

Planning Process

1. THE CORE TEAM

A Core Team will act as an advisory group to the board and give guidance in the implementation of the strategic plan.

Core Team Selection: Because the selection of the Core Team involves the entire community, the Superintendent, in consultation with the Board and current Core Team members shall choose a representative membership not to exceed twelve (12) members to constitute the Core Team. The Core Team must include representatives from the general community (parents, patrons, interest group representatives and business leaders, staff, a board member, building administrators and may include students. The Core Team will consist of the chairman of each of the task forces (i.e., Teachers/Methods/Curriculum, Co-Curricular, Students/Learning Environment and School-Community Relations), the elementary school principal, the secondary schools principal, the superintendent, a school board representative as designated by board members, and one member-at-large. The Core Team shall choose a chairman, and establish a meeting schedule with no less than four meetings per year.

The suggested term of service for Core Team members is two years. Failure to attend meetings will be grounds for replacement. Membership decisions will be made by the superintendent.

Task Forces will be led by members of the Core Team (ie, one each for Co-Curricular, Teachers/Methods/Curriculum, Students/Learning Environment, and School-Community Relations).

2. THE TASK FORCES

Task Forces will be formed as advisory groups to gather data and develop recommended action plans for each area of emphasis of the strategic plan. (ie Co-Curricular, Teachers/Methods/Curriculum, Students/Learning Environment and School-Community Relations). The actions plans shall recommend a sequence of events and identify the resources needed to implement the strategic plan.

Task Forces shall submit their recommended action plans to the District Administrative Team (superintendent and principals). The principals will solicit staff input on the action plans. The action plans will then be returned to the Task Force chairmen for further review. The action plan will then be reviewed by the Core Team and presented to the board in a public meeting. If adopted, the action plans shall be codified in the district's Strategic Plan Working Document.

Task Forces shall gather information for the annual **community meetings** to assist the Core Team in its' preparation of the annual report to the board.

The membership of the Task Forces shall be flexible and shall include staff, students and community members. An effort will be made to maintain a balance of interests. There shall be no fewer than five (5) and no more than ten (10) members of each Task force

The chairmen of the Task Forces shall be members of the Core Team. The chairmen shall call the meetings of their Task Forces at least biannually. When necessary the Task force chairman in collaboration with other Task Force and Core Team members will nominate additional people for selection by the superintendent to serve on the Task Forces. All Core Team and Task Force meetings shall be open to the public.

3. MANAGEMENT AND IMPLEMENTATION

The management and implementation phase of the strategic planning process is primarily the responsibility of the administration. Prior to April of each year the Core Team will report to the Board of Directors.

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