



FLOYD COUNTY BOARD OF EDUCATION
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Linda C. Gearheart, Board Chair - District 1
William Newsome, Jr., Vice-Chair - District 3
Dr. Chandra Varia, Member- District 2
Keith Smallwood, Member - District 4
Steve Slone, Member - District 5

Consent Agenda Item (Action Item): Approve the 2021-2022 (30-60-90 Day Plan) by the superintendent for the School District.

Applicable State or Regulations: KRS 162.90 Powers and Duties of the Local Board of Education

Fiscal/Budgetary Impact: None

History/Background: As part of the onboarding leadership series for new superintendents I have completed a 30-60-90 Day Plan for the school district. This plan outlines work prior to Day 1, first week, weeks 2-8 (30 Day Plan), remainder of first semester (60 Day Plan), second semester (90 Day Plan). This is a living plan and document and will be revised and changed as it should be as the school year progresses. The 30-60-90 Day Plan also based around the Effectiveness Standards:

1. Strategic Leadership
2. Instructional Leadership
3. Cultural Leadership
4. Human Resource Leadership
5. Managerial Leadership
6. Collaborative Leadership
7. Influential Leadership

Recommended Action: Approve as presented

Contact Person(s): Anna Whitaker Shepherd

Anna W. Shepherd
Superintendent

Date: August 10, 2021

NxG Leadership Series

Onboarding New Superintendents

30-60-90 Day Plan

2021-2022

Anna Shepherd
Name

Floyd County Schools
District

Board Review Date

Prior to Day 1

Listed below are priority goals/action steps to be addressed prior to the 1st day of employment.

Goals	Actions Taken to Address the Goal	Standard	Evidence/Artifacts	Dates: Initiated- Completed
Hold "Listen & Learn Tour"	Met with all 14 locations around 20 questions to guide discussions and plans for upcoming school year.	1	Photos have been uploaded to the connect.kasa.org site for cohort 10.	July 1- July 26, 2021
Begin "Office Chair Chats"	Started meetings with department chiefs around projects on-going, plans, next steps and assistance needs.	1	Photos	August ILP Portfolio
Meet with transportation chief	Meeting occurred to determine recruitment status and plans for training	4	Twitter photo and message of celebration of first principals trained.	Meeting Notebook
Hold board meeting regarding school supplies Pre-K-12	Board meeting occurred and our board approved to purchase school supplies for pre-k-12 students and specialty course items.	6	Board meeting minutes	July 13, 2021
Meet with local ARH Hospital CIO	Meeting occurred with Highlands ARH CIO and all three	3	Texts & emails	Jul 14, 2021

	ARH Hospitals to purchase backpacks for school supplies.			
Hold community stakeholder input meeting and publicize input survey with ARP ESSER plan Meet regarding ARP-ESSER Plan	Survey for stakeholder input was on our district website for input gathering as well as a community/stakeholder face-to-face planning meeting occurred. Instructional Chiefs, administrative teams and district leadership met to plan for needs of ARP-ESSER.	3	Survey information; photos and agenda	July 19-27 & July 22, 2021
Establish plan for Virtual Academy	Virtual Academy has capacity of 500. Personnel planning to assure adequate ratio/staff are in place.	2 & 5	Central Office Leadership Weekly Meeting Discussion.	Tuesday
Meet and attended KSBA with al board members	Attend KSBA with my board to build relationships.	4	Photos.	August ILP Portfolio
Visit "Floyd Forward" Summer Extended Learning at schools	Check on extended learning designed to close learning gaps with students.	6 & 7	Video link.	August ILP Portfolio
Meet regarding handbooks	Review, revision and discussion of FCECA and Athletic handbooks prior to board approval.	3 & 4	Handbooks approved - board meeting minutes.	July 26, 2021
Meet with KESPA-KEA group of classified employees	Discuss revisions to our district Work Rules Agreement.	5	Photo of group following final agreement meeting.	August ILP Portfolio
Present with Floyd Team at CTE Conference	Presentation in Louisville	4, 5, 6	CTE Conference list of presentations.	July 23, 2021

30-Day Plan

First Week Only

Goals	Actions Taken to Address the Goal	Standard	Evidence/Artifacts	Dates: Initiated- Completed
Continue "Office Chair Chats"	Conferences	1	Photos; Facebook and Twitter Shared.	July 26-30, 2021
Review ARP-ESSER Plan	Meetings with District Team	1 & 5	Photos of district team meeting has been.	July 26, 2021
Attend KASA two days for Cohort 10 Onboarding New Superintendents	Training in Communication and Finance	1-7	Agenda.	July 28-29, 2021
Complete ARP-ESSER Plan	Submission to KDE	1-7	Email submission and return receipt of successful receipt.	July 30, 2021
Post Re-Opening Plan	Inform Stakeholders of opening plans	2 & 5	www.floyd.kyschools.us website posting.	July 30, 2021
Meet with counselors	Discuss SEL curriculum & SB1	2 & 4	Photos.	July 30, 2021
Hold Central Office Leadership Team (COLT) Meeting	Receive updates on work of district, plans, next steps, assistance needs	1, 2, 4 & 5	Weekly-Friday Communication Report to Board of Education Members.	July 30, 2021
Meet with local Health Department Director	Discussed last week of "Floyd Forward" extended learning school	1, 2, & 5	Virtual Meeting with Health Dept., Director and Health Coordinator for Floyd County Schools.	July 27, 2021
Present to the Highland Foundation	Presented about the Imagination Library for Birth-age 5 children countywide and books	6	Agenda, and PowerPoint.	July 29, 2021

30-Day Plan

Weeks 2-8

CARRY-OVER GOALS from 1st week: Priority goals/action steps continued/refined from first week

Goals	Actions Taken to Address the Goal	Standard	Evidence/Artifacts	Dates: Initiated- Completed
Revise Organizational Chart - District	Org. chart and duties shared during office chair chats individually.	2 & 5	Org. document.	Aug. 3, 2021
Attend Kindergarten Camps	Plan to attend as many school events as possible.	3 & 6	Schedule/Flyers	Aug. 9, 2021
Meet, greet, thank staff	District classified and certified staff will participate in required trainings on these dates in dept. groups.	1	Training Schedules and Photos.	Aug. 9-11 & 16, 2021
Hold District Leadership Team Retreat	Principals, Directors, Assistant Principals and Counselors will participate in a retreat.	2	Photos. Agenda.	Aug. 12 & 13, 2021
Meet with Health Dept. Director and district team to discuss re- opening plan.	Health Coordinator and I meet to discuss status of county and recommended plans for district events.	3 & 6	Calendar Schedule of ZOOM meeting.	Aug. 16, 2021
Attend Open House Events at Schools	Visit as many school open house events to support, answer questions and meet families.	1, 2, 3, 5	Schedule of Open House Dates. Photos.	Aug. 16-26, 2021
Hold Opening Day for all Employees	Share opening message of "Rowing and Growing" Together along with focus areas, mission & vision.		Photos.	Aug. 23, 2021
Create Re-entry plan for Board	Discuss and approve re-entry plan for district.	3, 5, 6, 7	Agenda. Minutes.	Aug. 23, 2021

Visit Schools day one for students and weekly thereafter	Welcome students and families back to school.	3	Photos.	Aug. 30 & Sept. 7 and ongoing weekly
NEW GOALS for Weeks 2-8				
Establish work plan meetings with Board Members	Discuss with board members a work plan session week prior to monthly meetings.	1	Schedule.	
Hold PGP Meetings with administrators evaluating	Set up IPGP meetings linked to personal and district focus and goals as well as ongoing evaluation meetings.	4	Schedule.	
Establish New Teacher Cohort Meeting	Meet new teacher group and share goals, mission, vision, focus areas and their dreams for themselves, their school and students.	4	Agenda. Photos.	
Establish Principal Cohort Meeting	Meet, greet and share with the group.	4	Agenda. Photos.	
Hold Central Office Leadership Team Meeting	Develop School Support Plan of assistance as a team.	1 & 4	Agenda. Photos. Sign-in Document.	

60-Day Plan

Remainder of the First Semester

CARRY OVER GOALS from 30-Day Plan: Priority goals/action steps continued/refined from first 30 days.				
Goals	Actions Taken to Address the Goal	Standard	Evidence/Artifacts	Dates: Initiated- Completed
Monitor Safe School Re-entry Plan	Meet with school safety and health coordinator as well as local health department director on regular basis to inform decisions ongoing regarding health & safety of all.	2 & 7	Calendar of Dates for Zoom or In-Person Meetings.	

Begin Revision Process for District Mission and Vision	Involve community stake holders in revision mission and vision of district.	1	Agenda. Photos. Revised statements.	
Review all new curriculum implementation protocols	Meet to determine curriculum, protocols, plans for fidelity of implementation and monitoring.	2	Agenda.	
Meet with communication liaison	Discuss plan for all social media communications.	6	Communication plan.	
Present to Floyd County Chamber of Commerce	Meet, greet, and present to others within the community.	3 & 6	Photos.	
Rebrand Floyd Leadership Experience (FLEX), and Central Office Leadership Team (COLT)	Revise/rebrand cohorts/cadres for team building.	1	Photos. Agendas. Schedule of meeting dates.	
NEW GOALS for the 60-Day Plan				
Schedule Strategic Planning Process	Utilize resources KDE, KVEC, KEDC when developing district strategic plan.	2	Plan.	
Assess learning systems for varied models (in-person & virtual)	Meet with DAC and district team to discuss and plan for system.	1-6	Plan. Schedule.	
Remain visible in schools	Ongoing weekly visits to schools and talk to students and staff.	3	Photos.	
Celebrate our students and staff	Celebrate accomplishments of ALL within school district.	3	Photos. Board Meeting Agendas. Social Media Outlets.	

Meet Big Sandy Community and Technical College System President	Floyd County Early College Academy (FCECA) is on BSCTCS Campus. Plan for on-going communication and collaboration.	7	Photo. Calendar date.	
Meet district team to plan for advisory groups.	Establish advisory groups to superintendent (students, teachers, classified and community.)	6	Agenda. Schedule. Plan.	
Ride Bus Routes	Ride buses to experience longest routes.	5	Photos.	
Meet local economic development team	Schedule meeting for broad community engagement and goals to ensure academic success of students.	7	Calendar date. Agenda. Photos.	

90-Day Plan

Second Semester

CARRY OVER GOALS from 60-Day Plan: Priority goals/action steps continued/refined from first 60 days.				
Goals	Actions taken to address the goal	Standard	Evidence/Artifacts	Dates: Initiated- Completed
Monitor Safe School Re-entry Plan	Conversations with students and staff.	2 & 7		
Continue weekly visits in schools		3		
Celebrate accomplishments of district team and students		3		
Make New teacher cohort visits		4		

Make Principal cohort visits		4		
Hold Evaluation meetings		4		
Revisit district facilities plan for upcoming priorities		5		
Begin Budget planning around priorities		5		
Review safety plans and projects		5		
Review technology plan		5		
Continually communicate to stakeholders		6		
Continue weekly meetings with Inst. Chiefs on school support needs		1		
NEW GOALS for the 90-Day Plan				
Implement Strategic Plan		1		
Schedule quarterly vertical alignment meetings		2		

Use Impact KY results for improvement		1 & 3		
Review TIC plan for revisions		1 & 2		
Continue budget meetings		5		
Discuss COGNIA review		1, 4 & 5		
Continue presenting Superintendent Standards data		1-7		