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| **Strategy, Goal, and Leading Indicator(s)** | Name of Strategy | *Cultural Competency Training Series* |
| Long-Term Goal of Strategy (Lagging Indicator) | *By the 2017–18 school year, our district will increase retention of effective teachers by 15% (from 60% up to 75%)* |
| Leading Indicator(s) | Indicator 1 | Indicator 2 | Indicator 3 |
| *3 cultural competency trainings are scheduled during 2016–17 school year* | *75% of teachers attend all 3 trainings* | *75% of teachers report (via pre/post surveys) improved understanding of cultural competencies after attending all 3 trainings* |
| **Step 1. Establish a Monitoring Plan** | How often will our team monitor progress toward each leading indicator?  | *Weekly team check-ins to oversee RFP and selection process* | *Weekly registration monitoring* | *Before and after each training (3 trainings per year)* |
| What evidence will we collect of our progress toward each leading indicator? | * *Contracts team puts out RFP for PD vendors*
* *Proposals reviewed*
* *Vendor selected and contract executed statement of work/training plan*
 | *Recruitment messaging drafted**Contact list compiled**Outreach conducted**Regular oversight of registration list**Follow-up recruitment as needed* | *Develop quick 3–5 minute pre/post surveys (electronic or paper?)**Consider unique identifiers for each respondent to track individual progress**Administer surveys at the start and finish of each of the 3 sessions**Track responses and report data* |
| How will we know we are on track toward meeting our long-term goal?  | *Above steps completed on planned timeline—see benchmarks below—3 trainings scheduled for 2016–17* | *Above steps completed on planned timeline—see benchmarks below—a high participation rate will be key to increasing learning by teachers* | *We should see some improvement in learning after each session, with more growth over time. We should ask same questions each time so that we can see growth.* |
| What are our interim benchmarks? *(Adjust time intervals as needed to match monitoring intervals.)* |
| *Summer 2017 Benchmark* | *RFP issued**Proposals reviewed* | *Draft recruitment message**Compile contact list* | *Survey(s) developed* |
| *Fall 2017 Benchmark* | *Vendor selected/contract**Statement of work /training plan agreed to* | *Conduct first round of outreach**Monitor registration list**Target 90% registration* | *Administer Survey 1**Report results**Target 50% of respondents indicating learning “some” or “a great deal”* |
| *Winter 2017–18 Benchmark* | *n/a* | *Conduct second round of outreach**Monitor registration list**Target 90% registration, and 75% across both sessions* | *Administer Survey 2**Report results**Target 65% of respondents indicating learning “some” or “a great deal”* |
| *Spring 2018 Benchmark* | *n/a* | *Conduct final round of outreach**Monitor registration list**Target 90% registration, and 75% across all 3 sessions* | *Administer Survey 3**Report results**Target 75% of respondents indicating learning “some” or “a great deal”* |
| What might we do to course correct if we are not on track to meet our long-term goal according to the benchmarks established? | *Condense training timeline to start in late 2017?**Increase oversight of RFP process**Consider internal development of training curriculum* | *Consider alternate modes of communication (principal announcements at staff meetings?)**Use social media?**Incentivize participation if response rate is low? (PD credit? Stipend?)* | *Consider format of training: Are participants engaged?**Look at feedback on trainings and determine if adjustments to content or format should be made.* |
| Who will be responsible for monitoring progress for this indicator? | *Contracts department* | *Communications team is responsible for outreach, monitoring progress is done by Teacher Quality Office*  | *Teacher Quality Office will implement training. Research team will monitor and report survey outcomes.* |