

Strategic Planning Committee Annual Report

Members: Tom Carnegie, Paul Combs, Mike Corser, Cecilia Damonte, Jeff Fifield and Ingrid Klanderud.

Summary of Activities for the 2008-2009 Academic Year

Objectives:

The Board Strategic Planning Committee was formed in December 2008 comprised by Board and Administrative members with experience and commitment to lead the Strategic Planning Process following the conclusion of the previous Five-Year School Improvement Plan in June 2008. The Committee's main objective was to identify the Key Strategic Goals which will serve as a starting point and framework for the next steps: to establish expected Results, Strategies and Performance Measures of the 3 year Strategic Plan. A work plan was developed and approved by the Board, after its completion the Committee will be dissolved in May 2009.

The Process:

- The committee worked extensively to analyze several strategic planning options seeking the best fit for the school, highlighting the importance of designing an inclusive process that 1) promotes an active participation of the school-wide community –stakeholders-, focusing on a ‘transforming dialogue’ and “right relationships”, that will not only support the school’s strengths but also set strategic directions, priorities and accountability; 2) actively review/ratify the school mission and vision statements; and 3) ensure consistency with the seven AdvancEd Standards.
- Information and recommendations about the previous process in designing a plan was reached and shared with former and current school administrators. It was decided to organize the Summit “*Coming Together- Targeting Success*” using the Appreciative Inquiry approach selecting Jeff Fifield- the school Curriculum Coordinator- as the facilitator and expert given his proficiency in the area.
- The Committee decided to actively market the Summit, sending home personalized invitation cards to each family, having a presentation to faculty members; reaching former school stakeholders, posting the information on the website, sending letters electronically in Spanish and Korean to their respective language-communities, and placing posters in key areas of the school.
- A summit’s program and guidelines were developed and other important documents and reflections were sent to the participants previous the event.

The Summit “Coming Together-Targeting Success”:

- The day and a half Summit was conducted and was successful in obtaining draft strategic goals which at this stage are called ‘design targets’. The seven design targets will be presented at the General Assembly.
- A brief evaluation/valuation was conducted, determining that the Summit was overall very positive in building from and in the community; and in energizing,

valuing, listening to the 58 participants which represented the different groups/stakeholders of the school community. Some of the aspects that were highlighted included:

- inspiring students' performance;
- number of teachers who eagerly and actively participated;
- convergence of the themes;
- sense of community;
- diversity; and
- great organization,

Everything was planned in advance and people felt valued and well cared for. Some recommendations for the future are to have more time to allow further systematization and prioritization; timing; identify strategies to have more people involved, e.g. how to keep the Korean Community actively involved.

- **Cash Resources:** The total amount expended up to now is US\$3,680.05 from the US Grant of US\$ 5,037.32. The current balance is US\$ 1,357.27 that will be use in next year's planning activities.
- A copy of the Summit's Program, pictures and Outcomes will be available at the Secondary Library for any interested member of the school community.

Next steps:

- The Committee members reviewed the pending stages of the Strategic Planning Process to identify converging areas and potential synergies with the Accreditation process to make better use of the school and stakeholders' time and resources. The Committee endorsed the Administration's proposal of forming the "Continuous School Improvement Committee (CSIC)" at the beginning of the next school year, which will be constituted by representatives from the Board, Administration, Students, Faculty and Parents.
- It was recommended that once the new Board assumes its duties a Board member should be designated/elected to serve as the point person for the Strategic Planning Process in close coordination with the Director to form and be part of the "Continuous School Improvement Committee (CSIC)".
- The formation of this committee complies with the Standards of AdvancED Accreditation process. The importance of identifying potential members from the participants of the Summit, as well from the school community, in both cases with strong experience, knowledge and creativity, was highlighted. Attachment #1 is the updated "Strategic Plan Development: phases and timelines". This document will provide the framework for the next Board and CSIC to guide the completion of the new Strategic Plan, denominated "*Targeting Success Plan.*"

We would like to express our gratitude to the Summit's Facilitator, Jeff Fifield, for his excellent job; the students who created the logo and recorded all of those key moments; Ms. Tita for her technical support, Aida Tsuji and her team, for all their resourceful support; and Ms. Luzma Sandoval for her patience during the planning and implementation time.