

# Glenn Wood Entry Plan for Superintendency

Purpose: Listen, Learn, Lead

## Objectives:

- Build trust
- Develop relationships with key stakeholders
- Open communication channels and establish visibility
- Discern community values and expectations
- Establish a foundation for leadership
- Share vision
- Set standards and expectations
- Identify strong leaders

## Process:

- Interview people from various constituents. individuals then group
- Gather information and analyze it
- Assess how well we are doing
- Identify Areas of Celebration / Concern
- Create a plan/timeline to move forward – Outline things to continue, eliminate, or start

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### Goals

1) Develop trusting collegial **relationships** with:

- Board of Education
- Current Superintendent
- School District Community
- District Office staff
- Building Administrators
- Teaching and Support staff

2) Obtain detailed knowledge of the district's **financial operations** and review the budget process effectiveness.

3) Review the **strategic plan** and consider enhancements or adjustments to existing initiatives related to student academic success and the operational efficiency of the district.

4) Develop a thorough knowledge and understanding of the **culture, climate, and direction** of the district as related to: student safety, student achievement, professional development, and facilities.

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## Timeline: Based on Board Approved Hire Date

### Phase I: 1<sup>st</sup> 30 Days

- Completed Interviews: Superintendent, School Board Secretary, School Board President
- Hiring Process for Cabinet Positions begins

### Phase II: 1<sup>st</sup> 90 Days

- Completed Interviews: Board Members, Community/Business Officials
- Hiring Process complete for Cabinet positions
- Meet with Chief Financial Officer:
  - Review current budget
  - Review budget calendar and budgeting process for FY17 and FY18 school year
  - Review current procures and financial software use

### Phase III: 1<sup>st</sup> 6 Months - Initial entry as Superintendent

- Completed Interviews: District Administration, School Administration, Union Leadership
- Spend 1 day a month in District or District activities (prior to official hire date)
- Completed political analysis
- Develop a clear understanding of Board meeting protocols and procedures with Board President and members.
- Completed schedule for regular meetings for FY19
- Completed community engagement program for FY19
- Completed Strategic Planning Calendar for FY19
- Review projections – staffing, student enrollment, financial
- Review capital projects or building needs
- Review strategic plans with deadlines and measurement of success
- Review safety plan for the district
- Review staff development program
- Completed Academic Calendar for 18-19

### Phase IV: 12 Months

- 2 x Board Retreat
- 2 x Cabinet Retreat
- 2 x Principal Retreat
- Attended district/school parent group meetings at all buildings
- Student Groups
- Teaching Staff
- Support Staff
- Attended building leadership teams and faculty meetings at all buildings
- Visited several classrooms at all campuses
- Attended school performances, events, and athletic contests

**Progress:** Upon completion of each phase of the plan, the Board of Education will receive a report on the results.