

Charleston County School District (CCSD)

Board Implementation Timeline

Overview

The CCSD Board has identified the following objectives it wants to pursue to increase its focus on improving student outcomes.

- Refine existing board priorities
 - Divide existing priorities into student outcomes-focused and everything else
 - For the student outcomes focused priorities, turn them into SMART goals and select no more than five (Goals)
 - For everything else, turn them into values statements and select no more than five (Guardrails)
- Redesign board meetings to be more focused on the board-adopted Goals
 - Implement a community education process so that community members and staff know why the board is changing and what the changes will look like
 - Create a timeline to throw out existing agenda and install complete redesign that is 50% focused
 - Invest at least 50% of board meeting time each month into monitoring progress toward Goals focused on improving student outcomes
- Monitor the board's improvement at focusing on the Goals
 - Align the budget process with the goals and guardrails
 - Ensure that the district's first priority for resource allocation is the Goals
- Plan for board transition
 - Create processes to cause a great transition from this board to the next board
 - Create norms over the next 6-9 months and then use the remaining time to practice them to automaticity
 - Provide training to potential board members about effective governance

The Board Chair, Board Admin, Superintendent, and CGCS Coach will meet monthly to coordinate activities.

Additional Resources

- [Student Outcomes Focused Governance Manual](#)
- [Additional Reading About Governance](#)

Status Indicators (far right column)

Not Started	Off Track	Slightly Off Track	On Track	Completed
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June 2022

Activity	Description	Due Date	Owner	Status
Vision & Values	Board completes governance training that is student outcomes focused	6.30.22	CGCS Coach	Completed

July 2022

Activity	Description	Due Date	Owner	Status
Vision & Values	Board decides which path to take regarding current district goals to make them SMART and student outcomes focused	7.31.22	Board Chair	On Track
Vision & Values	Board reviews timeline in CoW and approval added to Board meeting agenda	7.18.22	Board Chair	On Track
Policy	Board reviews/approves policy recommendation in CoW	7.18.22	Board Chair	On Track
Vision & Values	Board receives student data analysis to help understand high leverage, high need areas (root cause analysis, comprehensive student needs assessment, and/or similar research-based tool)	7.27.22	Supt	
Vision & Values	Superintendent recommends SMART format for Reading and Math goals	7.27.22	Supt	
Vision & Values	Board selects potential Goals based on Superintendent recommendation, student data and drawing from existing sets of goals	7.27.22	CGCS Coach	
Monthly Check In	Conduct monthly check-in with board chair, board vice-chair, superintendent, and coach to plan for the following month	7.31.22	Board Chair	

August 2022

Activity	Description	Due Date	Owner	Status
Self Eval	Board conducts quarterly self evaluation and sets baseline	8.31.22	CGCS Coach	
Self Eval	Board conducts monthly time use evaluation and sets baseline	8.31.22	CGCS Coach	
Vision & Values	Board plans community listening sessions regarding Goals & Guardrails	8.15.22	CGCS Coach	
Superintendent Search	Board discusses Superintendent search process	8.31.22	Board Chair	

Policy	Policy review meeting	8.31.22	Board Chair	
Monthly Check In	Conduct monthly check-in with board chair, board vice-chair, superintendent, and coach to plan for the following month	8.31.22	Board Chair	

September 2022

Activity	Description	Due Date	Owner	Status
Community Engagement	Board conducts community workshops on governance that's focused on student outcomes (School Board School and Candidate Pre-boarding)	9.15.22	CGCS Coach	
Vision & Values	Board conducts community listening sessions regarding Goals & Guardrails	9.15.22	Board	
Superintendent Search	Board execution of Superintendent Search plan/process begins	9.30.22	Board Chair	
Policy	Policy review meeting	9.30.22	Board Chair	
Vision & Values	Board reviews synopsis of community feedback and drafts Goals & Guardrails	9.30.22	Board Chair	
Monthly Check In	Conduct monthly check-in with board chair, board vice-chair, superintendent, and coach to plan for the following month	9.30.22	Board Chair	

October 2022

Activity	Description	Due Date	Owner	Status
Agenda Redesign	Board begins to implement Q&A document process	10.31.22	Supt	
Calendar Redesign	Board reviews redesigned Calendar (including monitoring, training, engagement sessions, and statutory approvals)	10.31.22	Board Chair	
Vision & Values	Superintendent develops Interim Goals & Interim Guardrails	10.15.22	Supt	
Vision & Values	Board adjusts Goals and Guardrails based on the Superintendent's interpretation via the Interim Goals and Interim Guardrails (if needed)	10.21.22	Board Chair	
Vision & Values	Superintendent rewrites Interim Goals & Interim Guardrails (if needed)	10.28.22	Supt	

Vision & Values	Board adjusts Goals and Guardrails based on the Superintendent's interpretation via the Interim Goals and Interim Guardrails (if needed)	10.31.22	Board Chair	
Superintendent Search	Coaching team engagement with Board member for 1:1s to assist in designing a community engagement/outreach plan to help develop exclusionary criteria for superintendent search (if needed)	10.31.22	CGCS Coach	
Policy	Board approves Board Policy Manual	10.31.22	Board	
Monthly Check In	Conduct monthly check-in with board chair, board vice-chair, superintendent, and coach to plan for the following month	10.31.22	Board Chair	

November 2022

Activity	Description	Due Date	Owner	Status
Vision & Values	Board approves Goals and Guardrails	11.1.22	Board	
Self Eval	Board conducts quarterly self evaluation	11.30.22	CGCS Coach	
Self Eval	Board conducts monthly time use evaluation	11.30.22	CGCS Coach	
Agenda Redesign	Board implements 14 day Q&A document process	11.30.22	Board Admin	
Vision & Values	Board approves monitoring calendar (including training, engagement sessions, and statutory approvals)	11.30.22	Board Chair	
Monthly Check In	Conduct monthly check-in with board chair, board vice-chair, superintendent, and coach to plan for the following month	11.30.22	Board Chair	

December 2022

Activity	Description	Due Date	Owner	Status
Board Training	Board completes governance training that is student outcomes focused (new board on-boarding)	12.31.22	CGCS Coach	
Monitoring	Superintendent develops monitoring report template	12.31.22	Supt	
Monthly Check In	Conduct monthly check-in with board chair, board vice-chair, superintendent, and coach to plan for the following month	12.31.22	Board Chair	

January 2023

Activity	Description	Due Date	Owner	Status
Board Training	Board begins monitoring practice sessions	1.31.23	CGCS Coach	
Agenda Redesign	Board implements single business meeting with 14 day Q&A document process	1.31.23	Board Admin	
Monthly Check In	Conduct monthly check-in with board chair, board vice-chair, superintendent, and coach to plan for the following month	1.31.23	Board Chair	

February 2023

Activity	Description	Due Date	Owner	Status
Self Eval	Board conducts quarterly self evaluation	2.28.23	CGCS Coach	
Self Eval	Board conducts monthly time use evaluation	2.28.23	Board Chair	
Monthly Check In	Conduct monthly check-in with board chair, board vice-chair, superintendent, and coach to plan for the following month	2.28.23	Board Chair	

March 2023

Activity	Description	Due Date	Owner	Status
Vision & Values	Board receives budget recommendation overview concerning Goals and Guardrails alignment	3.31.23	Supt	
Superintendent Search	Top candidates presented to board, final applicants selected and interviewed per board-defined process with final selection offered a contract.	3.31.23	Board Chair	
Monthly Check In	Conduct monthly check-in with board chair, board vice-chair, superintendent, and coach to plan for the following month	3.31.23	Board Chair	

April 2023

Activity	Description	Due Date	Owner	Status
Vision & Values	Board reviews annual budget recommendation to ascertain alignment with Goals and Guardrails	4.30.23	Supt	

Monthly Check In	Conduct monthly check-in with board chair, board vice-chair, superintendent, and coach to plan for the following month	4.30.23	Board Chair	
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May 2023

Activity	Description	Due Date	Owner	Status
Vision & Values	Board adopts annual budget based solely on its alignment with the Goals and Guardrails	5.31.23	Board Chair	
Self Eval	Board conducts quarterly self evaluation	5.31.23	CGCS Coach	
Self Eval	Board conducts monthly time use evaluation	5.31.23	Board Chair	
Monthly Check In	Conduct monthly check-in with board chair, board vice-chair, superintendent, and coach to plan for the following month	5.31.23	Board Chair	

June 2023

Activity	Description	Due Date	Owner	Status
Supt Eval	Board conducts annual superintendent evaluation based solely on the Goals and Guardrails	6.30.23	Board Chair	
Monthly Check In	Conduct monthly check-in with board chair, board vice-chair, superintendent, and coach to plan for the following month	6.30.23	Board Chair	