarding breakfast,
- Provided catering to several events sponsored by the Superintendent.

Improving Student Achievement

- Implemented a new concept called Street Eatz at Everett and Sexton. Street Eatz has the look and feel of a food truck experience, offering unique and authentic food choices,
- Expanded supper programs to 10 new elementary sites,
- Piloted "After the Bell" breakfast at Everett,
- Introduced unique fruits and vegetables, on all elementary salad bars, from every letter of the alphabet; such as ugli fruit & jicama,
- Great Start Readiness program now receiving afternoon snack, 23 classrooms ,
- Attended Junior Board meetings once a month to gather student feedback on food quality and service,
- Offered The Junior Leadership Program for juniors and seniors at Everett High School. The program helps students gain valuable knowledge in business etiquette, thinking skills, networking and resume writing,
- Partnered with a start-up company, Back to the Roots, to help students rediscover the origin of food. Several garden groups in the elementary schools received Mushroom Farms, Water Gardens and Garden in a Can kits.

Streamlining the Budget

- Increased participation in the Fruit & Vegetable Grant by receiving additional \$29,000 in funding and added two buildings to the program,
- SodexoMAGIC donated to several worthy causes such as; the 3.5 Honor's Banquet, Weekend Survival Kit, and the
- local Greater Lansing Food Bank,
- Contributed funds and helped design a Healthy Living Mobile Kitchen with the local YMCA. This will benefit the Lansing community greatly by distributing meals during summer months when students are not at school.

Increasing Efficiency and Effectiveness

- Implemented a new point of sales program in all buildings to increase efficiency during meal time,
- Purchased new equipment to minimize repair and maintenance such as; new
- food service trucks and coolers,
- Provided new product samplings, with student feedback, in cafeterias to increase meal participation.

FUTURE GOALS

1. Continue to expand the supper program to Community Centers in Lansing,
2. Purchase new vehicle to expand our ship-out lunch deliveries,
3. Apply for Federal Grants to replace food service equipment,
4. Improve accountability & training of programs,
5. Continue to exceed professional development standards for staff,
6. Lower employee accidents by 10%.

The Superintendent's Office

Yvonne Caamal Canul



Superintendent

Peter Spadafore



President

& Board of Education

of the Lansing School District

Rachel R. Lewis



Vice President

Shirley Rodgers



Treasurer

Dr. Saturnino Rodriguez



Secretary



Trustees

Bryan Beverly

Myra Ford

Amy Hodgins

Gabrielle E. Johnson

Guillermo Z. López

Communications

Contributing to Caring, Collaboration and Excellence

- Created and implemented a Lansing Pathway Promise informational bond campaign that assisted in the passage of a \$120 million bond for the Lansing School District. Communication efforts included print publications, web site, social media, television ads, banners, branding, and community outreach,
- Created and implemented a communication plan for the student information system Synergy for staff and families that included videos and a newsletter,
- Increased publication of district newsletter "The Bright Side" from monthly to bi-weekly - publishing a total of fifteen issues that were sent to staff, parents, and community. The "Bright Side" was shared on the district web site and social media,
- "The Bright Side" featured a total of 148 articles and included 291 pages supplemented by graphics, photos as well as external and internal flyers and newsletters that are relevant to the Lansing School District community,
- Created and published nine issues of the "Monday Morning Memo" by Superintendent Caamal Canul. The memo was e-mailed to all staff and published on web,
- Created and placed print ads in Adelante Forward, Lansing State Journal, Dr. Martin Luther King Jr. program, NAACP program, City Pulse, BCFI, Kid's World and The Chronicle newspaper,
- Created and maintained newsletters for PEAK, PEACE and BIM SAP grant programs,
- Created table tents, and invitation for MASA Legislative Breakfast,
- Created flyer, poster, tickets and logo for Cristo Rey Fiesta,
- Created Education Policy Guide document for Ingham County ISD,
- Created Emergency Procedures Manual for use by each district building,
- Created marketing materials for HOPE induction ceremony including nomination forms, post cards, invitations, bookmarks, dinner program and HOPE scholar certificate,
- Created enrollment form and flyer for Sexton's Early College Program,
- Created and implemented marketing plan for Late Start Wednesdays - this included charts, flyers and other information
- to inform parents and students about schedule change,
- Created schedules for all sports teams at each of three high schools and produced seasonally,
- Created 30+ flyers for distribution, web and social media,
- Reviewed and promoted 95 flyers from community partners,
- Created new format for district annual report and managed all incoming information,
- Created teacher evaluation forms, tenured teacher appeal forms and professional learning plan,
- Produced and published print advertising materials for Kindergarten Round-up,
- Created flyers promoting activities such as Magnet School Information meetings, transportation services, bilingual showcase flyer, PCAC meetings, PEAK, PEACE and Latino Support Program,
- Created commencement ticket request forms, special certificates (valedictorian, salutatorian, top ten, certificate of completion), redesigned door banner and stage banners, completely overhauled graduation ticket and program design and created a layout for stage presentation,
- Created large-format poster for Bully Prevention Program,
- Created visual schedule for Channel 21 programming,
- Created bell times schedule, district calendar (both parent and staff versions), organizational charts, pacing guidelines and district testing schedule,
- Took high quality photos at 125 district events and used the photos in print publications, print ads, television ads, bulletin boards, web site and social media,
- Updated administration building bulletin board promoting District personnel and programs,
- Responded to 700 media requests for information or interviews with District personnel (this is an increase from 340 in 2014-15),
- Released 50 media advisories/news releases,
- Created multiple speech drafts and talking points for District personnel,
- Provided media coaching for District Administrators,
- Created statements to media,
- Communication team attended all board

meetings,

- Increased the number of “likes” on the District Facebook page from 2835 in the 2014-15 school year to 4044 in the 2015-16 school year,
- Published 555 Facebook posts in 2015-16 school year. Postings included student-based stories, flyers and announcements, alumni features, photos, videos, and stories re-posted from local media. The total Facebook status impressions for 2015-16 school year was 1,400,389,
- Engaged with District parents and the community to answer questions and respond to direct Facebook messages,
- Increased Twitter followers from 221 to 411. In 2015-16, 559 Tweets were published promoting events, student and staff achievements. There were 120,094 tweet impressions in 2015-16 school year,
- Launched new Lansing School District web site including sites for department and each school in the district,
- Increased mobile app downloads from 574 to 801. There were 8,807 mobile app page views in 2015-16 school year,
- Sent out robo calls that connected 760,882 times and 491,662 e-mails using Parentlink to communicate snow days, school event reminders, Magnet School marketing and other information to parents, community members and District personnel,
- Created 209 original television programs that highlighted student recognitions, scholarships and awards, board meetings, information study sessions, press conferences, alumni features, short promotional features, commencement ceremonies, guest authors, musicians, performers and speakers, athletic hall of fame inductions, Veterans Day ceremonies, sport team recognitions, and “Conversations” television show hosted by Bob Kolt and featuring board members, the Superintendent, principals, students and community leaders,
- Purchased media time for television advertising, radio advertising, print media, billboards and Fox 47 “Morning Blend” spots,
- Provided school of choice materials at 2016 Cristo Rey Fiesta,
- Event planning, media coverage and a press conference for a visit from Earvin “Magic” Johnson in November 2015 as well as production of billboards

announcing the event,

- Event planning, media coverage and press conference for the Lansing Promise fundraising event featuring Earvin “Magic” Johnson in April 2016 as well as production of a table tent to advertise the Lansing Pathway Promise at the event,
- Event planning, marketing plan and implementation 2016 District Showcase in January. The marketing included billboard ads, print ads, banners, flyers, partner invitations, post cards, posters, registration forms, 28 rack cards for schools and three for departments, radio ads and television ads,
- Created and implemented a marketing plan for the six magnet school programs. The marketing included print ads, posters, newsletters, radio ads, billboards, television ads, Fox 47 “Morning Blend” appearances, television shows, robo calls, social media announcements, web site content and quarterly newsletters for each school,
- Created and implemented an enrollment marketing campaign that included television spots featuring 18 Lansing School District students, 12 community leaders and four teachers,
- Produced an alumni television program called “Generations of Excellence” in partnership with the MASB,
- Planned, implemented and created print media for the “Jeremie Bordua Thank You Police” event that was attended by police officers from all over the state and U.S. The event was also featured on national news,
- Represented the Lansing School District at the New World Flood back to school event at the Lansing Center. Provided school of choice and enrollment information,
- Produced a Lansing School District “Welcome Back” video for staff that featured members of the Executive Team,
- Launched a new communication tool called “Let’s Talk” on Lansing School District web site. 751 dialogues were submitted by students, parents, staff and community members using this tool in the 2015-16 school year,
- Communication staff attended all Lansing School District Parent Community Advisory Council meetings in the 2015-16 school year. Provided various information reports and responded to feedback from the community.

Streamlining the Budget

- Utilized in-district print services instead of out sourcing for posters, flyers, banners, foam core posters and other printed materials.



FUTURE GOALS

1. Create and implement a marketing plan to increase enrollment,
2. Create and implement a communication plan for the Lansing Pathway Promise bond construction and educational pathways,
3. Implement the usage of Let's Talk for Eastern, Everett and Sexton,
4. Utilize Let's Talk to implement a metrics system to measure readership of M3 and “The Bright Side.”

Human Resources

Contributing to Caring, Collaboration and Excellence

- Organized events and celebrations including:
 - Years of Service Awards and Recognition Ceremony for district employees,
 - The Elsie Maile Outstanding Teacher Award,
 - The Hinman Scholarship Awards for teachers and administrators,
- Assisted teachers and administrators to document professional development (KALPA),
- Assisted teachers with state SCECH's,
- FMLA, FOIA and Title IX training,
- Redesign of the receptionist area at the administration building,
- Reorganization of the HR office,
- Weekly HR team meetings,
- New orientation videos based on the persons position,
- Streamlined the number of email communications that principals receive from HR by sending them in a weekly newsletter.

Improving Student Achievement

- Collaborated on new teachers' evaluation tool,
- Participation in Professional Council to help resolve areas of concern that impact student achievement,
- Conducted internal audit to confirm that Priority Schools were staffed with highly qualified personnel,
- Ensuring that all LEA staff meet the highly qualified requirements,
- Redesign of the teacher interview process with adding two new sections: data dialogue and lesson plans.

Streamlining the Budget

- Reduced processing and supply costs with paperless vouchers and paperless leave requests,
- Assisted other departments with staffing reductions to help meet budget goals,
- Made budget transfers where appropriate.

Increasing Efficiency and Effectiveness

- Established collaboration meetings with union leaders to improve communication and reduce grievances,
- Selected benefit administration vendor to help improve service, compliance and health care plans,
- Added staffing coordinator to provide more support to administration and staff throughout the district,
- Administered site visits to school buildings by department staff to identify areas needing further support,
- New laptops for efficiency,
- Created weekly HR reports for the executive team.

FUTURE GOALS

1. Provide high quality and friendly customer service,
2. Provide an employee assistance program,
3. Paperless forms to increase efficiency,
4. Work collaboratively with the instructional division to provide mentoring programs for employees.



Thank you for another
GREAT YEAR!



Lansing[®]
School District





Lansing® Strategic Plan

School District

VISION STATEMENT

To accomplish our mission we will create a collaborative, high-performing, safe learning environment that is integrated with our communities and focused on preparing students for global citizenship.

MISSION STATEMENT

It is the mission of the Lansing School District to provide educational excellence in a safe and nurturing environment for all students.

WE BELIEVE...

- All students and their families deserve a quality education.
- Staff, students, families and Lansing communities can contribute and learn from each other.
- The needs of our students are our priority.
- Learning occurs best when students are in a safe environment.
- Diversity is our strength.
- Relationships are based on respect for self and others, mutual trust and teamwork.
- Learning is essential for success in a global society.
- The Lansing School District is committed to its responsibility to deliver a quality education for career and college readiness.

Board of Education

Peter Spadafore, **President**
Rachel R. Lewis, **Vice-President**
Shirley Rodgers, **Treasurer**
Dr. Saturnino Rodríguez, **Secretary**
Bryan Beverly, **Trustee**
Myra J. Ford, **Trustee**
Amy Hodgkin, **Trustee**
Gabrielle C. Johnson, **Trustee**
Guillermo Z. López, **Trustee**

Superintendent

Yvonne Caamal Canul

Strategic Plan Summary

STUDENT ACHIEVEMENT

All students will achieve or exceed state performance targets and graduate career and college ready.

OBJECTIVES:

- Increase student achievement proficiency and on-time graduation rates
- Improve data-driven instruction by regularly utilizing various sources, including iCollaborate, student and behavioral data
- Create district wide coherence and improve student learning by implementing curriculum pacing guides and formative assessments
- Identify and implement models and partnerships that will increase students' engagement in career preparation

SUPPORT SYSTEMS

The district will identify, improve and implement effective and efficient support systems.

OBJECTIVES:

- Complete a successful bond campaign in order to improve and reconfigure the district's facilities and provide students with 21st Century learning environments
- Update and/or replace outdated technology in order to provide students and staff with 21st Century learning tools
- Develop and implement rewards and consequences in order to reduce staff absenteeism
- Maximize personnel resources by maximizing staffing efficiencies in all departments

COMMUNITY OUTREACH

The district will maintain and grow strong relationships with greater Lansing's diverse communities, agencies, organizations, and businesses.

OBJECTIVES:

- Explore and expand opportunities for the greater Lansing community to engage with the district
- Improve communication with Lansing's diverse communities, including translation into a other languages
- Explore and expand opportunities for grants, donations, and partnerships in order to increase learning options for students
- Explore and identify approaches that will significantly increase positive family engagement

FINANCE

The district will monitor and adjust resources in order to maintain and improve financial stability.

OBJECTIVES:

- Update district infrastructure by implementing technology solutions to improve efficiencies in finance, human resources, and student information management systems
- Develop and implement strategies for increasing student enrollment
- Identify and implement strategies that will increase the district's fund balance

LEARNING ENVIRONMENT

The district will provide a safe and nurturing learning environment.

OBJECTIVES:

- Identify and adopt models for improving school climate and culture that include professional learning and problem-solving approaches
- Implement programs and protocols that will significantly reduce behavior referrals and out-of-school suspensions
- Implement programs, policies, and protocols that will significantly improve district morale and community perception of the district
- Implement behavior prevention, intervention, and intervention, and supports in all schools



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