



**CCSC and Derby Public Schools**  
**Development of a Strategic Plan**  
*Scope of Services 2020-2022*

***Year 1 – Focus on Mission, Vision and Strategic Plan***

<b>Cost Driver</b>	<b>Deliverable</b>
1. Board and Superintendent Engagement	<ul style="list-style-type: none"> <li>Identify clear parameters for outcomes, process and timeline</li> <li>Make adjustments to plan, as needed, based upon needs and direction of Board of Education</li> </ul>
2. Form Guiding Coalition (GC) to oversee process	<ul style="list-style-type: none"> <li>Coordinate with Superintendent to identify representative stakeholders to serve as a Guiding Coalition</li> <li>Schedule times to meet with BoE and GC</li> <li>Review key documents including current Vision, Mission, Strategic Plan, District and School Improvement Plans, Portrait of the Graduate and definition of high quality instruction</li> <li>Develop and administer needs assessment with clear articulation of assets and areas of opportunities</li> </ul>
3. Community Input	<ul style="list-style-type: none"> <li>Orchestrate the planning and hosting of Community Forum, Community Conversation or other method for seeking input from staff and families on the status of Derby Schools and needs moving forward</li> <li>Analyze results and create summary of patterns and trends</li> </ul>
4. Draft Core Documents	<ul style="list-style-type: none"> <li>Work with Superintendent, Board and Guiding Coalition to develop a Mission, Vision and Strategic Plan utilizing input from all stakeholders</li> <li>Develop an implementation infrastructure for the Strategic Plan</li> </ul>
<b>Fee for Services: \$18,000</b>	

***Year 2 – Implementation of Strategic Plan***

Year 2 – 2021-2022	
Articulate Improvement Strategies	Work with Superintendent and Derby professional educators to implement the strategic plan including a method for communication with all constituents and monitoring progress to ensure continuous improvement
<b>Fee for Services: \$6,000</b>	