

**COLOGNE ACADEMY
MANUAL OF SCHOOL POLICIES APPROVED BY THE BOARD**

POLICY 215: SCHOOL BOARD STRATEGIC PLANNING

I. PURPOSE

The purpose of this policy is to establish an effective and efficient strategic planning process that leads to a board-approved strategic plan every three years, at a minimum. It is expected that the strategic plan shall be integrated with other accountability/reporting activities and used by the board during the steps taken to renew the school's charter.

II. GENERAL STATEMENT OF POLICY

To help assure optimal organizational performance the school board will review the vision, mission, and goals of Cologne Academy within the strategic planning process.

The following strategic planning process guidelines will be implemented:

- A. Under normal circumstances, the Cologne Academy school board shall conduct a strategic planning process every three years. The normal cyclical process shall coincide with the charter renewal process. The concluding step of each strategic planning process cycle shall be the completion of a written strategic plan that may be used in the charter renewal process.
- B. The strategic planning process will involve the school board, the executive director, representatives of the school membership, and representative stakeholders from the broader community in an examination of past practices and current conditions, as well as projections of future needs and improvements. Input will be sought in an open, inclusive, and constructive manner.
- C. The board shall be responsible for generating the written strategic plan. This task may be delegated by the board to the executive director, his or her designee, or a consultant.
- D. Members of the board shall make themselves available to advise and counsel the party to whom the task of writing the strategic plan is delegated. This counsel might include such areas as domain-specific knowledge (e.g., financial planning or real estate management) or process knowledge. The board shall be responsible for taking action on the written strategic plan that is presented to the board. The strategic plan shall include strategies and timelines toward achieving board-approved long range goals.

E. The board shall be responsible to re-examine long range goals during each strategic planning cycle and to amend them for the next planning cycle and for the charter renewal process. The board acknowledges shall complete this task in a timely manner:

1. The board shall request input from the executive director, staff membership representatives, and representative stakeholders from the broader community before making significant changes to current long-range goals. A suggested timeline is to complete this task by the end of year two of each three-year planning cycle.

2. The board shall finalize all significant changes to long-range goals before the new written strategic plan is developed. The board shall provide sufficient time for the written strategic plan to be drafted and completed prior to the charter renewal process, thereby facilitating its use as part of the steps taken to renew the school's charter.