The opportunity review is broken into four phases.

Phases of Work

Phase I: Initial Data Analysis and Guiding Coalition

April – July

- **Communicate** with stakeholders on the key components of the project
- **Conduct analysis** of available quantitative and qualitative district data
- Convene **a Guiding Coalition** as champions of the work and engage in prioritization workshop

Phase II: Interviews and Focus Groups

August – September

- **Conduct focus groups** with school staff of the same role
- **Conduct 1:1 interviews** with district leadership

Phase III: Schedule Sharing

October – November

- Conduct school staff **sharing of schedules** using DMGroup schedule sharing software
- **Conduct analysis and benchmarking** of all data and practices by DMGroup
- **Share preliminary takeaways with** NTDSE leadership

Phase IV: Final Findings

December – January

- **Present full findings** to district leadership