



BSD#7 LRSP Strategic Objective ACTION PLAN: **3.01 AE Transparency/Accountability/Communication 2012-13**

Strategic Objective (SO): 3.01 Enhance District transparency, accountability, and communication with our community.

Topic of Strategic Objective (SO) e.g., Math, PEAKS, etc.: Adult Ed Department Reflects and Communicates District Vision to our Community

Leader: Ellen Guettler

Team Members: Sarah Ghicadus, Joanna Stratman, Katie Travis, Byrdeen Warwood

Action Plan Projected Completion Date:
Ongoing

Evaluation Plan: *Describe steps you will take to determine if you have reached this strategic objective.* Calendar commitments support connection/involvement with community partners. Marketing materials and their related programs “mirror” connection to--and involvement with--District direction and goals. Use of technology to develop and maintain communication activities.

Best Practice Investigation: *What information is uncovered looking at best practice in relation to this strategic objective.* Personal leadership materials researched for professional development. Review communication pieces throughout the District. Attend conferences that include networking and programming agenda items to assist in promoting and improving Adult Ed programs.

Action Steps	Who	Timeframe
What actions will be taken to achieve this SO? Include what staff may need to learn to accomplish this SO.	Who will be responsible for what actions?	What is a realistic timeframe for each action?
1. Research leadership materials and networking opportunities that best “fit” adult education programs and its staff.	1. Byrdeen Warwood, Ellen Guettler	1. September 2012
2. Staff will increase use of technology skills through online and/or on-site educational opportunities to improve and develop current communication “links” and messages to students, partners, and the community at large.	2. Byrdeen Warwood, Ellen Guettler	2. On-going

Progress expected by the end of the year: Staff will demonstrate through self reflection and personal/professional goal completion an increase in self confidence and application in areas of personal and professional leadership. Demonstrate the use of online and available technology that is inclusive internally and externally to communicate program goals, improve instructional best practices, and “grow” with federal and state educational goals now and into the future.