



Keeping the Momentum Going

**A Process for the Ongoing Implementation of the
Strategic Plan and Action Plans for FY 23**

**Presented by:
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July 6, 2022**

Timeline:

FY 23: ~

August 12, 2022	Meet with Board of Education members and the administrative staff to conduct a SWOT analysis. As a result of the SWOT analysis develop 6 board of education goals (one of which is financial) for the 2022/2023 school year.
January/February 2023	Meet with the action teams to review progress of the implementation of the FY 2022 Action plans and make revisions where necessary.
April 2023	Work with the action teams to evaluate and refine the presentations to the Core Team in May/ June 2023
May/June 2023	The Action Teams will report outcomes of FY22 strategies to the Core Team. Work with the Core Team to create 5 new strategic objectives for use through FY 28
August 2023	Leadership team will create 2 new strategies for each new strategic objective and select the order to be implemented i.e. FY 24 and FY 25 The team and board members will create a board goal for each one of the strategies (5 total plus a financial goal)

Costs of Services:

The costs for the project are as follows:

\$13,000 plus expenses

Compilation and analysis of data and information. Primary and secondary research. Consultation and technical assistance via phone, email and on-site. Includes up to 5 days of on-site work and consultation. Facilitate a meeting with the Board of Education and administration to develop Board goals for FY 23 which align with the outcomes of the SWOT analysis

- Additional on-site consultation outside of the services outlined herein is at the rate of \$2,000 per day or part thereof.

Invoices are due within 30 days of receipt of the invoice. Invoices will be submitted on the following time schedule:

- 60% of the amount due (\$7,800) with signing of contract
- 40% (\$5,200) will be billed June 1, 2023
- Expenses may be invoiced monthly
- Materials, supplies and printing costs will be documented with receipts of purchase
- Travel expenses are calculated at the IRS rate.

Proposal for Scope of Work, Timeline and Services Provided

The 2016 strategic plan reaffirmed key core values and the district's mission statement that were developed in the 2011 Strategic Plan. Additionally the core team developed six (6) strategic objectives and two (2) strategies for each strategic objective. Six (6) action teams, comprised of Pioneer faculty and staff, developed action plans for six of the strategies to fulfill the identified mission of the district. Once the Action Teams started developing their action plans the six strategic objectives were combined into five strategic objectives to avoid duplication.

The Covid pandemic which closed schools beginning in March 2020 caused disruptions in many areas of school planning and operations. The program of work this year (FY23) will involve reconnecting with the initiatives originally planned for implementation in FY21

This proposal is designed to:

1. regain the momentum exhibited by the action and core teams in developing and implementing the 2016 plan
2. review and revise strategies for FY 22
3. review internal and external environments and environmental changes that may influence implementation of the strategies and action plans
4. Work with the Core Team to create strategic objectives and strategies for FY 23 and FY24

Scope of Work:

The scope of work of this proposal is to:

1. Meet with the Board of Education members and administrative staff to create a SWOT analysis for the district. Develop Board goals for the 2022-2023 school year based upon the results of the SWOT analysis
2. Meet with the action teams to review progress of the implementation of the FY 2022 Action plans and make revisions where necessary.
3. Work with the action teams to evaluate and refine the presentations to the Core Team
4. The Action Teams will meet with the Core Team and report outcomes of FY22 strategies to the Core Team.
5. Work with the Core Team to create 5 new strategic objectives for use through FY 28
6. Board members and the leadership team will create 2 new strategies for each new strategic objective and select the order to be implemented i.e. FY 24 and FY 25
The team and board members will create a board goal for each one of the strategies (5 total plus a financial goal)

Expenses:

Expenses shall consist of:

- Mileage, meals and lodging incurred as a result of services of this contract. IRS per diem rates will be used in the calculation of the expense reimbursement
- Printing, mailing, copying, phone, supplies and materials charges.

Pioneer Career and Technology Center/Date

TNA and Associates/Date 7/6/2022