

RIVERVIEW IU 6

270 Mayfield Road

IU Comprehensive Plan | 2024 - 2027

DRAFT 2024-2027 RIU6 Comprehensive Plan.

Please contact Shawn Algoe (salgoe@riu6.org or 814-297-5103) with any questions or recommendations.

MISSION STATEMENT

To provide distinctive educational services that are responsive to the needs of our member districts and support the growth and success of the students we serve.

VISION STATEMENT

To be the regional leader in creating and providing distinctive educational services to our member districts and students.

EDUCATIONAL VALUE STATEMENTS

STUDENTS

Currently RIU6 employs 197 employees, comprised of administrators, supervisors, professional and support staff. We have school age teachers and paraprofessionals, early intervention teachers, speech therapists, teachers of the hearing and visually impaired, occupational therapists, physical therapists, nurses, training and consultation staff, service coordinators, social workers, school psychologists, autism specialists, behavior specialists, and secretaries. Our staff provides services to students in life skills classrooms, emotional support classrooms, multiple disabilities support classrooms, autistic support classrooms, mental health programs, residential placements, nonpublic schools and early intervention classroom settings. Our staff works collaboratively with school district staff to provide the best quality services to students in IU operated classrooms. We service approximately 1,700 students through our early intervention programming, have around 130 students in school age consortium classes, service around 500 students in non-public school setting and then push into other educational settings to service well over 1,500 other students across our IU region. The aforementioned description outlines our direct services; however, indirectly the RIU6 services over 21,000 students through our supports of the local school systems and their leadership, staff, and families.

STAFF (FORMALLY EDUCATORS)

The RIU6 Education Programs department and our Training and Consultation team provide supports in a variety of ways for our member districts, from grant writing, research, and professional development to specific educational services and interventions. We work to add value to the educational programs across our IU region. We value quality, collaboration, professionalism, innovative approaches, and the efficient utilization of time and resources. We believe all learners have the ability to grow when taught using strategies that draw on their strengths and meets their individual learning needs. As students' needs differ, we recognize districts' needs differ as well. We work to build and support collaborative relationships with our local districts. When we/they are presented with a challenge, we provide custom solutions based on the specific needs of the district. We do our best to provide accurate, educationally relevant solutions which allow our districts to create unique standards-aligned systems to benefit all students. The department-level teams within RIU6 utilize member knowledge, vast experience, and the ability to consult with state-wide job alike contacts when providing guidance and support to local education agencies. Team members attend train-the-trainer sessions to further enhance their knowledge of best practices in the field which can be shared with local educators at RIU6 headquarters or locally in our member districts/schools.

ADMINISTRATION

The Division of Administrative Services leads and directs the administrative functions of Riverview Intermediate Unit, as well as program development and coordination, state and federal liaison, and consultative services to school districts in the service area. We facilitate regular network meetings to support the administration of our local schools, both public and non-public. Department leadership provides local entities with recurring opportunities to receive updates from the Pennsylvania Department of Education (PDE), support with navigating changes in law and regulations, and opportunities to collaborate with colleagues about resources, processes, and solutions to difficulties. The types of meetings that are facilitated by the RIU6 include: Curriculum Council Network Meetings, Data Quality Network Meetings, Facilities Management / Supervisor of Buildings & Grounds Meetings, Federal Programs Network Meetings, Gifted Network Meetings, School Counselor (Guidance) Network Meetings, Librarian Network Meetings, Principal Network Meetings, School Psychologist Network Meetings, Special Education Directors Network Meetings, Superintendent Advisory Council Meetings, Technology Consortium Network Meetings (Technical side of technology - RWAN, hardware, software, plugs, and wires), Tech Integrators Network Meetings (Instructional technology side - application, instruction, teaching with tech tools), Transition Coordinator Network Meetings, and the Pennsylvania Inspired Leadership Program (PIL) (Act 45 awarded).

LEA LEADERS

RIU6 is governed by a seventeen-member Board of Directors, representing each of our school districts, and the Executive Director, with feedback from an Advisory Council consisting of all seventeen Superintendents in the RIU6 region. RIU6 is committed to responding to community, school, and student needs, assisting districts in meeting state and federally mandated programs, and developing and coordinating regional programs to increase the capacity of our region in areas directly impacting education. From our network of meetings to support our LEA leaders, to school board member training, to planning advocacy events with our local legislators, the RIU6 is always working to support our local school leadership and the communities they serve.

PARENTS

RIU6 assists our region by supporting parents and collaborating on events with our local districts to engage stakeholders and families. We have hosted camps, brought in parents for demonstrations and celebrations, and provided training for parents in special education and other areas.

Specialists work closely with families and districts to support students in a multitude of capacities. This includes opportunities in the areas of hearing, vision, speech, autism, and behavior. Service coordinators and social workers are always trying to maximize the success of the students through parent and family engagement. RIU6 is deeply engaged with the development and implementation of programs and services that support students with disabilities preparing to leave school. The Individuals with Disabilities Act stipulates the establishment of interagency responsibilities or linkages or both before the student leaves school. RIU6 assists districts, parents, and students with the initial planning and ongoing consultation for establishment of local interagency council organizations and the related activities.

COMMUNITY

RIU6 is connected throughout our communities, working closely with various non-profit organizations, higher education providers, local hospitals, schools, and mental health service agencies/providers. We are connected with the local work force development boards, economic development agencies, local area chambers of commerce, and public safety/emergency planning officials. We facilitate interagency coordination and engage with local businesses to connect curriculum with work-based learning experiences.

OTHER (OPTIONAL)

The RIU6 shared values are: 1) Teamwork - All employees and departments working collaboratively to provide focused RIU programs and services requiring our collective strength to meet challenging opportunities to serve others; 2) Communication - Clear and concise sharing of current RIU programs, services, and information; listening to determine how we can develop new programs and services to better meet the needs of our districts and students; and internal communications to collaboratively develop programs and services from a position of organizational strength; 3) Organizational Capacity - Commitment to ongoing organizational change and growth necessary to address local, state and federal initiatives; and serve our member districts and students to the best of our ability; and, 4) Resource Development - Consistently striving to improve the delivery of service including increasing the competency level of providers and receivers of RIU programs.

STEERING COMMITTEE

Name	Position	Building/Group
Michael Stahlman	Administrator	Riverview Intermediate Unit 6
Shawn Algoe	Administrator	Riverview Intermediate Unit 6
Mary Anne Jordan	Administrator	Riverview Intermediate Unit 6
Robin Fillman	Administrator	Riverview Intermediate Unit 6
Teresa Baker	Staff Member	Riverview Intermediate Unit 6
Tammy Starcher	Staff Member	Riverview Intermediate Unit 6
Lisa Thompson	Staff Member	Riverview Intermediate Unit 6
Deanna Sintobin	Administrator	Riverview Intermediate Unit 6
Kayla Simpson	Staff Member	Riverview Intermediate Unit 6
Bethany Lively	Staff Member	Riverview Intermediate Unit 6
Katie Farbo	Staff Member	Riverview Intermediate Unit 6
Stacey Thompson	Board Member	Riverview Intermediate Unit 6
Greg Barrett	Community Partner	Riverview Intermediate Unit 6

Name

Position

Building/Group

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ESTABLISHED PRIORITIES

Priority Statement

To recruit, train, and prepare supervisory staff to provide instructional leadership and maximize high quality teaching to enhance student learning.

Outcome Category

Essential Practices 4: Implement Data-Driven Human Capital Strategies

To recruit a highly competent staff for delivery of high quality services to meet the needs of our member districts and the students we serve.

Essential Practices 4: Implement Data-Driven Human Capital Strategies

ACTION PLAN AND STEPS

Evidence-based Strategy

Improve recruitment and retention of supervisory staff positions.

Measurable Goals

Goal Nickname

90% Fill rate & retention rate for RIU6 professional and support positions.

Measurable Goal Statement (Smart Goal)

Develop a data-driven human resources approach to recruit a highly competent staff for delivery of high quality services to meet the needs of our member districts and the students we serve. Evaluate current staffing plan and seek to identify strategic trends. Implement recruitment tools (e.g. Handshake, social media platforms, local media) to identify new candidates for employment. Implement an induction program plan for new professional staff. Ensure proper training and preparation of staff based on assignment and performance expectations. Additionally, the RIU6 leadership team will develop innovative service delivery approaches to meet the evolving needs of our districts while taking into account the regional staff shortages. The RIU6 will

Goal Nickname	Measurable Goal Statement (Smart Goal)
	meet or exceed a 90% fill and retention rate year-over-year.
90% Fill rate & retention rate for RIU6 supervisory staff positions.	Develop a data-driven human resources approach to recruitment, training, and preparation of supervisory staff. Evaluate current staffing plan and seek to identify strategic trends. Implement recruitment tools (e.g. Handshake, social media platforms, local media) to identify new candidates for employment. Implement an induction program plan for new supervisors/administrators. Ensure proper training and preparation of staff based on assignment and performance expectations. The RIU6 will meet or exceed a 90% fill and retention rate year-over-year.

Action Step	Anticipated Start/Completion	Lead Person/Position	Materials/Resources/Supports Needed
Develop a data-driven human resources approach to recruitment, training, and preparation of supervisory staff. Evaluate current staffing plan and seek to identify strategic trends. Implement recruitment tools (e.g. Handshake, social media platforms, local media) to identify new candidates for employment. Implement an induction program plan for new supervisors/administrators. Ensure proper training and preparation of staff based on assignment and performance expectations. The RIU6 will meet or exceed a 90% fill and retention rate year-over-year.	2024-07-01 - 2027-06-30	Assistant Executive Director/HR	Recruitment tools; induction programming for new employees; customized professional development to address identified areas of need.
Develop a data-driven human resources approach to recruit a highly competent staff for delivery of high quality services to meet the needs of our member districts and the students we serve. Evaluate current staffing plan and seek to identify strategic trends. Implement recruitment tools (e.g. Handshake, social media platforms, local media)	2024-07-01 - 2027-06-30	Assistant Executive Director/HR	Recruitment tools; induction programming for new employees; customized professional development to address

Action Step**Anticipated
Start/Completion****Lead
Person/Position****Materials/Resources/Supports
Needed**

to identify new candidates for employment. Implement an induction program plan for new professional staff. Ensure proper training and preparation of staff based on assignment and performance expectations. Additionally, the RIU6 leadership team will develop innovative service delivery approaches to meet the evolving needs of our districts while taking into account the regional staff shortages. The RIU6 will meet or exceed a 90% fill and retention rate year-over-year.

identified areas of need.

Anticipated Outcome

Year-over-year improvement in recruitment and retention rates; Year 1 - 80%; Year 2 - 85%; Year 3 - 90%.

Monitoring/Evaluation

Executive Leadership Team will review recruitment efforts and open positions on a monthly basis during administrative meetings and with the RIU6 Superintendents' Advisory Council and Board of Directors. We will review application numbers and applicants in the queue for interviews, offers, and onboarding. We will also review resignation numbers and data from exit interviews.

PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

Measurable Goals	Action Plan Name	Professional Development Step	Anticipated Timeline
<p>Develop a data-driven human resources approach to recruit a highly competent staff for delivery of high quality services to meet the needs of our member districts and the students we serve. Evaluate current staffing plan and seek to identify strategic trends. Implement recruitment tools (e.g. Handshake, social media platforms, local media) to identify new candidates for employment. Implement an induction program plan for new professional staff. Ensure proper training and preparation of staff based on assignment and performance expectations. Additionally, the RIU6 leadership team will develop innovative service delivery approaches to meet the evolving needs of our districts while taking into account the regional staff shortages. The RIU6 will meet or exceed a 90% fill and retention rate year-over-year. (90% Fill rate & retention rate for RIU6 professional and support positions.)</p>	<p>Improve recruitment and retention of supervisory staff positions.</p>	<p>Develop a data-driven human resources approach to recruitment, training, and preparation of supervisory staff. Evaluate current staffing plan and seek to identify strategic trends. Implement recruitment tools (e.g. Handshake, social media platforms, local media) to identify new candidates for employment. Implement an induction program plan for new supervisors/administrators. Ensure proper training and preparation of staff based on assignment and performance expectations. The RIU6</p>	<p>07/01/2024 - 06/30/2027</p>
<p>Develop a data-driven human resources approach to recruitment, training, and preparation of supervisory staff. Evaluate current staffing plan and seek to identify strategic trends. Implement recruitment tools (e.g. Handshake, social media platforms, local media) to identify new candidates for employment. Implement an induction program plan for new supervisors/administrators. Ensure proper training and preparation of staff based on assignment and performance expectations. The RIU6 will meet or exceed a 90% fill and retention rate year-over-year. (90% Fill rate & retention rate for RIU6 supervisory staff positions.)</p>			

Measurable Goals

**Action Plan
Name**

**Professional Development
Step**

**Anticipated
Timeline**

will meet or exceed a 90%
fill and retention rate year-
over-year.

PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

Measurable Goals	Action Plan Name	Professional Development Step	Anticipated Timeline
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Measurable Goals

**Action Plan
Name**

**Professional
Development Step**

**Anticipated
Timeline**

media) to identify new candidates for employment. Implement an induction program plan for new professional staff. Ensure proper training and preparation of staff based on assignment and performance expectations. Additionally, the RIU6 leadership team will develop innovative service delivery approaches to meet the evolving needs of our districts while taking into account the regional staff

Measurable Goals

**Action Plan
Name**

**Professional
Development Step**

**Anticipated
Timeline**

shortages. The RIU6 will meet or exceed a 90% fill and retention rate year-over-year.

COMMUNICATION PLAN - STEPS AND TIMELINES:

Measurable Goals	Action Plan Name	Communication Step	Anticipated Timeline
<p>Develop a data-driven human resources approach to recruit a highly competent staff for delivery of high quality services to meet the needs of our member districts and the students we serve. Evaluate current staffing plan and seek to identify strategic trends. Implement recruitment tools (e.g. Handshake, social media platforms, local media) to identify new candidates for employment. Implement an induction program plan for new professional staff. Ensure proper training and preparation of staff based on assignment and performance expectations. Additionally, the RIU6 leadership team will develop innovative service delivery approaches to meet the evolving needs of our districts while taking into account the regional staff shortages. The RIU6 will meet or exceed a 90% fill and retention rate year-over-year. (90% Fill rate & retention rate for RIU6 professional and support positions.)</p>	<p>Improve recruitment and retention of supervisory staff positions.</p>	<p>Develop a data-driven human resources approach to recruit a highly competent staff for delivery of high quality services to meet the needs of our member districts and the students we serve.</p>	<p>07/01/2024 - 06/30/2027</p>
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Measurable Goals

Action Plan Name

Communication Step

Anticipated Timeline

exceed a 90% fill and retention rate year-over-year. (90% Fill rate & retention rate for RIU6 supervisory staff positions.)

recruitment tools (e.g. Handshake, social media platforms, local media) to identify new candidates for employment. Implement an induction program plan for new professional staff. Ensure proper training and preparation of staff based on assignment and performance expectations. Additionally, the RIU6 leadership team will develop innovative service delivery approaches to meet the evolving needs of our

Measurable Goals

**Action Plan
Name**

**Communication
Step**

**Anticipated
Timeline**

districts while taking into account the regional staff shortages. The RIU6 will meet or exceed a 90% fill and retention rate year-over-year.

APPROVALS & SIGNATURES

Assurance of Quality and Accountability

As Executive Director, I affirm that this IU Level Plan was developed in accordance, and will comply with the applicable provisions of 22 Pa. Code, Chapters 4, 12, 14, 16 and 49. I also affirm that the governing board reviewed the IU Level Plan, as indicated in the attached official Board minutes and the contents of the plan are true and correct. Finally, I affirm that the plan was made available for public inspection and comment for a minimum of 28 days prior to approval by the school's governing board and submission to the Department.

Signature (Entered Electronically and must have access to web application).

Executive Director

Michael L. Stahlman

2023-01-13

ADDENDUM A: BACKGROUND INFORMATION TO INFORM PLAN

Strengths

Special Education plan is meeting student needs through a continuum of services.

The health and safety plan has been updated to reflect current requirements and protocols. Job-alike meetings include agenda items related to health and safety information impacting our local communities.

Establish and maintain a focused system for continuous improvement and ensure organizational coherence.

Facilitate effective, standards-aligned curriculum and assessment.

Coordinate and monitor supports aligned with learners' and families' needs.

Support implementing evidence-based instructional strategies and programs to ensure all learners have access to rigorous, standards-aligned instruction.

Allocate resources based on the analysis of data.

The technical assistance opportunities offered and utilized by our districts and local educators.

Challenges

Recruitment and retention of a high quality, fully credentialed staff.

Continue to build relationships with member districts' administration and staff, community businesses, workforce development, and state network of educational resource partners.

Engage in meaningful two-way communication with stakeholders to establish and sustain shared responsibility for learning across the Intermediate Unit.

Build the capacity of administrators as instructional leaders to effectively monitor, supervise, and support high-quality teaching and learning.

Recruit and retain fully credentialed, experienced, and high-quality employees.

Recruitment and retention of high-quality personnel.

Member districts have a limited number of professional development days. Substitute teacher shortages have adversely impacted district participation in professional development opportunities.

Strengths

RIU6 staff are able to fulfill State System of Support obligations based on PDE protocols and district needs.

Support implementing evidence-based instructional strategies and programs to ensure all learners have access to rigorous, standards-aligned instruction.

Coordinate and monitor supports aligned with learners' and families' needs.

Challenges

Recruitment and retention of fully credentialed, experienced, high-quality employees.

Build the capacity of administrators as instructional leaders to effectively monitor, supervise, and support high-quality teaching and learning.

Foster a vision and culture of high expectations for success for all stakeholders.

Coordinate fiscal resources from local, state, and federal programs to achieve the IU's goals and priorities.

Engage in meaningful two-way communication with stakeholders to establish and sustain shared responsibility for learning across the Intermediate Unit.

Most Notable Observations/Patterns

The challenge of recruiting and retaining high quality personnel is critical to sustain the programs and services provided to the RIU6 region.

Challenges	Discussion Point	Priority for Planning
Recruitment and retention of a high quality, fully credentialed staff.	Staffing shortages have dramatically impacted our programs and services. We are unable to hire a full complement of staff to maintain our current level of service. Expansion of services has become near impossible as high quality, full credentialed staff are not readily available in our region.	✓
Engage in meaningful two-way communication with stakeholders to establish and sustain shared responsibility for learning across the Intermediate Unit.		
Build the capacity of administrators as instructional leaders to effectively monitor, supervise, and support high-quality teaching and learning.	Recruitment and retention problems have impacted our professional, support and administrative employee groups. Experienced administrators/supervisors are not readily available in our region.	✓

ADDENDUM B: ACTION PLAN

Action Plan: Improve recruitment and retention of supervisory staff positions.

Action Steps	Anticipated Start/Completion Date
<p>Develop a data-driven human resources approach to recruitment, training, and preparation of supervisory staff. Evaluate current staffing plan and seek to identify strategic trends. Implement recruitment tools (e.g. Handshake, social media platforms, local media) to identify new candidates for employment.</p> <p>Implement an induction program plan for new supervisors/administrators. Ensure proper training and preparation of staff based on assignment and performance expectations. The RIU6 will meet or exceed a 90% fill and retention rate year-over-year.</p>	07/01/2024 - 06/30/2027
Monitoring/Evaluation	Anticipated Output
<p>Executive Leadership Team will review recruitment efforts and open positions on a monthly basis during administrative meetings and with the RIU6 Superintendents' Advisory Council and Board of Directors. We will review application numbers and applicants in the queue for interviews, offers, and onboarding. We will also review resignation numbers and data from exit interviews.</p>	Year-over-year improvement in recruitment and retention rates; Year 1 - 80%; Year 2 - 85%; Year 3 - 90%.

Material/Resources/Supports Needed	PD Step	Comm Step
Recruitment tools; induction programming for new employees; customized professional development to address identified areas of need.	yes	no

Action Steps	Anticipated Start/Completion Date
<p>Develop a data-driven human resources approach to recruit a highly competent staff for delivery of high quality services to meet the needs of our member districts and the students we serve. Evaluate current staffing plan and seek to identify strategic trends. Implement recruitment tools (e.g. Handshake, social media platforms, local media) to identify new candidates for employment. Implement an induction program plan for new professional staff. Ensure proper training and preparation of staff based on assignment and performance expectations. Additionally, the RIU6 leadership team will develop innovative service delivery approaches to meet the evolving needs of our districts while taking into account the regional staff shortages. The RIU6 will meet or exceed a 90% fill and retention rate year-over-year.</p>	07/01/2024 - 06/30/2027

Monitoring/Evaluation

Anticipated Output

Executive Leadership Team will review recruitment efforts and open positions on a monthly basis during administrative meetings and with the RIU6 Superintendents' Advisory Council and Board of Directors. We will review application numbers and applicants in the queue for interviews, offers, and onboarding. We will also review resignation numbers and data from exit interviews.

Year-over-year improvement in recruitment and retention rates; Year 1 - 80%; Year 2 - 85%; Year 3 - 90%.

Material/Resources/Supports Needed

PD Step **Comm Step**

Recruitment tools; induction programming for new employees; customized professional development to address identified areas of need.

yes yes



ADDENDUM C: PROFESSIONAL DEVELOPMENT PLANS

Measurable Goals	Action Plan Name	Professional Development Step	Anticipated Timeline
<p>Develop a data-driven human resources approach to recruit a highly competent staff for delivery of high quality services to meet the needs of our member districts and the students we serve. Evaluate current staffing plan and seek to identify strategic trends. Implement recruitment tools (e.g. Handshake, social media platforms, local media) to identify new candidates for employment. Implement an induction program plan for new professional staff. Ensure proper training and preparation of staff based on assignment and performance expectations. Additionally, the RIU6 leadership team will develop innovative service delivery approaches to meet the evolving needs of our districts while taking into account the regional staff shortages. The RIU6 will meet or exceed a 90% fill and retention rate year-over-year. (90% Fill rate & retention rate for RIU6 professional and support positions.)</p>	<p>Improve recruitment and retention of supervisory staff positions.</p>	<p>Develop a data-driven human resources approach to recruitment, training, and preparation of supervisory staff. Evaluate current staffing plan and seek to identify strategic trends. Implement recruitment tools (e.g. Handshake, social media platforms, local media) to identify new candidates for employment. Implement an induction program plan for new supervisors/administrators. Ensure proper training and preparation of staff based on assignment and performance expectations. The RIU6</p>	<p>07/01/2024 - 06/30/2027</p>
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Measurable Goals	Action Plan Name	Professional Development Step	Anticipated Timeline
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Measurable Goals

Action Plan Name

Professional Development Step

Anticipated Timeline

performance expectations. Additionally, the RIU6 leadership team will develop innovative service delivery approaches to meet the evolving needs of our districts while taking into account the regional staff shortages. The RIU6 will meet or exceed a 90% fill and retention rate year-over-year.



PROFESSIONAL DEVELOPMENT PLANS

Professional Development Step	Audience	Topics of Prof. Dev	
Differentiated Professional Growth Planning	New supervisors/administrators and new professional/support staff.	Topics will reflect needs identified through self- and supervisor assessment based on assignment and performance expectations. Given the wide range of programs and services provided by the RIU6, professional development programming must capture the individualized needs of new employees.	
Evidence of Learning		Anticipated Timeframe	Lead Person/Position
Employees will produce portfolios (electronic or hardcopy) that demonstrate evidence of learning. This will include self-assessment and justification for professional learning activities; summary of the activity; and, implementation plan (if applicable) for position/program.		07/01/2024 - 06/30/2026	Program Supervisors and Executive Leadership Team
Danielson Framework Component Met in this Plan:		This Step meets the Requirements of State Required Trainings:	
		Professional Ethics	



ADDENDUM D: ACTION PLAN COMMUNICATION

Measurable Goals	Action Plan Name	Communication Step	Anticipated Timeline
<p>Develop a data-driven human resources approach to recruit a highly competent staff for delivery of high quality services to meet the needs of our member districts and the students we serve. Evaluate current staffing plan and seek to identify strategic trends. Implement recruitment tools (e.g. Handshake, social media platforms, local media) to identify new candidates for employment. Implement an induction program plan for new professional staff. Ensure proper training and preparation of staff based on assignment and performance expectations. Additionally, the RIU6 leadership team will develop innovative service delivery approaches to meet the evolving needs of our districts while taking into account the regional staff shortages. The RIU6 will meet or exceed a 90% fill and retention rate year-over-year. (90% Fill rate & retention rate for RIU6 professional and support positions.)</p>	<p>Improve recruitment and retention of supervisory staff positions.</p>	<p>Develop a data-driven human resources approach to recruit a highly competent staff for delivery of high quality services to meet the needs of our member districts and the students we serve.</p>	<p>2024-07-01 - 2027-06-30</p>
<p>Develop a data-driven human resources approach to recruitment, training, and preparation of supervisory staff. Evaluate current staffing plan and seek to identify strategic trends. Implement recruitment tools (e.g. Handshake, social media platforms, local media) to identify new candidates for employment. Implement an induction program plan for new supervisors/administrators. Ensure proper training and preparation of staff based on assignment and performance expectations. The RIU6 will meet or exceed a 90% fill and retention rate year-over-year. (90% Fill rate & retention rate for RIU6 supervisory staff positions.)</p>		<p>Evaluate current staffing plan and seek to identify strategic trends. Implement recruitment tools (e.g. Handshake, social media platforms, local</p>	

Measurable Goals

**Action Plan
Name**

**Communication
Step**

**Anticipated
Timeline**

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Measurable Goals

**Action Plan
Name**

**Communication
Step**

**Anticipated
Timeline**

shortages. The RIU6 will meet or exceed a 90% fill and retention rate year-over-year.

COMMUNICATIONS PLAN

Communication Step	Audience	Topics/Message of Communication
Differentiated Professional Growth Planning	New supervisors, professional, and/or support staff.	Topics will reflect needs identified through self- and supervisor assessment based on assignment and performance expectations. Given the wide range of programs and services provided by the RIU6, professional development programming must capture the individualized needs of new employees.
Anticipated Timeframe	Frequency	Delivery Method
07/01/2024 - 06/30/2026	Letter will be presented to all new employees who require the individualized professional development program.	Letter
Lead Person/Position		
Supervisors and Executive Leadership Team		

ADDENDUM E: COMPREHENSIVE PLAN COMMUNICATIONS

Communication Step	Topics of Message	Mode	Audience	Anticipated Timeline
<p>The RIU6 Comprehensive Planning process is a component of the IU's continuous improvement effort. Comprehensive Plan information will be shared with stakeholders, including Board of Directors, professional and support staff and other job-alike groups.</p>	<p>The topics of the messages will relate directly to the components of the Comprehensive Plan itself, including mission/vision, educational values, essential practices, performance data, strengths/challenges, goal setting, action planning, professional development, and other pertinent elements like IU required reports.</p>	<p>Email; face-to-face presentations; website.</p>	<p>All pertinent stakeholders connected with IU programs and services.</p>	<p>Ongoing; the steering committee's involvement began prior to and during plan development; once presented and approved, all pertinent stakeholders connected with IU programs and services will have an opportunity to engage with plan contents.</p>
