

# BIG ROCK PLAN FOR PROGRESS

## BIG ROCK: PDSA'S FOR DISTRICT IMPROVEMENT – FLEMING COUNTY

IN THE FIRST 30 DAYS, WE WILL KNOW WE ARE SUCCESSFUL WHEN: ALL ACTION STEPS IN MULTIPLE PDSA'S ARE COMPLETED BY THE APPROPRIATE DEADLINE BY THE DISTRICT PERSONNEL ASSIGNED TO COMPLETE THE TASKS.

THE MEASURES/EVIDENCE WE WILL USE ARE: PDSA'S WILL BE COLOR-CODED BY DISTRICT AND KDE STAFF TO SHOW PROGRESS ON EACH ACTION STEP (completed tasks highlighted in green, tasks in process marked in yellow and tasks not started marked in red).

PDSA #	FIRST 30 DAYS ACTION STRATEGIES:	WHO IS ON POINT?	BY WHEN	HOW COMMUNICATED
MV-6	MEET WITH CENTRAL OFFICE ADMINISTRATORS ON JAN 7 TO DISCUSS AND RECEIVE INPUT ON MISSION/VISION.	SUPERINTENDENT TOM PRICE C.O. ADMIN.	JAN. 7, 2014	
GPP-3	INSTRUCTIONAL SUPERVISOR HIRED BY DISTRICT	T. PRICE, SUPT.	JAN. 8, 2014	
MV-3	SELECT AND CONTACT MEMBERS FOR SUPERINTENDENT'S ADVISORY COUNCILS FOR PARENTS AND STUDENTS. ARRANGE FIRST MEETING IN MID-JAN. TO ADDRESS VISION/MISSION/BELIEFS.	SUPERINTENDENT TOM PRICE EXEC. ASST.	JAN. 10, 2014	
MV-5	CONTACT PRINCIPALS 1ST WEEK IN JAN. TO ASK FOR TEACHER/CLASSIFIED REPRESENTATIVES TO GIVE INPUT ON VISION/MISSION. MEET WITH THESE STAFF BY JANUARY 15.	SUPERINTENDENT TOM PRICE PRINCIPALS	JAN. 10, 2014	

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<b>PT-2</b>	<b>ALL TRASH CANS ARE TO BE REMOVED IMMEDIATELY AS WELL AS BROOMS, DUST PANS, PICTURES, CLEANING SUPPLIES, BUNGEE CORDS, ETC.</b>	<b>WILLY CAMPBELL, TRANSPORTATION DIRECTOR</b>	<b>JAN. 10, 2014</b>	
<b>C-3</b>	<b>MAKE WEBSITE CHANGES TO ACCOMMODATE NEW COMMUNICATION PLAN</b>	<b>CCO</b>	<b>EARLY DEC.</b>	<b>DELAYED TO FIRST WEEK IN JANUARY</b>
<b>PT-4</b>	<b>INCLUDE LABOR AND PARTS COSTS ON ALL WORK ORDERS AND THEN PLACE WORK ORDERS IN EACH VEHICLE FOLDER UPON JOB CLOSE OUT.</b>	<b>WILLY CAMPBELL, TRANSPORTATION DIRECTOR</b>	<b>JAN. 15, 2014</b>	
<b>MV-4</b>	<b>CONDUCT MEETINGS IN JANUARY WITH PARENTS AND STUDENTS TO DISCUSS VISION/MISSION.</b>	<b>SUPERINTENDENT TOM PRICE, EXEC. ASST.</b>	<b>JAN. 30, 2014</b>	
<b>MV-7</b>	<b>COMPLETE DRAFT VISION/MISSION/BELIEF STATEMENTS</b>	<b>SUPERINTENDENT TOM PRICE C. O. ADMIN.</b>	<b>JAN. 30, 2014</b>	
<b>PT-6</b>	<b>A PUPIL TRANSPORTATION POLICY MANUAL FOR EMPLOYEES NEEDS MUST BE CREATED, ADOPTED BY THE SCHOOL BOARD AND POSTED WITHIN THE BUS GARAGE SO THAT IT IS AVAILABLE TO DRIVERS AND OTHERS.</b>	<b>WILLY CAMPBELL, TRANSPORTATION DIRECTOR</b>	<b>JAN. 30, 2014</b>	
<b>PT-7</b>	<b>DEVELOP AN OVERALL COMPOSITE MAP SHOWING ALL BUS ROUTES.</b>	<b>WILLY CAMPBELL, TRANSPORTATION DIRECTOR</b>	<b>JAN. 30, 2014</b>	
<b>MV-8</b>	<b>FINALIZE VISION/MISSION/BELIEF STATEMENT AND SUBMIT TO FLEMING COUNTY BOARD AT FEB. MEETING.</b>	<b>SUPERINTENDENT TOM PRICE C. O. ADMIN.</b>	<b>FEB. 12, 2014</b>	
<b>C-6</b>	<b>COMMUNICATION TEAM TO INCLUDE STAFF MEMBER FROM EACH SCHOOL TO ACT AS "POINT PERSON" FOR THEIR SCHOOL.</b>	<b>SUPERINTENDENT TOM PRICE, PRINCIPALS</b>	<b>FEB. 12, 2014</b>	
<b><u>IF WE ARE NOT SUCCESSFUL, WE WILL: USE AND MODEL P-I-A OF PROCESSES FOR REVIEW AND IMPROVEMENT FROM DATA WISE: (A) PREPARE (B) INQUIRE (C)ACT (QUALITY TOOLS)</u></b>				

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**IN 60 DAYS, WE WILL KNOW WE ARE SUCCESSFUL WHEN:** ALL ACTION STEPS IN MULTIPLE PDSA'S ARE COMPLETED BY THE APPROPRIATE DEADLINE BY THE DISTRICT PERSONNEL ASSIGNED TO COMPLETE THE TASKS.

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60 DAYS ACTION STRATEGIES:		WHO IS ON POINT?	BY WHEN	HOW COMMUNICATED
GPP-4	NEW DISTRICT VISION AND MISSION COMPLETED AND SHARED WITH STAKEHOLDERS	T. PRICE, SUPT.	FEB 15, 2014	SEE SEPARATE PDSA
GPP-5	JOB DESCRIPTIONS ARE UPDATED AND, IF NEEDED, CREATED FOR EVERY DISTRICT EMPLOYEE.	G. EMMONS, DIRECTOR OF FEDERAL PROGRAMS	FEB 15, 2014	MET WITH PERSONNEL DIRECTOR ON JAN 2 TO MONITOR PROGRESS. THIS HAS BEEN AN ONGOING INITIATIVE SINCE JANUARY,

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				<b>2013. MR. EMMONS AND THE SUPT. WILL MEET ON MONDAY OF EACH WEEK, GOING FORWARD TO FINALIZE.</b>
<b>GPP-6</b>	<b>DISTRICT PROCEDURES FROM KSBA SERVICE ARE REVISED AND APPROVED BY THE BOARD</b>	<b>T. PRICE, SUPT.</b>	<b>FEB 15, 2014</b>	<b>DISTRICT WAS UNAWARE THEY HAD PREVIOUSLY PURCHASED THE SERVICE AND PAST LEADERSHIP DID NOT FOLLOW THROUGH TO WORK WITH KSBA TO REVISE PROCEDURES.</b>
<b>MV-9</b>	<b>MONITOR FOR SUCCESSFUL IMPLEMENTATION OF DISTRICT VISION/MISSION/BELIEF STATEMENTS.</b>	<b>C.O. ADMIN. PRINCIPALS</b>	<b>MAR. 1, 2014</b>	
<b>FS-2</b>	<b>ASSESS BREAKFAST PARTICIPATION AT THE HIGH SCHOOL</b>	<b>FOODSERVICE DIRECTOR</b>	<b>MAR. 1, 2014</b>	
<b>FS-3</b>	<b>MEET WITH H. S. PRINCIPAL TO DEVELOP A PLAN TO INCREASE BREAKFAST PARTICIPATION</b>	<b>FOODSERVICE DIRECTOR &amp; HIGH</b>	<b>MAR. 10, 2014</b>	

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		SCHOOL PRINCIPAL		
FS-4	IMPLEMENT THE PLAN TO INCREASE BREAKFAST PARTICIPATION AT THE HIGH SCHOOL	FSD & HIGH SCHOOL PRINCIPAL	MAR. 24, 2014	
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<p><b>IN 90 DAYS, WE WILL KNOW WE ARE SUCCESSFUL WHEN:</b> ALL ACTION STEPS IN MULTIPLE PDSA'S ARE COMPLETED BY THE APPROPRIATE DEADLINE BY THE DISTRICT PERSONNEL ASSIGNED TO COMPLETE THE TASKS.</p>
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90 DAYS ACTION STRATEGIES:		WHO IS ON POINT?	BY WHEN?	HOW COMMUNICATED?
C-5	Collect feedback from principals/school staff/parents/community members on the	All CO Staff	Mar. 30,	

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	effectiveness of the district communication plan.		2014	
<b>FS-5</b>	MEASURE THE SUCCESS OF THE BREAKFAST PARTICIPATION PLAN AT THE HIGH SCHOOL.	FOOD SERVICE DIRECTOR	APR. 30, 2014	
<b>FS-6</b>	REVISE THE BREAKFAST PARTICIPATION PLAN AT THE HIGH SCHOOL, IF NEEDED.	FOOD SERVICE DIRECTOR & HIGH SCHOOL PRINCIPAL	MAY 1, 2014	
<b>ATT-1</b>	SCHOOL DISTRICT SHOULD REVIEW AND REVISE ALL ATTENDANCE RELATED- POLICIES AND PROCEDURES THEN SEEK BOARD APPROVAL OF ANY NEW OR REVISED POLICIES AND PROCEDURES.	KAREN KIRBY, DPP AND TOM PRICE, SUPT.	MAY 15, 2014	
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**\*REMEMBER TO “SEE HOW FAR WE’VE COME” AFTER EACH 30 DAYS AND CELEBRATE THE VICTORIES! 😊**