



MAMARONECK UNION FREE SCHOOL DISTRICT

# Superintendent's Entry Plan

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## Purpose

- Ensure a **seamless transition** of leadership
- Determine the most effective means of building upon the work of the previous administration in order to establish a framework that ensures sustained
   excellence and meets the needs of ALL students
- Provide the school community with a detailed and clear outline of my transition process to MUFSD
- Establish relational trust with all members of the MUFSD school community
- Establish proactive Board-Superintendent
  relations that allow for an effective leadership team







Four Phased Approach for 2023-2024 School Year



#### PRE-ENTRY

June-November 2023

#### **PHASE I**

November 1-December 31, 2023

#### **PHASE II**

January 1-March 31, 2024

#### **PHASE III**

April 1-June 30, 2024



#### **ACCLIMATION**

Connect on individual level(s) to establish relational trust

### Pre-Entry

June-November 2023

#### LISTENING

Understand the stories within the MUFSD

#### **LEARNING**

Student and community experiences within the MUFSD- what are our metrics of excellence?

### Phase I

NOVEMBER 1-DECEMBER 31, 2023







# Off & Running

- Listening tour through focus groups and individual meetings
- Meet and greets with municipal and community leaders
- Review district data and performance by school and subject. Review organizational snapshots
- Establish a process for regular school visits
- Initiate and finalize the selection of Assistant Superintendent
- Build upon established processes for productive Superintendent and board relations
- Work through **initiative framework** at leadership meeting to identify core work and establish large scale wonderings
- Establish executive superintendent **student advisory** council
- Establish clear communicative feedback loops throughout organization
- Implement regular means of interfacing with the school community



# Listening & Learning

- Develop familiarity with board meeting/committee structure in order to assess the status of ongoing initiatives and district needs
- Establish regular and consistent meetings with the board president to facilitate a clear understanding of roles and responsibilities
- Develop **clear communication protocols** with the board regarding written reports, phone calls, electronic communication, and meetings
- Review the performance evaluation of the superintendent to determine mutually desirable expectations
- Review operating budget for effectiveness in promoting alignment to educational goals
- Establish regular meetings with business administrator and district leadership to assess current and future budgetary needs in order to cultivate a thorough understanding of the budget process

### Phase II

JANUARY 1-MARCH 31, 2024





# Building Blocks Established

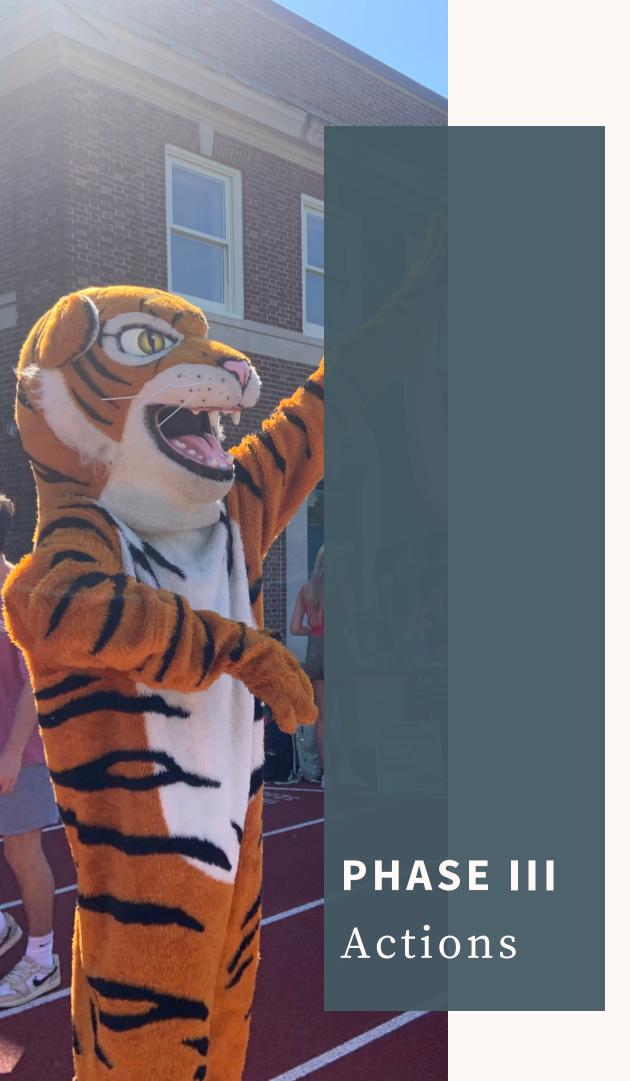
- Listening tour through focus groups and individual meetings
- Public presentation of Entry Plan status/Wonderings
- Continual utilization focus groups/continued community immersion
- Establishment process regular school visits/feedback loops across community
- Budget and critical staffing priorities established
- Disaggregate all individual student data/heat maps for student journeys
- Identify gaps/needs/strengths of all current district work



### Phase III

JANUARY 1-MARCH 31, 2024





### Long Term Planning Commences

- Establish framework for Five Year Strategic Plan, including internal and external teams for 24/25 and beyond
- Establish processes for on-going school and community feedback
- Continue to immerse myself in the MUFSD community



