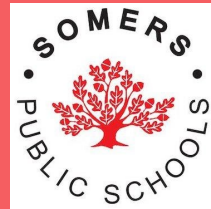


# Aspiring Leaders Capstone Project

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# CAPSTONE PROJECT

## **Original idea for my capstone project:**

My capstone project will be developing a district Pupil Services report via PowerPoint to present to the BoE using EdSight and distract data. I will use it as an opportunity to learn which district data I should be tracking and analyzing to inform programming and monitor district compliance.

## **Vision:**

All stakeholders will understand, support, and fund Pupil Services department programming and identified areas of need.

## **Mission:**

A detailed data analysis will be presented to the Board of Education and community stakeholders, and areas of focus will include Pupil Services trends and identified programmatic and personnel needs throughout the district.

# Areas of Focus

## **Outcome:**

To influence Board of Education decision making in regard to the Pupil Services Department.

## **Method:**

Pulling data from state and district resources to create plain language PowerPoint to deliver to the BoE.

## **Stakeholders:**

Board of Education, Superintendent, Administrative Team, Staff, Families, Students, Community Members

# Plan of Action

- ★ Create a PowerPoint to present to the Board of Education with an end of year update and outlined department goals, data, programming considerations
  - PowerPoint was created and I had to determine which areas I wanted to collect data on and target areas to present to the BoE to influence decision making and funding for department programming and personnel
  - I determined that I would review my department goals for and progress made towards goal achievement for SY 22-23
  - I determined that I would collect data related to the district's special education prevalence rates going back to 2016. I also wanted to include total student population numbers in that data.
  - I wanted to provide a snapshot of the importance of mental health services in district and share 211/911 crisis call numbers
  - I wanted to review the supervision responsibilities of pupil services administrators
  - Introduce and highlight specialized program mission statements

# Plan of Action

- ★ Gather relevant data and information required to complete my PowerPoint
  - This involved using EdSight to determine prevalence rates for Somers Public Schools since 2016
  - Meeting with our district Data Specialist to review the EdSight information related to student enrollment and students with disabilities child counts
  - EdSight information was incorrect in a few areas which led us down a path of analyzing data collection processes for the district, PSIS historical counts and SEDAC recorded information. This was a very lengthy process
  - Email my support staff throughout the district for 211/911 numbers placed this school year for students in crisis
  - Utilize data in CT-SEDS for current information on IEPs and 504s within the district and those we are fiscally responsible for
  - Contact Diane Murphy at CSDE to review how prevalence rates are calculated

# Plan of Action

- ★ Meet with new Superintendent of Schools to Review PowerPoint
  - Met with interim superintendent to review department goals and highlights to include in my PowerPoint
  - Brought in our data specialist to review some discrepancies found between PSIS and SEDAC reporting and EdSight
  - Reviewed areas to target with current data regarding referrals and # of IEPs and 504s
  - Reviewed OOD placements
  - Met with interim and included our new superintendent to discuss the end of year PowerPoint and my goal to make this an annual report before the BoE budget is approved
  - Reviewed desired outcome of the PowerPoint presentation