



**LIGHTHOUSE**  
STRATEGIC SOLUTIONS

**DEVELOPING A CULTURE OF EXCELLENCE**

**PHASE 1 PROPOSAL  
LEADERSHIP TEAM DEVELOPMENT**

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June 27, 2021

**PREPARED BY**

Lisa Sammon, Lighthouse Strategic Solutions, Chief Executive Officer

**ISSUED TO**

Faribault Public Schools, Faribault, Minnesota

## Project Understanding

Lighthouse met with leaders from the Faribault Public Schools [FPS] and the Faribault Area Chamber of Commerce Enrollment Task Force in May 2021. The purpose of the Enrollment Task Force is to 'identify actionable and achievable projects, policies, offerings and messaging or other strategies to address out-enrollment in Faribault Based Schools'. One of the strategies is to create a Culture of Excellence that permeates throughout the district including professional training and coaching.

The Culture of Excellence is being developed within the strategies of the FPS Strategic Plan 2020. The Strategic Plan is a guiding document created by staff and community stakeholders to help the school district successfully serve the needs of the community. Strategy #4 of the Plan is School Climate. This strategy notes that 'we will foster unity, respect, and connectedness within our schools'.

Creating a Culture of Excellence is a long term commitment by leadership throughout FPS. As part of a multi-year process, a Culture of Excellence must begin at the top of the organization to define and then model these expectations throughout the organization.

## Leadership Development Pillars

A Culture of Excellence requires that the organization is 'healthy'. Utilizing tools including organizational health, Clifton Strengths and the Five Behaviors, this work will focus on building a cohesive leadership team. As a cohesive leadership team, the group will develop the Playbook for Faribault Public Schools.

### Clifton Strengths

'What will happen when we think about what is right with people rather than fixating on what is wrong with them?' Don Clifton, the founder of the Strengths movement

What if leaders took their raw talent and invested time in developing their talent and building their skills? The talent would become a Strength! Leadership Team members will learn about their unique DNA string of strengths, how to lean into their strengths, the implication of their blind spots, and how to harness the collective strengths of the team. The Clifton Strengths for Managers report will help members understand how their unique talents can make themselves, their teams and their organization more successful.



### The 5 Behaviors of a Cohesive Team

Imagine if the members of a team **trusted** one another, engaged in healthy **conflict** around ideas, **committed** to decisions, held one another **accountable**, and focused on achieving collective **results**.

The FPS Leadership Team will explore these areas together beginning with the foundational base of trust.



The Five Behaviors® Model

### The Playbook

What if a team was crystal clear on their why and they were all rowing the boat in the same direction? The FPS Leadership team will explore the questions for FPS of 1) Why do we exist? 2) How do we behave? 3) What do we do? 4) How will we succeed?

The answers to these questions will create the foundation of the Playbook to guide the Culture of Excellence for FPS.

## Scope of Work

This proposal represents Phase One of the Culture of Excellence development. Phase One will focus on development of the FPS Leadership Team, identified as thirty-three [33] leaders within the school system.

The Culture of Excellence Development and Training for the FPS Leadership Team will include the following:

1. Pre and post planning meeting with FPS Cabinet [June 2021 | June 2022].
2. Kick off meeting with the FPS Leadership Team [August 2021].
3. Series of eight [8] monthly leadership team training and development meetings from September 2021 through May 2022. The training and development meetings will utilize and build upon the Leadership Development Pillars of Organizational Health; Clifton Strengths; Five Behaviors; and the Playbook.
4. Confidential Leadership Team Survey in the fall of 2021 to understand overall engagement of the team and opportunities for improvement.
5. Clifton Strengths Assessment for each leadership team member including the following reports for learning and development:
  - a. Clifton Strengths Full 34 Report
  - b. Clifton Strengths for Managers
6. Clifton Strengths Team Grid and Analysis.
7. Team Building Exercises to build vulnerability based trust.
8. Interactive learning opportunities including small groups, pairs, and large group discussions.
9. Draft Playbook answering top four [4] clarifying questions.

## What is the Ripple Effect?

Imagine that the leaders in each of the FPS buildings and/or departments knew their strengths and understood their blind spots. Imagine that they surrounded themselves with peers that had different perspectives to broaden their collective awareness. Imagine that leadership team members trusted one another enough to say 'I need help on this one' or 'I don't know how to do that' or even 'You are more gifted at that than I am'.

Imagine the ripple effect throughout the Faribault Public Schools if the top 33 leaders in the organization were leaning into their strengths, celebrating the strengths of others, and highly engaged in their collective purpose. Imagine if they were committed to each other and accountable to achieving results. Imagine if they were transparent and honest with one another.

This is where the Culture of Excellence begins.

## Deliverables

1. Results of a Leadership Team Engagement Survey, including Net Promoter Score [NPS].
2. Clifton Strengths Assessments for Leadership Team Members including:
  - a. Full 34 Report Assessment
  - b. CS for Managers
  - c. Team Assessment Grid and Analysis
3. Draft Playbook for FPS including findings to the following questions:
  - a. Why do we exist?
  - b. How do we behave?
  - c. What do we do?
  - d. How we will exceed?

## Timeframe | Schedule

1. June 2021: Pre-Meeting with FPS Cabinet to outline Culture of Excellence process.
2. August 10, 2021: Leadership Team Kick Off Meeting.
3. September 2021 - May 2022: Eight [8] Leadership Team Training Sessions to be held as follows:
  - a. September, October, November, January, February, March, April, May
  - b. 1.5 hours each [8:30 am - 10:00 am]; 2nd Tuesday of the month
4. Eight [8] zoom check in calls in between sessions with Superintendent, Community Education Director, and Human Resources Director to monitor progress.
5. June 2022: Post-Meeting with FPS Cabinet to recap Culture of Excellence progress.
6. All trainings to take place at FPS District Offices.

## Participants

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|--|--|
| <ol style="list-style-type: none"> <li>1. Todd Sesker, Superintendent [CABINET]</li> <li>2. Tracy Corcoran, Director of Teaching and Learning [CABINET]</li> <li>3. Andrew Adams, Director of Finance and Operations [CABINET]</li> <li>4. Rob Dehnert, Director of Special Services [CABINET]</li> <li>5. Anne Marie Leland, Director of Community Education [CABINET]</li> <li>6. Nicole Yochum, Director of Human Resources [CABINET]</li> </ol>  | <ol style="list-style-type: none"> <li>1. Jamie Bente, High School Principal</li> <li>2. Stacy Fox, Asst High School Principal</li> <li>3. Ryan Wynn, Asst High School Principal</li> <li>4. Joe Sage, Middle School Principal</li> <li>5. Joel Young, Middle School Asst Principal</li> <li>6. Yesica Louis, Jefferson Principal</li> <li>7. Brad Palmer, Lincoln Principal</li> <li>8. Shawn Peck, Roosevelt Principal</li> <li>9. TBD, Activities Director</li> <li>10. Garrett Regan, Faribault Transportation *</li> <li>11. Brenda Boehm, Sodexo Food Service *</li> </ol> |
| <ol style="list-style-type: none"> <li>1. Christine Bothun, Online Learning Coordinator</li> <li>2. LeeAnn Lechtenberg, Assessment Coordinator</li> <li>3. TBD, EL Coordinator</li> <li>4. Casey Rutherford, Director of Educational Technology</li> <li>5. TBD, ALC Coordinator</li> <li>6. Heidi Oanes, Integration Coordinator</li> <li>7. Kain Smith, Director of Building/Grounds</li> <li>8. Kari Woyda, Asst Special Services Director</li> <li>9. Olivia Sage, EC Special Ed Coordinator</li> <li>10. Catherine Egan, Director Health Coordinator</li> <li>11. Cassie Ohnstadt, Adult Basic Ed Director</li> <li>12. Tiffany Reuvers, Kids World Coordinator</li> <li>13. Olivia Sage, EC Family Ed Coordinator</li> <li>14. TBD, Service Learning Coordinator</li> <li>15. Haley Storms, Health and Safety Manager</li> <li>16. Matt Steichen, Community Relations Coordinator</li> </ol> |  |

\*Participation for these individuals to be confirmed.

## Investment

Leadership Team Development	\$13,500.00
Clifton Strengths Full 34 + Clifton Strengths for Managers [33 Participants] *	\$ 2,640.00
*Clifton Strengths reports will be billed based on actual needs at \$80/participant.	

Fees will be due as follows: \$2,640.00 due on September 15, 2021 [CS Reports]  
\$6,750.00 due on November 15, 2021  
\$6,750.00 due on March 15, 2022

Lighthouse will honor this proposal through July 15, 2021. After that date, pricing and availability may be subject to change.

## Future Phases

Lighthouse will meet with leaders from the Faribault Public Schools (FPS) and the Faribault Area Chamber of Commerce Enrollment Task Force in the spring of 2022 to assess effectiveness of leadership team training.

In the spring of 2022, the scope of year 2 Culture of Excellence training to the next level within the organization will be determined and a formal proposal will be provided.

## Auxiliary Options

1. As an Authorized Five Behaviors partner, the Five Behaviors team assessment is available at a cost of \$120.00/team member.
2. Individual executive/leadership coaching for selected members will be offered at a reduced rate throughout the Phase One Engagement.
  - a. Three Session Package at a reduced rate of \$600.00.
  - b. Six Session Package at a reduced rate of \$1200.00.



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## Lisa Sammon

MAXIMIZER | SIGNIFICANCE | SELF-ASSURANCE | STRATEGIC | RELATOR

Lisa is a strategic leader that partners the strengths of the team with operational excellence. She is recognized for developing creative business solutions, financial models, and strategic plans to help organizations turn their vision into reality. Her passion for strengths, experience in change management and continual process improvement has led to healthy organizations run by empowered leaders.

Lisa received a B.A. degree in Finance from the University of St. Thomas and spent the next decade plus building her career in commercial real estate lending. Next, Lisa brought her financial skills to the world of church and school administration, where she navigated operations, including a successful merger, capital campaign and the construction of a new church campus.

Lisa is a Gallup Certified Strengths Coach, helping to unlock the best in people. She is currently enrolled in the Coaching Certification program at the Hudson Institute of Coaching. A skilled facilitator, Lisa leads the leadership curriculum for the Faribault Future Community Leadership program. She brings her passion for organizational health, executive leader coaching, financial analysis, organizational assessments, and strategic planning to LSS clients.

Learn more at [www.lisasammon.com](http://www.lisasammon.com).



Authorized Partner

