

Dr. Lois DaSilva-Knapton, Superintendent

Self Evaluation Accomplishments

January 2019

Summary of Accomplishments over the last five and ½ years

In my first 10 months on the job, I was faced with drastic changes to the education horizon with Common Core implementation, Educator Evaluation and Support Plan revisions, and SBAC decisions and implementation. I started on August 21 with no budget and the budget had just failed its third referendum and finally passed on the fifth referendum in October 2013. Since then, for the last 5 budget cycles, every budget has passed on the first try. This was accomplished by proactive budget work by the BOE and the support of the Community.

As a systems thinker, my time in Canterbury has been focused on building upon the solid foundation of learning and adding systems of support for enhanced learning. This can only be done with a team of people all working and striving for the same thing, our kids. In conjunction with my Executive Assistant, Dottie Horn, and in addition to my normal every tasks of managing and leading a school district, here is a sampling of major systems accomplishments in Canterbury Public Schools, since my inception in August 2013:

During my first three years in Canterbury:

- ★ Organized a Board retreat and self- survey to assist in providing direction for the BOE and the district
- ★ Built a bridge with the town officials and the Seniors
- ★ Reinstated monthly Communication meetings with the BOE Chair, BOF chair, First Selectman and myself

- ★ Was a key player in the budget formation, presenting a philosophical change in budgeting regarding the excess cost, changing the bottom line, pushing for proactive moves and informing the town about the budget, being visible, and available to answer questions and the budget passed on the first try
- ★ Completed a successful Principal search, and implemented successful transition activities, providing a seamless transition for a 14 year veteran Principal at CES
- ★ Facilitated a transportation ad-hoc committee study and moved forward with a plan
- ★ Suggested, actively participated, and completed a 3-5 year Canterbury Public Schools Strategic Planning process, including key stakeholders
- ★ Instituted posting all Canterbury policies on our website
- ★ Instituted posting BOE agendas and minutes on our own website
- ★ Reignited the Policy committee and provided direction for the committee
- ★ Ratified the Secretaries contract in September 2013
- ★ Completed negotiations on the Custodian's contract in November 2013
- ★ Completed negotiations the Administrator's contract in December 2013
- ★ Completed negotiations on the Bus Driver's contract in June 2014
- ★ Worked closely with the administrative team in continuing best instructional practices in our schools
- ★ Instituted job embedded Professional Development with the help of EASTCONN staff; the focus was Common Core implementation in grade levels
- ★ Initiated discussion on solar panels at CES and facilitated the process; construction was completed during the Fall of 2014.
- ★ Assisted in the roll out of PowerSchool, AESOP, My Learning Plan, and Blackboard Connect.
- ★ Initiated and completed a total upgrade of WiFi infrastructure in both buildings
- ★ Upgrade and purchase of classroom technology across the district, such as SMART Board projectors, Hover cams (document camera), 3d printer, over 150 Chromebooks, two WiFi printers for Chromebooks, and upgraded and added a computer lab at both schools.
- ★ Closely evaluated contracted companies and changed vendors based on our needs: Technology Support Company, Oil Company, and Insurance Company
- ★ Secured a Security grant and upgraded and added security cameras in both schools
- ★ Via security grant, implemented a keyless entry system for both schools
- ★ Via security grant facilitated the purchase of and the installation (on 12 buses) a brand new bus radio system, with GPS capacity
- ★ Implemented staff ID's brand new electronic system
- ★ Instituted structured Policy Committee Procedure and meeting schedule
- ★ Initiated a Security Audit and am following recommendations

- ★ Annually update our Emergency Operations Plan and hold an annual meeting of the School Safety and Security team
- ★ Initiated and implemented the use of new systems such as Veritime (electronic timesheets), MLP (My Learning Plan / PDMS (an observation / evaluation online system for teachers and Administrators), OASYS, (Professional Development accountability for staff), and Power Lunch and Parent Portal (enhancing the use of Powerschool, our current system of data housing for educational school records)
- ★ Initiated, completed, and currently use as a guiding document our three-year Strategic plan (since expired but will be reinvigorated this summer 2019)
- ★ BOE moved to paperless meetings
- ★ Hiring protocol developed and used for all hires
- ★ Hired two new Principals
- ★ Hired a Curriculum Consultant (.4)
- ★ Founder and Co-Developer and participant / Secretary in the Canterbury Education Foundation
- ★ Facilitated negotiations of all six unions on a three year rotating schedule

With all these foundational systems and staff solidifying, we could now focus more on the Instructional end of systems thinking.

Other more recent accomplishments:

- ★ In conjunction with the Principals, facilitated the implementation of a Universal Screening, first we used STARR, then switched to NWEA in 2015
- ★ In conjunction with the Principals, facilitated the implementation and training for Reader's Workshop Model
- ★ In conjunction with the Principals, facilitated the implementation of Writer's Workshop Model of Instruction
- ★ Initiated and followed up on the implementation of Instructional Rounds at BMS and CES
- ★ In conjunction with the Principals, we are continually increasing personalized learning opportunities for all students
- ★ Professional support embedded into classrooms based on teacher need
- ★ Increase Chromebook implementation and interactive projector implementation in all classrooms
- ★ Google application for Education implemented with integrity and training
- ★ Facilitated roof committee work and with community support, persevered to have the BMS roof project installed during the summer of 2018

- ★ Automation of both libraries
- ★ Cycle of Technology replacement established
- ★ Facilitated and actively participated in Teacher's contract negotiations September / November 2018
- ★ Actively participated and allowed BOF member to attend Superintendent's negotiations session Fall 2018
- ★ Facilitated and actively participated in Paraeducator's contract negotiations January 2019
- ★ Facilitated and actively participating in Secretaries' contract negotiations February 2019
- ★ Facilitated and actively participating in Custodian's contract negotiations March 2019
- ★ Reviewed and approved all Free and Reduced hot lunch program applications in the Fall of 2018 (we did not have a Finance Director)
- ★ Assisted with the completion of the CT Cafeteria audit, we passed with flying colors, November 2018
- ★ Performed duties of Bus Coordinator during Fall 2018
- ★ Participate on the CAPSS Board of Directors as the NASA Representative