

Arlington Heights District 25 Board of Education Overview



WELCOME AND INTRODUCTIONS

-
- **Overview of the Process**
 - **Roles and Responsibilities**
 - **Feedback and Engagement of stakeholders**





REFRESH

To restore strength and animation - **REVIVE**

To freshen up – **RESTORE**

To maintain by renewing. **REPLENISH**

To make like new – **REJUVENATE**

To make something good even better - **RENEW**

REVIVE, RESTORE, REPLENISH, REJUVENATE, RENEW mean to make like new.



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SCHOOL DISTRICT 25**

REVIVING a strategic plan means taking steps to revitalize or update it, bringing it back into active use and ensuring it remains relevant and effective in the current business environment. This can involve assessing the current situation, reviewing the plan's goals and strategies, making necessary adjustments, and communicating changes to stakeholders.

- **Re-evaluating the Plan:** The first step is to assess the current state of the organization and the external environment, looking at how things have changed since the plan was initially developed.
- **Identifying Areas for Improvement:** This involves analyzing the plan's effectiveness, identifying what's working well and what needs improvement.
- **Making Necessary Changes:** This might involve updating goals, strategies, action plans, and budgets to reflect the current realities and lessons learned.
- **Communicating the Updates:** It's important to clearly communicate the changes to stakeholders, ensuring everyone is aligned with the revised plan.
- **Regular Review and Adaptation:** Reviving a strategic plan is an ongoing process. It should be reviewed regularly and adapted as needed to ensure it remains relevant and effective

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RESTORING a strategic plan means to re-evaluate and possibly re-implement aspects of a previously successful or relevant strategic plan. This might involve revisiting past strategies that were effective, adapting them to the current environment, and re-introducing them into the current strategic framework.

- **Reinterpreting and reenacting:** Strategy restoration involves going back to past strategies, not literally, but figuratively, to see if they can be reinterpreted and re-implemented in a new context.
- **Finding past successes:** Organizations might look for strategies that were successful in the past and that could be adapted to the current situation. This could involve revisiting past analyses of the environment, identifying past goals and priorities, and finding past actions that were effective.
- **Adapting to the present:** While drawing on past strategies, it's crucial to adapt them to the current environment. This might involve updating goals, priorities, and actions based on current conditions, as well as understanding how the environment has changed since the past plan was implemented.
- **Re-evaluating and updating:** The process of restoring a strategic plan also includes re-evaluating the plan's effectiveness and making necessary updates to ensure it aligns with current goals and priorities,

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REPLENISHING a strategic plan means to refresh or update it to keep it current and relevant, ensuring it continues to effectively guide the organization toward its goals. This involves reviewing existing strategies, making adjustments based on current circumstances, and potentially incorporating new initiatives or goal.

- **Assessing the Current Situation:** A crucial step is to evaluate the organization's performance against the strategic plan's goals, considering both successes and challenges.
- **Updating Strategies and Goals:** Based on the assessment, the plan may need to be adjusted to reflect changes in the business environment, market trends, or internal capabilities.
- **Refreshing Implementation Plans:** New initiatives or revised approaches may be needed to ensure effective execution of the updated strategic plan.
- **Communicating with Stakeholders:** The changes to the plan need to be communicated to relevant stakeholders, ensuring alignment and buy-in.
- **Regular Review and Adaptation:** Strategic plans should be reviewed regularly, ideally annually, to maintain their relevance and effectiveness.

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RENEWING a strategic plan, organizations should first conduct a thorough review of the current plan, assess its relevance and effectiveness, and then identify areas for improvement or adaptation. This process involves revisiting the plan's objectives, strategies, and action items in light of the changing environment and the organization's evolving needs. Finally, it's crucial to communicate these changes and the refreshed plan to all stakeholders to ensure alignment and buy-in.

- **External Analysis:** Analyze the external environment for changes in market trends, customer preferences, and competitor activities.
- **Internal Analysis:** Evaluate the organization's resources, capabilities, strengths, and weaknesses.
- **Plan Review:** Assess the relevance, effectiveness, and achievability of the current strategic plan's objectives, strategies, and action plans.
- **SWOT Analysis:** Conduct a SWOT analysis to identify strengths, weaknesses, opportunities, and threats related to the plan.

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RENEWING a strategic plan involves periodically updating it to reflect changes in the business environment, performance data, and strategic priorities. This process helps organizations stay relevant, adapt to new realities, and ensure their plan continues to guide them towards desired outcomes. .

- **Revisit Vision and Mission:** Reaffirm the organization's core values and purpose to ensure they remain relevant and inspiring.
- **Update Strategic Goals:** Adjust long-term goals based on the current situation and emerging opportunities. This may involve setting new goals, adjusting timelines, or re-prioritizing existing goals.
- **Develop New Strategies:** If needed, create new strategic initiatives to address emerging challenges or exploit new opportunities.
- **Revise Action Plans:** Ensure action plans align with the revised strategic goals and objectives, including timelines, responsibilities, and key performance indicators (KPIs).
- **Adjust Budgets:** Allocate resources effectively to support the new strategic priorities and action plans.

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WHAT MAKES THIS PROCESS UNIQUE?

- Systems approach to continuous improvement
- Builds on what is to enlighten what could be
- Growth Mindset
- Stakeholder driven
- Feedback and Reflection
- Research-based
- Indicators, Measures, Targets for Progress Monitoring and Reporting
- Results-Orientation



CHAMPIONS



ROLES AND RESPONSIBILITIES



Champions

```
graph TD; Champions[Champions] --- AGAT[Annual Goal Action Teams]; AGAT --- PM[Planning Meetings]; AGAT --- CIPR[Check-In Progress Reports];
```

**Annual Goal
Action Teams**

**Planning
Meetings**

**Check-In
Progress
Reports**

STRUCTURE

The structure of the Annual Goal/ Strategy Action Teams

Cabinet Member Champions

- Lead the actions
- Engage other stakeholders
- Listen and Learn from others
- Are **accountable** for actions
- Use actions as **part of performance evaluation**
- Inspire and Motivate others
- Build relationships
- Communicate and Connect
- Create Unity
- Believes in We before Me
- Commit to serve the team
- Model and Mentor

Other Champions

- Lead the actions
- Engage other stakeholders
- Listen and Learn from others
- Are **responsible** for actions
- Use actions as **part of their performance goal**
- Inspire and Motivate others
- Build relationships
- Communicate and Connect
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- **Communicate Goal and Strategies to Stakeholders**
- **Recruit Annual Goal Action Team**
- **Prepare, Facilitate and Follow Up to three Goal Action Team Meetings that lead to an Annual Action Plan**
- **Share Annual Action Plan and recruit TO DO Implementation Team**
- **Draft Check-in meeting products and artifacts**
- **Hold three Check-In meetings. (Fall, Winter, Spring)**
- **Monitor progress of Action Plan Tasks and aligned Key Performance Indicators, Measures, and Targets**
- **Report Progress of Check-In meetings to stakeholders**
- **Prepare Annual Report**
- **Prepare for next Goal/Strategies Action Plan**

RESPONSIBILITIES



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FOUNDATION OF CONTINUOUS IMPROVEMENT

Pillars	Guiding Questions
MISSION	<i>What is our fundamental purpose; why do we exist?</i>
VISION	<i>What must we become in order to accomplish our fundamental purpose?</i>
VALUES	<i>How must we behave to achieve our mission, vision and goals?</i>
GOALS	<i>How will we know if we are making a difference?</i>
STRATEGIES	<i>What will we do differently to grow and improve our results?</i>



Stage 1 READINESS	Stage 2 REFRESH	Stage 3 RENEW
Understanding the Process Setting Roles & Responsibilities Forming the Plan Team Conducting an Environmental Scan Strategic Management Survey Organizing the Data Data Dashboards District Data Report Key Performance Indicators Goals, Indicators, Measures, Targets	 Orientation Data Retreat Vision Retreat Setting Direction Retreat Recommendation	Annual Action Plans Scorecard/Data Dashboard System Aligning School Improvement Aligning Budget & Other Resources Aligning Performance Evaluation Progress Monitoring & Reporting Aligning Resources

Three Stages of the Refresh Process

**Readiness
Structures
Process
Roles**

- Learn about the strategic planning process.
- Learn about the strategic planning schedule.
- Learn about the selection of the strategic planning team.
- Learn about the roles and responsibilities of the facilitator, the team, and the district.
- Understand the importance of an environmental scan.
- Understand the importance of the strategic management system.
- Learn about how to communicate this process to others.



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Readiness Data Environmental Scan

- Learn about the importance of an aligned data system.
- Review current data system.
- Review new state and federal requirements for progress monitoring and reporting.
- Review new state requirements for equity.
- Review new state requirements for readiness.
- Draft data indicators for three district presentations: student achievement, learning and working environments, and finance/facilities/technology in preparation for the data retreat.



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Readiness: Engaging many stakeholders in drafting products to take to the Strategic Plan Refresh Team

Expanding the Vision: Graduate, Educator, and System Portraits

Readying the Data: SWOT, PETSEL

Updating the Performance Indicators, Measures and Targets

**Conducting an Environmental Scan: Future Oriented
Survey Data and Information**



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Three Stages of the Refresh Process

Where are you
NOW?

HOW do we
get there?

WHERE will
we be in the
future?



Retreats

Essential Questions

Data Retreat

Where are we now? How would we describe our current performance compared to the past and to others? What are are strengths, weaknesses, opportunities, and threats?

Vision Retreat

Where do we want to be? How would we describe our preferred future- mission and vision? How would we describe our graduate, educator, and system portraits? What are our core values that guide our behaviors and actions?

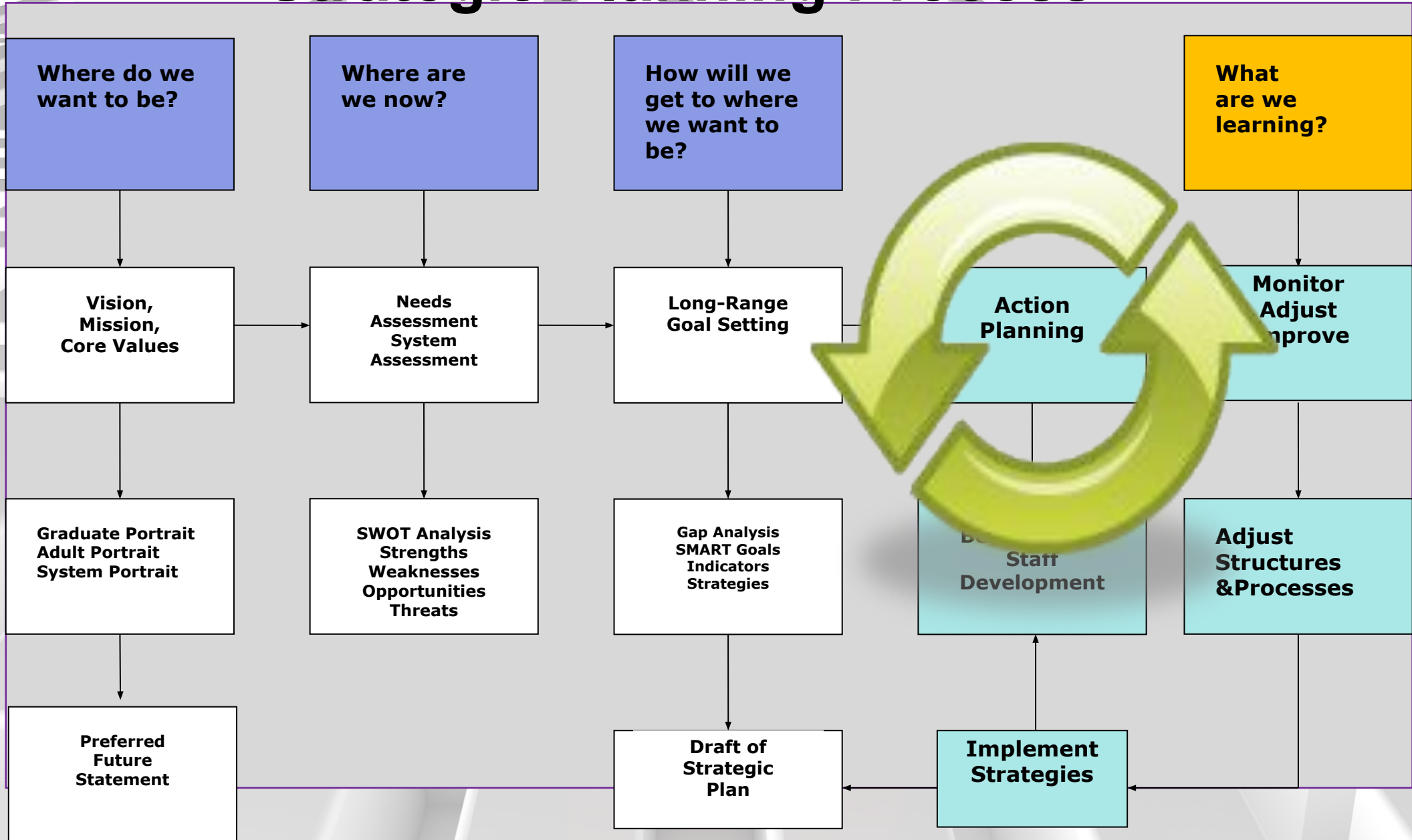
Setting Direction Retreat

How will we get from where we are to where we want to be? What will be our SMART long-range goals, indicators, measures, and targets? What are the critical strategies that need our immediate attention to improve our performance and achieve our mission and vision.



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Strategic Planning Process

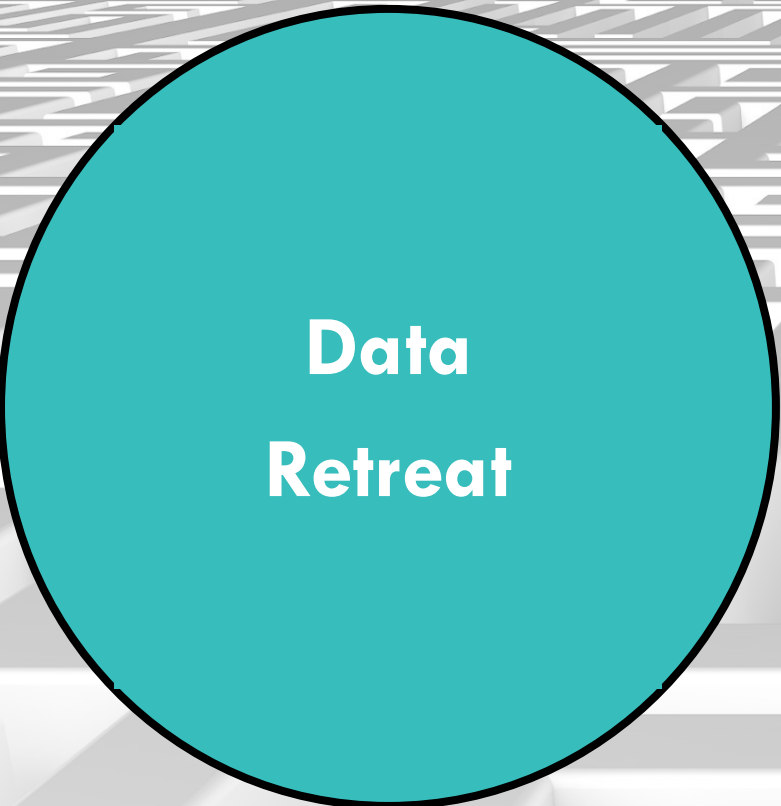


Orientation

- Learn who is on the strategic plan team.
- Learn about the strategic plan process.
- Learn about roles and responsibilities of the strategic plan team.
- Learn about roles and responsibilities of the core team.
- Learn about the strategic plan that has been in existence for the past several years.
- Preview another district's strategic plan.
- Learn about the strategic plan website



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Data Retreat

- Learn about the team's perceptions of the district.
- Learn about other stakeholder perceptions of the district.
- Develop a shared understanding of district growth and achievement data and information.
- Develop a shared understanding of district climate and culture data and information.
- Develop a shared understanding of district financial, facility and technology data.
- Conduct a SWOT Analysis.



WHERE ARE WE NOW?

Defining Performance:

- **Current compared to past**
- **Current compared to others**
- **Current compared to expectation/norm**
- **Team's perceptions**
- **Stakeholder's perceptions**
- **Student growth and achievement data**
- **Culture/climate learning and working environment data**
- **Finance, Facilities, Technology data**

Vision Retreat

- Learn about stakeholder feedback and revise the SWOT Analysis.
- Understand the characteristics and what a Preferred Future Statement looks like.
- Identify team hopes, dreams, and aspirations for the future.
- Explore characteristics of a Graduate, Educator, and System Portrait for the future.
- Revisit district mission and vision.
- Revisit district core values.
- Draft a Preferred Future Statement.



How will we look, sound,
and feel different in 2030
than we are today

WHERE DO WE WANT TO BE?

Defining Future:

- Mission
- Motto
- Vision
- Graduate Portrait
- Educator Portrait
- System Portrait
- Core Values



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Setting Direction Retreat

- Learn about stakeholder feedback and revise the Preferred Future Statement.
- Understand the importance of SMART Goals.
- Revisit district long-range goals.
- Provide feedback on possible long-range goal indicators and measures.
- Identify goal strategies that need immediate attention.
- Draft the strategic plan.



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HOW DO WE GET FROM WHERE WE ARE TO WHERE WE WANT TO BE?

- Goals
- Key Performance Indicators
- Strategies
- Connection to Action Plans
- Future Focus/ Priorities
- Focus on the Bottom Line
- Engagement/ Voice

A hand is pointing towards a red circle that contains the text "continuous improvement" in a red, handwritten-style font. The background is a light gray with various black line drawings of arrows and squiggly lines, suggesting a process or flow. The hand is positioned on the right side of the circle, with the index finger pointing towards the text.

**continuous
improvement**



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Recommendation

- Learn about stakeholder feedback and revise the draft of the strategic plan.
- Recommend mission, vision, and core values.
- Recommend long-range goals and aligned strategies.
- Recommend to the superintendent the final strategic plan to present to the Board of Education for approval.



FINAL MEETING OF PLAN TEAM. (VIRTUAL)



What we will recommend.

Review Draft, Review Stakeholder Feedback, Finalize Recommendation

FEEDBACK

BEFORE	DURING	AFTER
READINESS PRODUCTS/ DRAFTS STUDENT SURVEYS FAMILY SURVEYS STAFF SURVEYS BOARD MEETINGS FORUMS STAFF MEETINGS WEBSITE	AFTER EACH MEETING OF THE TEAM REVIEW PRODUCTS/ ARTIFACTS OFFER SUPPORT OFFER SUGGESTIONS PROVIDE INPUT	ENGAGE IN ACTION PLANNING ENGAGE IN INVESTIGATION ENGAGE IN DEVELOPMENT ENGAGE. IN IMPLEMENTATION REFLECT ON MISSION, VISION AND CORE VALUES REFLECT ON

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Three Stages of the Refresh Process

