MINUTES: GOVERNING BOARD – SPECIAL MEETING

2010-2011

December 1, 2010

Nathaniel Dysart Education Center

Location:

SPECIAL MEETING - GENERAL FUNCTION

1. Ms. Jennifer Tanner, Governing Board President, called the special meeting to order at 9:17 a.m. Governing Board members constituting a quorum were present; Ms. Jennifer Tanner, Ms. Christine Pritchard, Ms. April Allen and Mrs. Bonnie Schroader. Mr. Jerry Eynon joined the meeting at 9:23 a.m.

2. A motion by Tanner/Allen was entered to approve the Agenda Form consistent with Board Policy BEDB and temporarily suspend any Governing Board Policy with which this agenda may be inconsistent. UNANIMOUS

SPECIAL MEETING AGENDA

Review and Discuss Recommendation for Revision of the Strategic Plan
A brief history of the Strategic Plan revisions process was provided. The Governing Board reviewed, discussed, and provided input to the recommendations for revision made by the stakeholder groups. Dr. Pletnick answered questions, provided clarification and revised the plan based on input from the Governing Board. Student Achievement, Dysart Culture, and Safety and Wellness were areas of focus for the Governing Board during the review and input process. Appendix A

The Strategic Plan will be presented for Board approval at its December 15, 2010 meeting.

ADJOURNMENT
The meeting ended at 12:18 p.m.

Signed: Date:

[Signature]

December 15, 2010
Strategic planning is a process that allows a district to define its strategy, or direction, and make decisions on allocating its resources to pursue the strategy. Strategic Planning is the formal way the district plots its future course. All strategic planning deals with key questions, such as:

- "What do we do?"
- "Who is responsible?"
- "How do we excel?"

This process established the direction for the Dysart School District for a 3 year period. Starting in 2008 the Dysart community worked collaboratively to identify the state of the district, and then Dysart identified goals and established a plan to achieve the goals.
With the current Strategic Plan in its final phase of implementation, it is time to review and revise the plan.
What is the process?

Components of the Revision Process
Internal and External Data Audit/Collection

Time frame: June 2010

- Assemble existing data and information obtained by the district. Data collected includes:
  - Strategic Plan Survey II
  - Student Academic and Curriculum, Instruction and Achievement (CIA) Data
  - Demographic Data
  - Staff Data
  - Review and analysis of information on district initiatives
  - Budget
  - Data identified in strategic plan in specific goal areas that was collected and analyzed

- **Outcome:** Collection of relevant data to be utilized to inform the data driven process for revising the Strategic Plan
Research Audit/Collection
Time frame: June 2010

- Assemble existing research and information relevant to the goal areas of the Strategic Plan. Research includes:
  - Best practices
  - Successful practices
  - Internal or external research to inform practice

- **Outcome:** Collection of relevant research and practices to be utilized to inform the Strategic Plan revision process
Facilitating the Strategic Planning Process
Exceeding standards; future ready
Time frame: July – August 2010

- Process designed that is informed by the data and information obtained through the data and research audit/collection
- Plan developed through a consensus decision making process that includes stakeholders from the district and community
- Advertise and select Action Team members; establish facilitators; develop training and meeting schedule

- **Outcome:** Strategic Plan revised with Plan goal areas and objectives clearly defined
Strategic Plan
Time frame: August - October, 2010

- The designed process is utilized by Action Teams to develop the strategic plan
- Strategic Plan theme areas examined in planning:
  - Exceeding Standards, Future Ready - Student Achievement
  - Modeling Success - Leadership
  - Dysart Work Culture - Climate
  - Healthy Students, Safe Schools - Health and Safety
  - Resources

- **Outcome:** Revised goals with objectives
Develop an Action Plan for Objectives
Time frame: November - December

- Share Action Team work on revised goals and objectives with constituencies for review and input
- Leadership Team utilizes input to revise goals and objectives as needed
- Leadership Team evaluates revisions to assure alignment with the current and projected organizational capacity of the district
- Leadership Team identifies measures of success, resources and timelines for goals and objectives

**Outcome:** Development of action plans to support strategic plan goals
Board Action on Plan

Time frame: December 2010

- Board takes action on revised Strategic Plan

- **Outcome:** The revised Strategic Plan is approved and becomes the new framework to build and sustain organizational capacity to achieve the outcomes identified through the strategic planning process.
Communication and Roll-Out
Time frame: February - May 2011

- Communicate the revisions to internal and external constituencies
- Communicate the implementation process

**Outcome:** Strategic plan addressing communication of the plan revisions and implementation plan that includes consensus-building and involvement of constituencies
How did the Action Committee Revise the Goals and Objectives?
Review Strategic Plan

- Highlight critical foundational pieces accomplished
- Review each goal:
  ✓ Is it still relevant?
  ✓ Is it rigorous?
  ✓ Will it move the district to exceeding standards and being future ready?
- Examine remaining objectives
  ✓ Are they still relevant?
  ✓ Will they move the district toward goal accomplishment?
  ✓ Are they rigorous?
Examine Relevant Data & Research

- *Identify the gaps between current reality and goals*
  - What is causing the gap?
- *Examine other pieces of data and current research and best practices*
  - What revisions are necessary in the goals/ objectives to fill the identified gap/need?
  - Do new goals/objectives have to be established to fill this gap/need?
- Revise, add, delete goals and objectives as necessary
Analyze Data

Identify celebrations and areas of concern found in data pieces
➢ Examine areas of focus
➢ Develop trend statements for each focus area
➢ Develop goal stem or revise goals
➢ Complete cause and effect analysis
➢ Evaluate data needs and research needs
➢ Complete gap analysis
Design Model for Revision - ADPIE

Assess/Analyze
- Needs assessment
- Task inventories
- Determine performance gaps
- Task analysis

Evaluation
- Reaction
- Learning (knowledge)
- Behavior (transfer)
- Results

Implementation
- Prepare to deliver training
- Administer training (teach/facilitate)
- Create environment for learning

Design
- Create learning objectives
- Create performance tests
- Create course outline

Plan
- Create materials or courseware
- Determine resources
- Determine timelines
What have we done?
Where are we?

Components of the Revision Process
Phases Completed

✓ Internal and External Data Audit/Collection - June 2010

✓ Research and Data Audit/Collection - June 2010

✓ Facilitating the Strategic Planning Process - July – August 2010

✓ Strategic Plan Revision by Action Teams- August - October, 2010

✓ Community Input Forums and Webinars- November, 2010
Next Steps

- **Board Review, Input and Adoption** — December, 2010
- **Communicate Plan** — January - April, 2010
- **Implementation Preparation** — April - May, 2010
Plan Requirements

Non-negotiable for the Strategic Plan Revision
Non-negotiable

Goals and Objectives
- SMART
  - Strategic
  - Measureable
  - Achievable
  - Results Oriented
  - Timely

Measures of Success
- Measures match stated objective outcomes and goal ends (results-oriented)
Non-negotiable

Achievable

- Is the outcome something the district can control?

Laser Like Focus

- Will this insure students exceed standards and will be future ready?
5 Themes

➢ Exceeding Standards, Future Ready: Student Achievement

➢ Dysart Culture: We Are Dysart

➢ Modeling Success: Leadership

➢ Healthy Students, Safe Schools: Safety and Wellness

➢ Resources: Supporting Success