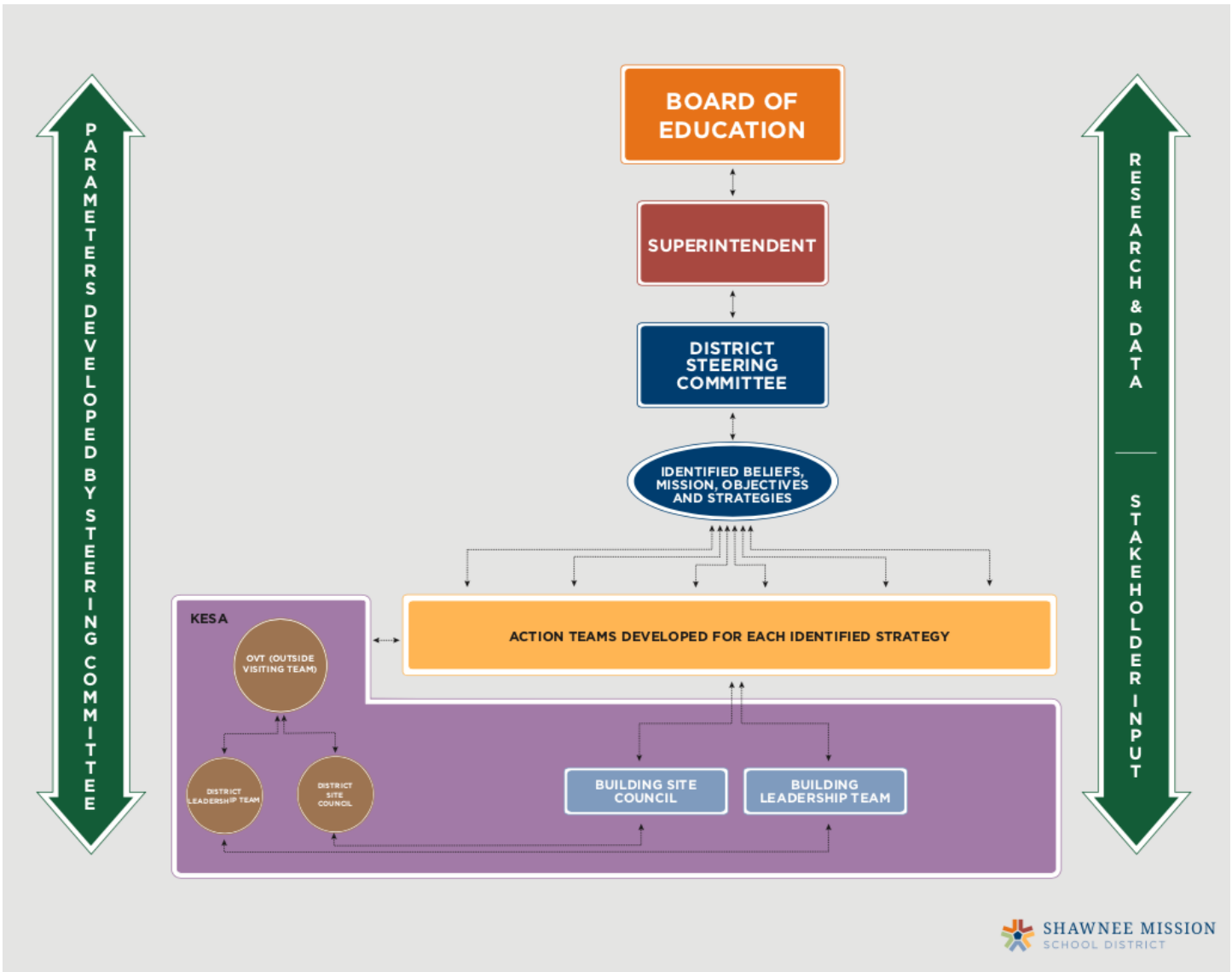


Shawnee Mission Schools Strategic Planning Process Cycle II 2024-2029



Board of Education

The board of education will oversee the process of strategic planning which will include final approval of the designed plan. The board will:

- Identify a few intentional and explicit outcomes and definitions of process that will guide the work.
- Define factors for the steering committee to consider.

Superintendent

The superintendent of schools is responsible for engaging a stakeholder-rich process that results in the effective development and implementation of the strategic plan. The superintendent will be an active participant on the district steering committee and ultimately, will bring recommendations to the board of education for consideration and action. The superintendent is responsible for ensuring that final recommendations fit within current and future budget projections, can be appropriately staffed, and do not interfere with existing commitments and obligations. (Future funding projections are dependent upon the Kansas Legislature fully funding public schools.)

District Steering Committee

The district steering committee is comprised of approximately 30 district stakeholders representing both the school and district communities. This committee, representing a broad range of stakeholder groups (parents, students, classified and certified staff, PTA, business leaders, city leaders, community services, etc.) and representative of the district's demographic profile, will work with the hired consultant to engage in the strategic planning process, including:

- Overseeing the work
- Developing a mission, beliefs, objectives and strategies
- Supporting continuous improvement

Members of this committee will need to commit to attend the scheduled meetings.

Research and Data - All committees and decisions throughout the process will include research-based decision making including an analysis of current and past data trends to inform initial formation of, and continuous improvement on, defined student academic and student success outcomes.

Stakeholder Input - The Shawnee Mission School District values input from all stakeholders. Through this process we hope to gather input from willing participants. Stakeholders will be invited to contribute throughout the process in a variety of ways, including but not limited to: online quantitative surveys, qualitative feedback loops (e.g. Thought Exchange), participation on district strategic planning committees and action teams, building site councils, and other defined avenues for input and engagement. Recognizing the importance of transparency in this process, district representatives will provide updates monthly at board of education meetings.

Strategies

Strategies emerge from student outcome data, research, on-going defined needs/issues (e.g. facilities) and community input. The steering committee will use this information to inform the creation of action teams. The steering committee ensures recommendations from the actions teams support the beliefs, mission, objectives, and parameters of the proposed strategic plan. The steering committee will submit the proposed strategic plan to the superintendent for review. As stated above, the superintendent is responsible for ensuring alignment with district budget, staffing and other realities. (Future funding projections are dependent upon the Kansas Legislature fully funding public schools.)

Strategy Action Teams

These teams (25-30 people) will work on the identified strategies to establish action plans as well as costs associated with these plans. Action plans should be reflective of current and projected resources available to the District and be fiscally responsible and sustainable. Some team members will be appointed by the superintendent and/or designee; other team members will be drawn through a lottery process. We will work to ensure all teams are reflective of the community. Action team membership includes community volunteers, building and district level leadership team members, certified staff, classified staff, site council members, students and parents. Action teams have a specific task and exist for a defined period of time, with recommendations presented to the district steering committee. Work by the action teams support meeting KESA requirements.

- Academic Readiness - Kindergarten Readiness, High School Readiness, College/Career Readiness
- Student Success
- Facilities
- Connecting Community

KESA Outside Visitation Team

For KESA, the outside visitation team (OVT) is a group of education professionals charged with coaching, mentoring and supporting the system they are serving for the duration of the five-year accreditation cycle.

KESA Building Leadership Team

For KESA, the Building Leadership Team (BLT) leads/facilitates the building needs assessment, establishes the building's goals for the five-year cycle, develops an action plan for each goal, oversees the implementation of the action plans, and analyzes the effectiveness of the action plans.

KESA Building Site Council - For KESA, representing the school's parents, neighborhood, community, and business/industry, the Building Site Council (BSC) provides input during every step of the growth process. The BSC reviews and provides input/feedback on the work of the Building Leadership Team (BLT). This includes needs assessment, goal area selection, goal and action plan development, evidence/data, and analysis of growth.

KESA District Leadership Team

For KESA, the District Leadership Team (DLT) oversees and approves building-level KESA work, leads/facilitates the district needs assessment, establishes the district's goals for the five-year cycle, develops an action plan for each goal, oversees the implementation of the action plans, and analyzes the effectiveness of the action plans.

KESA District Site Council

For KESA, representing the district's parents, community, and business/industry, the District Site Council (DSC) provides input during every step of the growth process. The DSC reviews and provides input/feedback on the work of the District Leadership Team (DLT). This includes needs assessment, goal area selection, leadership goal and action plan development, evidence/data, and analysis of growth.

Tentative Timeline

| Date | Action |
|--|---|
| August 2023 | Superintendent Report regarding tentative timeline |
| September 2023 | Meet with Consultant |
| October 2023 | Board Action on Strategic Planning Process |
| December 2023 | Awareness campaign kickoff with video and information in the superintendent's report regarding the January release of steering committee application |
| January 2024 | Thought Exchange - add information to profile Ongoing research and data review Prepare district data for Steering Committee (Jan 25, 2024 complete) Jan. 4 through January 12 Google form open to receive interested applicants to serve on the steering committee Assemble Steering Committee by Jan. 23, 2024 |
| January 5, 2024 | Strategic Thinking Awareness Session - District Leadership Team and Board (3 - 90 minute sessions - iFair sign up) - Dr. Gunn |
| February 20 - 8 am - 3 pm February 21 - 8 am - 3 pm | Steering Committee Team Planning - Dr. Gunn Day One: <ul style="list-style-type: none"> ● Review Mission/Beliefs/Parameters/Core Values - who we are - what drives us ● Data analysis ● Review progress of Cycle I - celebration/acknowledgement of what we have accomplished ● What must we do? What moves us forward Day Two: <ul style="list-style-type: none"> ● Strategy Action Groups ● Strategies |
| February 26, 2024 | Board Update |
| February 27, 2024 | Communication looking for action team members for each strategy |
| Week of March 4, 2024 | Action Team Leaders Established Action Teams Established |
| March 20, 2024 | Action Team Leaders Training (20 people) - Dr. Gunn |
| March 21, 2024 | Action Team Leader Meeting - 2PM |
| March 25, 2024 | Board Update |
| March 27, 2024 | *Action Team Meetings - 4PM - 8PM |

| | |
|-----------------------------|--|
| | (Dinner) **There will need to be additional meetings set before the April meeting. |
| April 4, 2024 | Action Team Leader Meeting - 2PM |
| April 10, 2024 | *Action Team Meetings - 4PM - 8PM (Dinner) **There will need to be additional meetings set before the May meeting. |
| April 15, 2024 | Board Update |
| April 18, 2024 | Action Team Leader Meeting - 2PM |
| May 1, 2024 | *Action Team Meetings - 4PM - 8PM (Dinner) **There will need to be additional meetings set before May meeting |
| May 2, 2024 | Action Team Leader Meeting - 2PM |
| May 16, 2024 | Action Team Leader Meeting - 2PM |
| May 30, 2024 | Action Team Leader Meeting - 2PM |
| June 4, 2024 | Train School Planning Facilitators - Tentative |
| June 6, 2024 8 am - 5 pm | Presentations from Action teams to the Steering Committee - Dr. Gunn |
| June 24, 2024 | Strategic Plan to the Board |
| Fall 2024 | Building Team Action School Planning |
| Fall 2024 | Draft Building Team Action Plans Submitted to District Leadership Team |
| Fall 2024 | Building Team Action Plans Submitted to Board for Approval |

*Action teams will likely need to meet more than the three scheduled times. These times are required action team meetings so the entire group can meet collectively and touch base as a whole group. Action team members need to be prepared to attend additional meetings as needed.

**Subject to modification depending on action team meeting progress.

Process Definitions

Beliefs - We believe that...

- Not buttons or bumper stickers
- Must use absolute words, not wimpy words
- Things you will never compromise
- Not a prescription, no shoulds
- Not education specific
- Succinct, no metaphors
- Moral convictions
- Should be able to be understood by everyone without interpretation

Mission

- One sentence, succinct
- Architecture for the entire plan
- Describes our strategic intent
- Should be realistic
- It may need to be explained.

Objectives - measurable, observable, demonstrates results.

- Should not be predictions
- Do things we haven't done before
- Adjective, not a noun
- Should not be time bound (defined once action plans are developed)

Strategies - Largely stated initiatives through which the mission and objectives are to be achieved.

- Usually 4-6
- Action Team for each identified
- Close gap between current reality and imagined future

Parameters - Establish boundaries, limits and rules within the mission and beliefs including budget considerations.

Action Planning

- Strategic to Operational
- One action team for each strategy

Strategic Planning Action Team Meeting Schedule Spring 2024



***Meeting 1 - March 27, 2024**

4pm - 8pm

1. Analyze (unpack) the strategy

Meeting 2 - Team determined before April 10, 2024

1. Determine research questions

Meeting 3 - Team determined before April 10, 2024

1. Report research findings

***Meeting 4 - April 10, 2024**

1. Brainstorm recommendations
2. Find tentative agreement on ideas

Meeting 5 - Team determined before May 1, 2024

1. Convert ideas to results statements
2. Finalize agreement on results statements

Meeting 6 - Team determined before May 1, 2024

1. Complete action plan forms with metrics
 - a. Process and product student outcomes
2. Data driven to evidence based

***Meeting 7 - May 1, 2024**

1. Cost benefit analysis
2. Final action plans
3. Prepare presentation for steering committee

*Required team meetings

Facilitators should not be authority in area or be the one that ensures the plan is completed - they are strictly a facilitator.