

Strategic Planning Services Menu: Building a Three to Five-Year Plan

This document outlines a phased approach to developing a comprehensive, board-ready strategic plan based on the unique needs of your district and community. Our services are customizable across three tiers based on the depth of on-site engagement required.

What you can expect to receive from our development of your Strategic Plan.

- **Board - Aligned Strategic Plan**
- **Community Validated Priorities**
- **Clear Implementation Roadmap**
- **A Plan That Survives Leadership Transitions**

Core Services & Deliverables (Included in All Tiers)

Our three-phase methodology ensures district-wide alignment and community buy-in for a **three to five-year strategic plan**. Over a six-month period we provide the following:

Methodology & Engagement

- **Phased Approach:** The project is structured into three clear phases: Internal Alignment, Community Validation, and Finalization.
- **Data Collection:** Includes full online and hard-copy surveying of district staff and community members as well as a review of state and local academic, finance and operations data.
- **Stakeholder Meetings:** In-person or virtual meetings with Board Members, District Administration, Building Administrators, Teachers, and Staff.
- **Final Presentations:** Includes up to two visits for presentations (First and Second Readings) to the Board for formal consideration.

Standard Deliverable (Option A)

The final plan is delivered as a fully editable **Word Document** containing the following core elements:

- Mission, Vision, and Core Values statements.
- Four to five Strategic Pillars tailored to district needs.
- A Strategic Plan Review Calendar for the duration of the plan.
- District Highlights and Historical Milestone Timeline sections.

Premium Ready-to-Publish Document (Option B)

Choose this option to receive the Standard Document (Option A) plus professional production of a public-facing plan.

Deliverable: Includes the Word Document plus a finished, visually refined **Forward-Facing Document** (High-Resolution PDF) ready for website publication.

Content: Includes graphic design integration, photos, a dedicated District Highlights section, and a printable **One-Page Overview**.

Additional Fee: An additional fee is added to your chosen service tier to cover the 10 hours required for design and production.

ADMINISTRATOR ASSISTANCE

116 W 7TH STREET

BROOKSTON, IN 47923

STEVE WITTENAUER—OWNER/MANAGER

OFFICE PHONE 765.563.8210 CELL PHONE 765.418.5727

stevewittenauer@gmail.com

