

# A 4 Step Approach to Documentation Review



## Step One:

First, we catalogued all current and proposed programs and initiatives



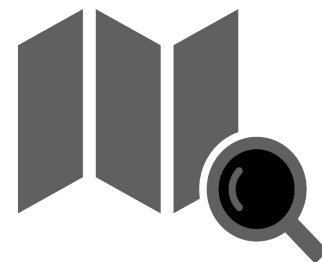
## Step Two:

...Then, we determined the alignment of each program and initiative with the goals and strategies of the proposed strategic plan



## Step Three:

...Next, we used this information to assess the risk (impact and probability of success) of each individual initiative



## Step Four:

...Finally, we analyzed the gaps between the initiatives and the proposed strategic plan

# Step 2: Sample of District Strategic Plan

## Teaching and Learning

Focus Area #1: Student Achievement  
Focus Area #2: Career and College Readiness  
Focus Area #3: Equity



## Improving

Focus Area #4: Accountability Model  
Focus Area #5: Continuous Improvement



## Supporting Learning

Focus Area #6: Student Well-Being  
Focus Area #7: Teacher and Leader



## Managing Resources

Focus Area #8: Governance  
Focus Area #9: Resources



## Communicating

Focus Area #10: Engagement and Communication



## Addressing Community Priorities

Focus Area #11: Local Access and Priorities



## Goal III:

Provide supports to teachers and students.

## Aligned Initiatives:

- Social-Emotional Learning and Restorative Discipline Practices
- New/Novice Teacher Recruitment, Professional Development, and Onboarding
- Restructured roles and practices of District instructional coaches
- School Leadership Development
- Expanding opportunities for personalized professional growth

## Associated Risk and Initiative Coverage

Medium Risk



Initiative Coverage

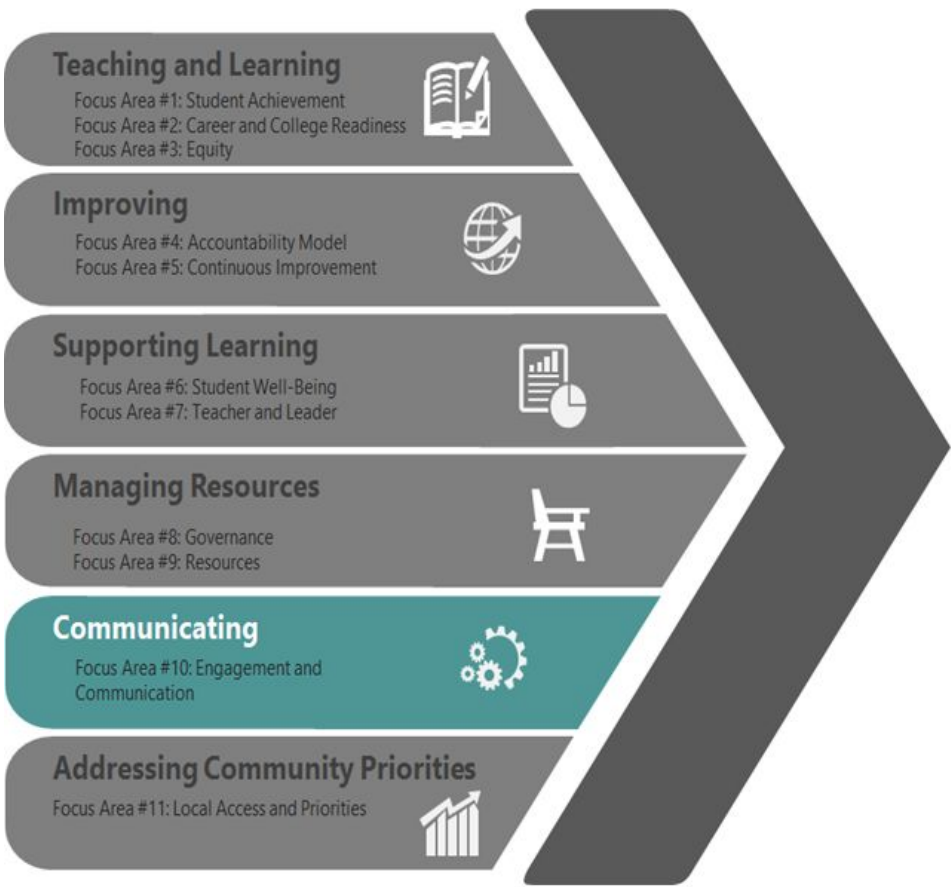


# Step 3 - Sample of Initiative Risk Assessment

Internal Consistency  
 Consistency with the environment  
 Appr. in light of resources  
 Degree of Development  
 Workability  
 Cost  
 Timeframe  
 IA - Learning  
 IA - Improving  
 IA - Supporting Learning  
 IA - Managing Resources  
 IA - Communicating  
 IA - Addressing Community Priorities  
 Schools Affected  
 Staff Affected  
 Achievement  
 Engagement

	Internal Consistency	Consistency with the environment	Appr. in light of resources	Degree of Development	Workability	Cost	Timeframe	IA - Learning	IA - Improving	IA - Supporting Learning	IA - Managing Resources	IA - Communicating	IA - Addressing Community Priorities	Schools Affected	Staff Affected	Achievement	Engagement
<b>Opportunity for Professional Growth</b>	Low	High	Low	High	High	Med	High	○	○	●	○	○	○	High	High	Low	Low
<b>Operational Tools</b>	Low	Low	Low	Low	Low	Low	High	○	○	○	●	○	○	High	High	Med	Med

# Step 4 - Sample of Initiative Gap Analysis



## Communicating

**Focus Area #10:**  
Governance

- Gaps in Strategic Actions:**
- Implement practices to ensure an ethical culture of excellence, inclusion, and mutual respect.
  - Implement effective parent and community engagement initiatives.
  - Communicate performance goals, actions, and outcomes internally and externally.
  - Implement parent, student, teacher, staff, and business cabinets.

