

NEXT STEPS/FOLLOW-UP PROCESS

WHEN	WHO	WHAT
November 16, 2016	Superintendent	Distribute the strategic planning retreat record to all invitees
Within 48 hours of receipt	All recipients	Read the retreat record.
November 16, 2016	Superintendent	Post the updated Strategic Plan to the BUSD website.
At the December 6, 2016 School Board meeting	School Board & Superintendent	Present the Strategic Plan to the public.
December 6, 2016	Cabinet (Superintendent – lead)	Review the “Current Internal Weaknesses/Challenges” list for possible action items.
December 8, 2016	Principals	Share and discuss the Strategic Plan with their staff.
Monthly	School Board & Cabinet (Superintendent – lead)	Monitor progress on the goals and objectives and revise objectives (add, amend and/or delete), as needed.
Monthly	Superintendent	Prepare and distribute the updated Strategic Plan Monitoring Matrix to the Board, Principals, Staff, PTA/parent group presidents, community attendees and students at the retreat.
September 12, 2017 (Tuesday) 8:00/8:30-3:30	School Board, Superintendent Cabinet members, Staff members, Students, Community members	Strategic Planning Retreat to more thoroughly assess progress on the Goals and Strategic Objectives; develop new Three Year Goals and identify Strategic Objectives for the first six months of the new Strategic Plan.