

# Uxbridge Public Schools

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Kevin M. Carney  
*Superintendent of Schools*

Donald R. Sawyer  
*Business Manager*

To: Uxbridge School Committee

From: Kevin M. Carney, Superintendent of Schools

Date: July 23, 2012

Re: Superintendent Entry Plan

This upcoming school year will not only bring the grand opening of our state-of-the-art high school, but a reconfiguration of our grade levels and school buildings throughout the district. In essence, every Uxbridge school will have the opportunity to re-establish its identity, mission, and vision. These logistical changes open the doors for philosophical shifts as well and, with a District Strategic Plan and a Technology Plan ready for revision, our students, educators, and community stakeholders have the opportunity to drive change together and establish our educational focus for the foreseeable future.

A great deal of gratitude is owed to the former and current community leaders in Uxbridge for their diligence over the past 13 years to not only advocate for the educational needs of your children – but to stay committed and on course with their mission. They have prepared school administrators to make systemic growth and improvement in student achievement and experiences. I embrace this opportunity to partner with current leaders to bring these efforts to fruition.

## Entry Plan

Over the next several months, my efforts will be focused on learning as much as possible about our district and the needs of our constituents. These efforts will entail gathering information from a wide range of educators and community members to learn where the district has been and where it wants to be. This exercise will help me to understand the district as a whole and better prepare the leadership team and me to lead effectively. This entry plan is designed to:

- Learn about the values, norms, expectations, and goals of the community
- Learn about key events, issues, and concerns that have influenced the district
- Learn about the teaching and learning practices that influence curriculum programming
- Develop a written report of the district as a whole
- Establish themes and priorities that will lead to a focused strategy

### **Data Collection & Interviews**

Data collected through the review of school and district documents (internal assessment data, MCAS results, district policies, handbooks, curriculum materials, etc.) and personal interviews between July and November will provide a solid foundation for future planning. These interviews along with school visits and classroom observations will serve as an authentic measure of the wide range of stakeholders in Uxbridge and will provide me with an understanding of current practices that will help the leadership team and me to develop priorities in the future. Personal interviews will focus on individual perspectives of the school district's values, norms, goals, and visions for the future.

Interviews will involve representatives from all internal groups of the Uxbridge Public Schools. These groups include administrators, teachers, specialists, paraprofessionals, day care providers, nurses, secretaries, maintenance, and food service employees. Outside of the school staff, I will request to meet with members of the following groups and other key stakeholders within the community:

- School Committee
- Education Foundation
- Parent Teacher Organization (PTO)
- Parent Advisory Council
- "20-20" Group
- Selectmen
- Finance Committee
- The Uxbridge Taxpayers Association
- Teachers' Association Leadership
- Town Manager
- Town Moderator
- Town Treasurer
- Police & Fire Chiefs
- Department of Public Works Superintendent
- Board of Health Chair
- Council on Aging Director
- Media

### **Common Questions That Will Be Asked**

- What are the strengths of the Uxbridge Public Schools?
- What do you want to preserve most in the Uxbridge Public Schools?
- What are the key issues that you think the school system must face?
- Are there any existing school district goals that still need attention?
- What does the school district need to work on? What ideas do you have on how to improve the school district?
- What would you like to see changed in the school district?
- What town priorities impact the schools?
- What information about the schools would you and others benefit from knowing?
- What ways can I strengthen and support the work of teachers, administrators, and town leaders?

In addition to the interviews, I will also be available to staff, students, parents, and community members who wish to share their thoughts about the schools. Please feel free to contact my Administrative Assistant, Mrs. Barbara Emerick, at [bemerick@uxbridge.k12.ma.us](mailto:bemerick@uxbridge.k12.ma.us) and I will be happy to meet with individuals or small groups.

Scheduled times for larger groups will also be available. "Refreshments with the Superintendent" at the Taft Early Learning Center cafeteria will be offered from 9:00 – 10:00 a.m. on the following dates:

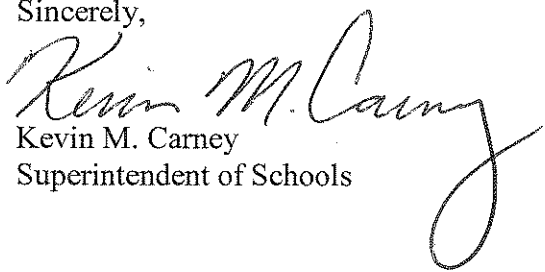
- Wednesday, August 1
- Wednesday, August 8
- Wednesday, August 15

For those who are unable to meet in the morning, I will also offer pizza and salad to anyone interested in discussing the school district on Thursday, August 16 from 6:00 – 7:30 p.m. in the Taft Early Learning Center cafeteria. Please email Mrs. Emerick to let us know if you are able to attend this evening event.

### **District Report**

The data culled during these meetings and discussions taking place between July and November will result in a report describing the insights and patterns, which will be presented at a series of School Committee meetings in the late winter/early spring 2013. While the Entry Plan follows a determined timeline, questions, concerns, thoughts, and suggestions from students, staff, parents, and community members will always be welcomed. I am looking forward to becoming an active member of the Uxbridge community and working collaboratively with all stakeholders to provide an exceptional educational program for all of our children.

Sincerely,



Kevin M. Carney  
Superintendent of Schools