Carbondale High School District 165 Athletic Department Agenda for the Data Retreat

Virtual: **Zoom Link:**

Date: September 13, 9:00-3:00 pm

Data Retreat Participant Handout

The Data Retreat starts with existing elements., building on what is currently in place. Throughout the retreat, the plan team paints a data picture of the current reality of the district. It answers the question, "Where are we now?"

External analysis focuses on political, economic, social, demographic, educational and technological trends and forces. It includes examination of national and state educational requirements and mandates. It identifies customers' and stakeholders' needs.

Internal analysis focuses on culture and performance; communication clarity, employee's capabilities and capacities, internal stakeholder groups and their needs, core competencies and strengths, as well as weaknesses.

The analysis of strengths, weaknesses, opportunities and threats (SWOT) leads to review and possible revision of the vision, mission, core values and goals. It also informs identification of customers and stakeholders and their respective needs and interests.

The product of the retreat is the SWOT analysis that then is shared with all the stakeholder groups represented on the strategic plan team for feedback between the Data Retreat and the Vision Retreat.

Common Vocabulary

Competitive Advantage	A statement that explains what your district is best at. It describes what you do that is unique. It sets you apart from others.
Customers	The direct beneficiaries or end-users of the districts' services or products.
Environmental Scan	External and internal analyses of the districts' competitive position, policies and regulations, governance, markets, capacity and capability, customers and stakeholders.
Performance Measure	Provide objective evidence aligned to indicators and measures of progress toward a strategic goal and are an analytical basis for decision-making.

Perspective	A view of organizational strategic performance through a particular "lens". Typical perspectives include financial stewardship, customer service, capacity for learning and growth, internal processes, etc.
Process Measure	Performance drivers measure what is happening in the system or process that produces a specific output (efficiency, quality, timelines, waste).
Stakeholders	The universe of entities, wither as individuals or groups, that have an interest in the district. Examples include: students, families, employees, community, leaders, regulators, partners, etc.
SWOT Analysis	An acronym for Strengths, Weaknesses, Opportunities and Threats. They include inhibitors and drivers of organizational success.
Target	The desired level of performance for the reporting period in question.

ACTIVITY ONE: OUR PERCEPTIONS	
What are we MOST PROUD about?	**What are our GREATEST CHALLENGES for the Future?**

ACTIVITY TWO: OTHERS' PERCEPTIONS	
What are we MOST PROUD about?	**What are our GREATEST CHALLENGES for the Future?**

ACTIVITY THREE DATA REPORT: STUDENT ACADEMIC AND COMPETITION RESULTS

What did you learn about the student ACADEMIC AND COMPETITION RESULTS that lets us know how the DEPARTMENT is performing? Performing compared to others? Performing compared to the past?

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ACTIVITY THREE DATA REPORT: CULTURE- LEARNING AND WORKING ENVIRONMENTS

What did you learn about the student CULTURE- LEARNING AND WORKING RESULTS that lets us know how the DEPARTMENT is performing? Performing compared to others? Performing compared to the past?

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ACTIVITY THREE DATA REPORT: FINANCE, FACILITIES AND EQUIPT.

What did you learn about the student FINANCE, FACILITIES AND EQUIPTMENT RESULTS that lets us know how the DEPARTMENT is performing? Performing compared to others? Performing compared to the past?

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Analysis of the Information from the Data Reports		
Reports	*Going Well; Needs to be Celebrated*	*Could be better: Is a Possible Opportunity for Improvement*
Student Academics and Competition		
Culture- Learning and Work Environment Report		
Finance, Facilities and Equiptment Report		

ACTIVITY FIVE: SWOT ANALYSIS	
STRENGTHS: What are we most proud of? What do we consider to be our results of our best work? What advantages do we have? What do others say about us in positive ways? **1.** **2.** **3.** **4.** **5.** **6.** **7.** **8.** **9.** **10.**	**WEAKNESSES:** What are we not doing well? What are we most criticized for or receive the most complaints about? What do we seem to have a hard time doing well? What needs our immediate attention? **1.** **2.** **3.** **4.** **5.** **6.** **7.** **8.** **9.** **10.**

OPPORTUNITIES: What opportunities for improvement do we know about, but have not addressed? Where with a little work could we change a weakness into a strength? What are we not doing currently that might be the opportunity for us to improve.	**THREATS:** Who or what threatens us the most? What challenges are coming that we must respond to? What might block our progress? What do we have little control over that might impact our resources?
1.	**1.**
2.	**2.**
3.	**3.**
4.	**4.**
5.	**5.**
6.	**6.**
7.	**7.**
8.	**8.**
9.	**9.**
10.	**10.**