

12 Steps of Strategic Planning

1. **Collect data** by inviting community input in a variety of ways (Education Summit, Listening Tour, Town Hall meetings, Let's Talk and other communications) and researching and reviewing best practices and innovations in education.
2. **Synthesize data** to identify themes, ideas and concepts prioritized by the community.
3. **Create Strategic Direction**, based on the data gathered and synthesized, committee of 27 community members create enduring values, mission, strategic boundaries, student performance statement, and strategies to serve as a framework to guide the development of the full Strategic Plan.
4. **Communicate Strategic Direction** to the community and get approval from the Board of Education as to the general direction, authorizing teams to develop concrete, specific, action plans for each strategy.
5. **Identify and recruit members to action planning teams** of 5-9 members, including writers, researchers, and content experts, willing to do the work.
6. **Train the action planning teams.**
7. **Action teams meet** and write the implementation steps for each strategy consisting of reasonable pieces of work that move us towards the mission.
8. **Action plans presented to original strategic direction committee** to ensure coherence between the original intention and plans.
9. **Full plan submitted to the Board** for review, so that the Board can consider the action plans, assess alignment with District Goals, provide feedback as necessary, and ultimately approve the final Strategic Plan.
10. Once approved, senior leadership team **creates an implementation schedule** which identifies which action plan items to pursue in year one based on resources and priorities. Budgets, timelines, and assignments are developed as part of this process.
11. **Implement** – Do the work!
12. **Feedback loop** with monthly updates to the Board of Education and community on the progress of implementation, including successes, road blocks, and any changes in plans.