



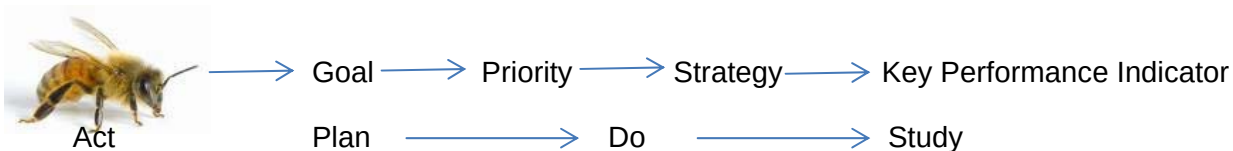
Leadership Team Retreat June 16, 2011

Albemarle County School Board Strategy and Key Performance Indicator (KPI) Feedback

At their retreat on June 6, 2011, the School Board created conceptual Priorities for this year based on our Strategic Goals. Since then, we have worked with the Board to identify Strategies to accomplish the Priorities and possible Key Performance Indicators (KPIs) to measure the improvements sought through enacting each Priority.

We are aiming for continuous improvement & a clear line of sight, a bee line, from Strategic Goals to Priorities to Strategies for departments and schools to do. Key Performance Indicators should inform all of us about the impact our Strategies have on Goal and Priority accomplishment.

Your feedback will help us fine tune our line of sight for the Board as they consider these items at the School Board Work Session on June 23rd.



We Need Your Feedback!

1. I have randomly assigned all leadership team members into groups based on strategic goals. In some cases, I've admittedly added more of one group of leaders to some groups based on requests. Please look for your name on the attached roster to determine your feedback team.
2. Please access the 2011-2012 *Strategic Goals and Priorities Draft Language Planning Document* in School Net: Outreach, From the Superintendent, Administrative Leadership, Leadership Team Meeting Materials. You can also look at the Balanced Scorecard Stoplight Report, giving you a summary of results for KPIs for last year.
3. Please meet in your group at the assigned location, elect a recorder and reporter, and discuss the Priorities, Strategies, and KPIs assigned to your Strategic Goal. Essentially, what we are asking you to do is to validate the content of the Strategy relative to the Priority and then validate the content of the KPI relative to the Strategy.
4. As you talk this through, please take notes on the attached form, save the form, and e-mail it as an attachment to Melissa Anderson at manderson@k12albemarle.org.
5. Please complete one form for each Strategy and one form for each KPI.
6. Finally, if you have a suggestion for a Strategy or KPI related to your Goal, please use the last form for that.

Goal ← Priority ← Strategy ← Key Performance Indicator



Act

Strategy Feedback Form for Goal & Priority _____

1. Which Strategy are you discussing (number)? _____
2. After reading and discussing the Goal, Priority, and Strategy, please consider how clearly your team thinks the Strategy is written. Is it understandable?

1	2	3	4
Very Unclear	Unclear	Clear	Very Clear

Please suggest a revision to the Strategy to make it clearer.

3. After reading and discussing the Goal, Priority, and Strategy, please consider how strongly your team thinks the Strategy is related to the Priority on a Scale of 1 to 4.

1	2	3	4
Very Weakly Related	Weakly Related	Strongly Related	Very Strongly Related

Explain:

Please answer the following as much as possible regarding this Strategy. Think about intended and unintended consequences:

1. How much and what kind of improvement in the Strategic Goal and Priority do you foresee from this Strategy? Explain.
2. Who will be impacted by this Strategy and how?
3. What existing resources (human, financial, technical, material) can be used for this Strategy?
4. What new resources (human, financial, technical, material) can be used for this Strategy?
5. Please add more notes from your discussion, save this document, and send it to Melissa before going on to the next one.

Goal ← Priority ← Strategy ← Key Performance Indicator



Act

KPI Feedback Form for Goal & Priority _____

1. Which KPI are you discussing (number)? _____
2. After reading and discussing the Priority, Strategy, and KPI, please consider how clearly your team thinks the KPI is written. Is it understandable?

1	2	3	4
Very Unclear	Unclear	Clear	Very Clear

Please suggest a revision to the KPI to make it clearer.

3. After reading and discussing the Priority, Strategy, and KPI please consider how strongly your team thinks the KPI is related to the Strategy on a Scale of 1 to 4.

1	2	3	4
Very Weakly Related	Weakly Related	Strongly Related	Very Strongly Related

Explain:

Please answer the following as much as possible regarding this Strategy. Think about intended and unintended consequences:

4. For KPIs that are not well defined yet, please provide your vision for a measurement that will be appropriate for this KPI.
5. Who will be impacted by this KPI and how?
6. What existing measurement tools can be used for this KPI?
7. What new measurement tools will be needed for this KPI?
8. Please add more notes from your discussion, save this document, and send it to Melissa before going on to the next one.

Goal ← Priority ← Strategy ← Key Performance Indicator



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Strategy and KPI Suggestions for Goal & Priority _____

Please suggest a Strategy.

And / or

Please suggest a KPI.

Please answer the following as much as possible regarding this Strategy and / or KPI. Think about intended and unintended consequences:

1. How much and what kind of improvement in the Strategic Goal and Priority do you foresee from this Strategy? Explain.
2. Who will be impacted by this Strategy and how?
3. What existing resources (human, financial, technical, material) can be used for this Strategy?
4. What new resources (human, financial, technical, material) can be used for this Strategy?
5. Who will be impacted by this KPI and how?
6. What existing measurement tools can be used for this KPI?
7. What new measurement tools will be needed for this KPI?
8. Please add more notes from your discussion, save this document, and send it to Melissa before going on to the next one.

Goal ← Priority ← Strategy ← Key Performance Indicator



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