



Basic Strategic Planning Road Map for Your District's Future

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Organization Planning

- Types of Plans, Common Names
- Value to Organization
- Components
- Timelines

Definitions

Strategic Plan: Outlines Priorities, Organizational Vision, Mission, Establishes Timelines and can be Flexible

Master Plan: Capital Construction Etc.

Business Plan: Can be part of Strategic Plan

Work Plan: Schedule of tasks, major projects, assignment of Responsibility

Priority Planning: Review of Established Goals, Prioritizes

Value of Planning for the District

- Establishes Unified Vision, Mission and Values
- Identifies Expectations, Board, Customers, Staff
- Establishes Major Goals
- Assigns Responsibilities, Establishes Timelines
- Outlines a Road Map for Success
- Provides for a Review Process and Allows Flexibility

Value of Planning for the District

- Helps Board and all members make decisions
 - How does this decision impact our plan?
 - Helps?
 - Hinders?

Strategic Planning Process

- Identify Planning Team
- Identify Critical Stakeholders
- Dedicate Time and Resources
- Kick off
- Stay on Task
- Review Drafts with Stakeholders
- Produce Plan and Share
- Do Not Shelf Plan, Use it, Review It

Stakeholders Responsibilities

- Prioritization of Services
- Define Customer Expectations
- Define Customer Concerns (If Any)
- Identify Strengths/Positive Aspects
- Provides for Customer Comments

Internal Planning Team Tasks

- Team Expectations, What are Teams Expectations
- Development or Review/Updating of Mission, Vision and Values
- Review Stakeholders Input
- Review Service Prioritization
- SWOT
 - Strength, Weakness, Opportunities and Threats

Internal Planning Team Tasks

1. Define Major Goals
2. Develop Objectives
3. Develop Critical tasks
4. Assign Timelines
5. Assign Responsible Person
6. Prioritize, you may not be able to do everything now
7. Set Yourself and Organization Up to Succeed

Timelines

- Is it The Right Thing To Do?
- Budget Considerations
- Develop Request For Proposal (RFP)
- Solicit Proposals
- Select/Implement Process
- Commit the Resources, Time and Money
- 30 – 90 Days from Start Date

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