

ASD Transformation Timeline: A Step-by-Step District Guide

JANUARY 2026 - JUNE 2028

THE "JOG" APPROACH

This guide provides a comprehensive, step-by-step roadmap for leading the ASD district transformation process – covering consolidation, potential grade reconfiguration, and facility reuse. It is aligned with the "Jog" Approach for District Transformation and spans from January 2026 through June 2028. This document is designed to support district leaders, staff, and community representatives at every stage – including the establishment of a Transformation Steering Committee, staff and community engagement surveys, and detailed implementation logistics.

- ❏ This is a living document. All timelines, scenarios, and engagement activities should be revisited and refined as new data, feedback, and Board direction become available throughout the process.

March '26-April '26

- Staff Survey
- Transformation Steering Committee Dev't

(ASD Staff, Leadership Team, Community)

Staff Engagement TSC

July '26-August '26

- Updated data review
- Initial Scenario Development by superintendent/committee
- Board work session

(Committee, Board, Leadership Team, Staff)

Scenario Development

November '26-December '26

- Scenario Revision
- Implementation Plan Development
- Union engagement
- Budget Development

(Committee, Board, Leadership Team, Staff)

Final Planning

February '27-April '27

- Launch Transition Teams
- Implementation Logistics
- Community Updates
- Community Survey

Transition Planning



Data Review

January '26-February '26

- Web page resource
- Data review/analysis
- Best practices research
- Facility Review

(Leadership Team)

Community Engagement

May '26-June '26

- Community Survey
- Staff Engagement
- Data collection
- Site Visits (tentative)

(Community, Board, Leadership Team, Staff)

Community Engagement

September '26-October '26

- Town Halls
- Interactive listening sessions
- Draft implementation plan options
- Conduct in-depth analysis

(Community, Board, Leadership Team, Staff)

Final Plan Proposal & Implementation

January 2027

- Final Draft of Transformation Plan by Committee
- Committee and Superintendent present Transformation plan to board
- Transition Planning

Transition Readiness

May '27-June '27

- Final Transition Plans
- Staff Planning
- Student/Family Planning

ASD
Transformation
Timeline (DRAFT)

Phase 1: Data Review — January–February 2026

The first two months of the transformation process focus on establishing the district's foundation for planning and communication. This phase centers on launching a public resource hub, reviewing and analyzing key data, researching best practices, and completing a comprehensive facility review. Data will be shared with Transformation Steering Committee.

Web Page Resource

Launch a dedicated district webpage as a central hub for transformation information, updates, and transparency resources.

Data Review & Analysis

Finalize refined enrollment projections, staffing models, and facility utilization data. Compile updated analyses to inform scenario development.

Best Practices Research

Research best practices from comparable districts that have undergone similar consolidation or reconfiguration processes. Identify key lessons learned.

Facility Review

Conduct a comprehensive review of all district facilities, assessing capacity, condition, and potential for reuse or reconfiguration.

Phase 2: Staff Engagement & TSC – March–April 2026

March and April 2026 focus on two core areas: developing the Transformation Steering Committee (TSC) and administering Staff Survey #1 to gather early feasibility and operational feedback.

Transformation Steering Committee (TSC) Development

- 1

Define Committee Composition
The TSC should include: Superintendent and Cabinet-level district leaders; Building principals (rotating or selected representatives); Licensed and Classified Employee representatives; Parent/family representatives; Community partners and local stakeholders; students (as appropriate), and Board liaison(s).
- 2

Recruit & Appoint Members
Seek parent, community, staff, and student participation through application and appointment processes. Ensure demographic and geographic diversity across the district. Aim for a committee size of 20 - 25 members for effective deliberation.
- 3

Establish Norms & Charter
Draft a committee charter outlining: purpose and scope; decision-making authority is advisory; meeting frequency (recommend bi-weekly through June 2026, then monthly); confidentiality expectations; communication protocols with the public within budgetary constraints.
- 4

Conduct Orientation Session
Host an orientation covering: the district's current data landscape (enrollment, staffing, facilities); the "Jog" approach philosophy and rationale; the full transformation timeline; roles and responsibilities of committee members.

Staff Survey #1: Early Feasibility & Operational Feedback (April 2026)

Administer survey to all district staff in April 2026. Collect responses digitally and compile results for the Steering Committee.

- Vision for the Future of ASD**
Staff will share their perspectives on the long-term direction of the district, including aspirations for student success, community identity, and the kind of school system ASD should become.
- SWOT Analysis**
Staff will examine the district through four lenses: Strengths (what ASD does well and should preserve), Weaknesses (internal challenges and gaps to address), Opportunities (external factors and possibilities to leverage), and Threats (risks and pressures that could hinder progress).

Phase 3: Community Engagement Round 1 — May–June 2026

May and June 2026 focus on four core areas: a community survey, staff engagement, data collection, and tentative site visits. Together, these activities will gather broad input, surface professional perspectives, organize feedback, and deepen understanding of district facilities and community context.

Community Survey

Distribute a community-wide survey to gather broad input from families and community members on district priorities, values, and general reactions to the transformation process.

Staff Engagement

Conduct structured engagement sessions with district staff to gather professional perspectives, surface concerns, and build shared understanding of the transformation direction.

Data Collection

Compile and organize all feedback, survey responses, and engagement data gathered during this phase to inform scenario development and steering committee deliberations.

Site Visits (Tentative)

Conduct visits to districts for best-practice suggestions. Site visits are tentative and will be confirmed based on scheduling and need.

Phase 4: Summer Analysis & Scenario Development – July–August 2026

The summer months focus on three key areas: updated data review, initial scenario development by the Superintendent and Steering Committee, and a School Board work session. Together, these activities ensure scenarios are grounded in the most current information, shaped by community input, and reviewed before refinement.

1 Updated Data Review

Revisit and refresh all key data sets including enrollment projections, staffing models, and facility utilization reports. Ensure all analyses reflect the most current information available to support sound scenario development.

2 Initial Scenario Development by Superintendent/Committee

The Superintendent and Transformation Steering Committee collaborate to develop an initial transformation scenario(s) based on the updated data and community input gathered in Phase 3. Scenarios will address school consolidation, grade reconfiguration, and facility reuse options. Goal: sustainable model to ensure our current kindergarten students can send their kids to ASD schools!

3 Board Work Session

Present initial scenarios to the School Board in a work session format. This is a discussion and review only – no decisions are made at this stage. Board feedback will be incorporated into scenario refinement.

Phase 5: Community Engagement Round 2 – September–October 2026

September and October 2026 focus on four key activities: town halls, interactive listening sessions, drafting implementation plan options, and conducting in-depth analysis. Together, these efforts gather targeted feedback, shape transition planning, and validate the most viable scenarios before Board review.

Town Halls Host community-wide town hall meetings to present scenarios and gather targeted feedback from families, staff, and community members. Ensure sessions are held at varied times and locations to maximize participation.	Interactive Listening Sessions Facilitate smaller, structured listening sessions with key stakeholder groups including PTAs, staff associations, and community partners. These sessions allow for deeper dialogue and more focused input on specific concerns and trade-offs.	Draft Implementation Plan Options Begin drafting implementation plan options based on the most viable configuration scenarios. Plans will address transition timelines, staffing logistics, facility changes, and communication strategies.
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Conduct In-Depth Analysis Perform comprehensive impact analyses for scenario(s), evaluating academic, fiscal, staffing, and facilities factors. Use findings to validate assumptions and prepare materials for Board review.
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Phase 6: Final Planning – November–December 2026

This culminating phase brings together data, community input, and stakeholder feedback from all prior work to finalize the path forward and prepare for implementation.

Scenario Revision

Incorporate all feedback gathered from community engagement, staff surveys, and Board work sessions to revise and finalize the preferred configuration scenario(s). Ensure revisions reflect the district's academic, fiscal, and community priorities.

Union Engagement

Engage formally with union and association representatives to review the implementation plan, address staffing implications, and ensure alignment with collective bargaining agreements and staff transition protocols.

Implementation Plan Development

Develop a comprehensive implementation plan outlining the timeline, logistics, staffing transitions, facility changes, communication strategies, and student support structures needed to execute the approved scenario(s).

Budget Development

Develop a detailed budget aligned with the preferred scenario(s), including projected costs, savings, and fiscal impact over a multi-year horizon. Ensure the budget supports a sustainable and equitable transition.

Phase 7: Board Approval & Transition Planning – January–March 2027

January through March 2027 is the Board approval period. Once a final scenario is approved, the district immediately launches transition planning teams and begins early implementation logistics to ensure a smooth start for the 2027 - 28 school year.

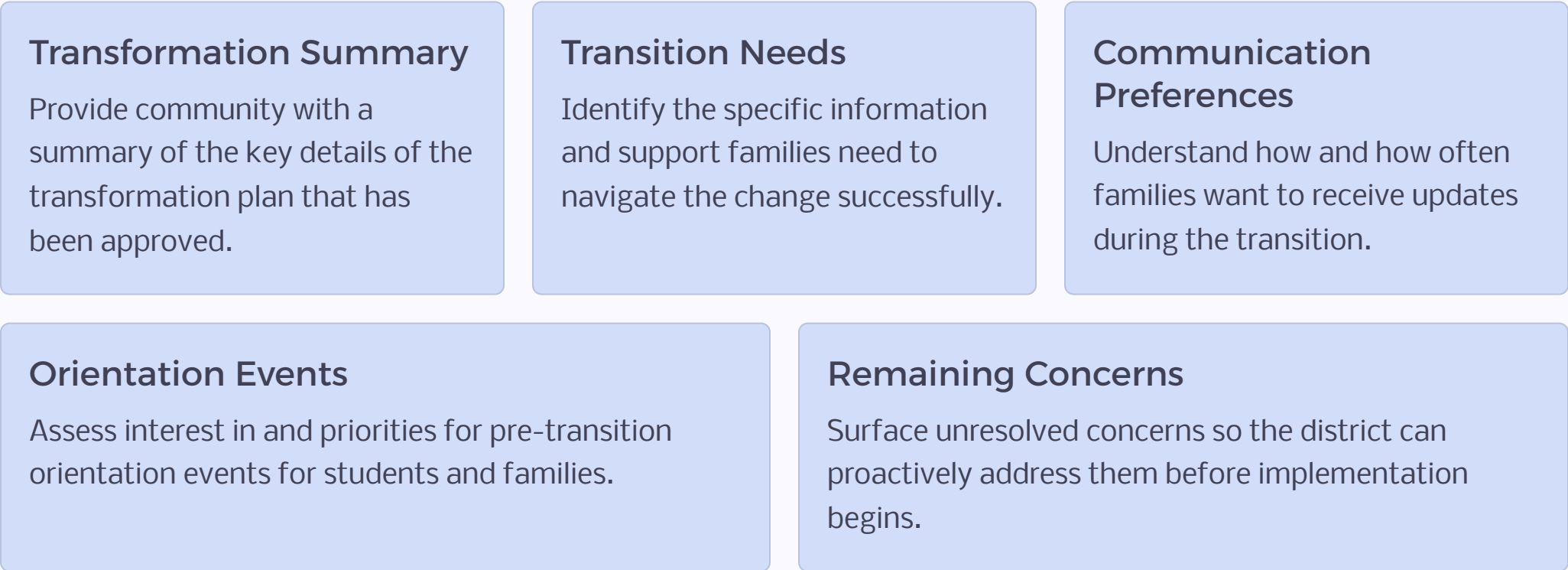


Transition Planning Team Structure

Upon Board approval, transition planning sub-teams will be established based on the specific needs and requirements of the approved plan. Team composition, leads, and deliverables will be determined at that time to ensure alignment with the chosen configuration.

Parent & Community Survey #3: Post-Approval Transition Needs (February 2027)

Following Board approval, a community survey will be administered to understand what families need to feel prepared for the upcoming transition. This survey serves as a critical feedback mechanism to guide communication planning, orientation design, and support services during the transition period.



Phase 8: Transition Readiness – April–August 2027

April through August 2027 is the transition readiness phase. All planning work culminates in concrete preparation activities – staff training, student orientation, facility preparation, and community celebration – setting the stage for a successful launch of potential reconfigured schools in Fall 2027 - 28.

April–June 2027: Finalizing Plans & Readiness Initiatives

1	2
Finalize Transition Plans Finalize transition plans for 2027 - 28 implementation. Finalize transition readiness initiatives including training and student orientation planning.	Staff Reassignment & Training Conduct staff reassignment and training planning. Launch transition readiness initiatives. Communicate implementation details to all stakeholders.
3	4
Student & Family Supports Prepare student and family transition supports including orientation events and communication materials. Begin facility preparation and resource reallocation.	Final Board Report Present final readiness report to the Board. Celebrate community collaboration milestone and outline next steps for the 2027 - 28 school year.

Staff Survey #4: Professional Development & Final Readiness (May 2027)

Administered in May 2027, this survey assesses staff readiness and professional preparedness as the district approaches the launch of reconfigured schools. Results will inform final training, support, and communication efforts before the 2027 - 28 school year begins.

Assignment Clarity Staff understanding of their role, placement, and responsibilities for the 2027 - 28 school year.	Professional Development Assessment of whether training provided has adequately prepared staff for the transition and identification of remaining development needs.	Readiness Rating Staff self-assessment of overall readiness to begin the new school year in the reconfigured setting.
Student Support Staff confidence in their ability to support students and families through the transition and identification of additional resources needed.		

July–August 2027: Final Implementation Logistics

Execute Transition Logistics Execute final transition logistics covering staff assignments, facility moves, and program adjustments. Implementation readiness phase: finalize logistics, facility adjustments, and communication rollouts.	Professional Development Conduct staff professional development aligned with new configurations. Conduct community celebration and orientation events to mark the transition.	School Launch Preparation Prepare for launch of reconfigured schools in Fall 2027 - 28. Ensure all facilities, staffing, transportation, and program logistics are finalized and communicated.
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Phase 9: Implementation & Ongoing Monitoring – September 2027–June 2028

Beginning September 2027, the implementation phase officially begins. The district's focus shifts from planning to monitoring, evaluating, and continuously improving the new configurations to ensure student success, enrollment stability, and community satisfaction.



Monitor & Evaluate

Monitor and evaluate program effectiveness, enrollment stability, and community satisfaction throughout the 2027 - 28 school year.



Quarterly Progress Updates

Provide quarterly progress updates to the Board and community, maintaining the transparency and engagement culture established throughout the planning process.



Continuous Improvement

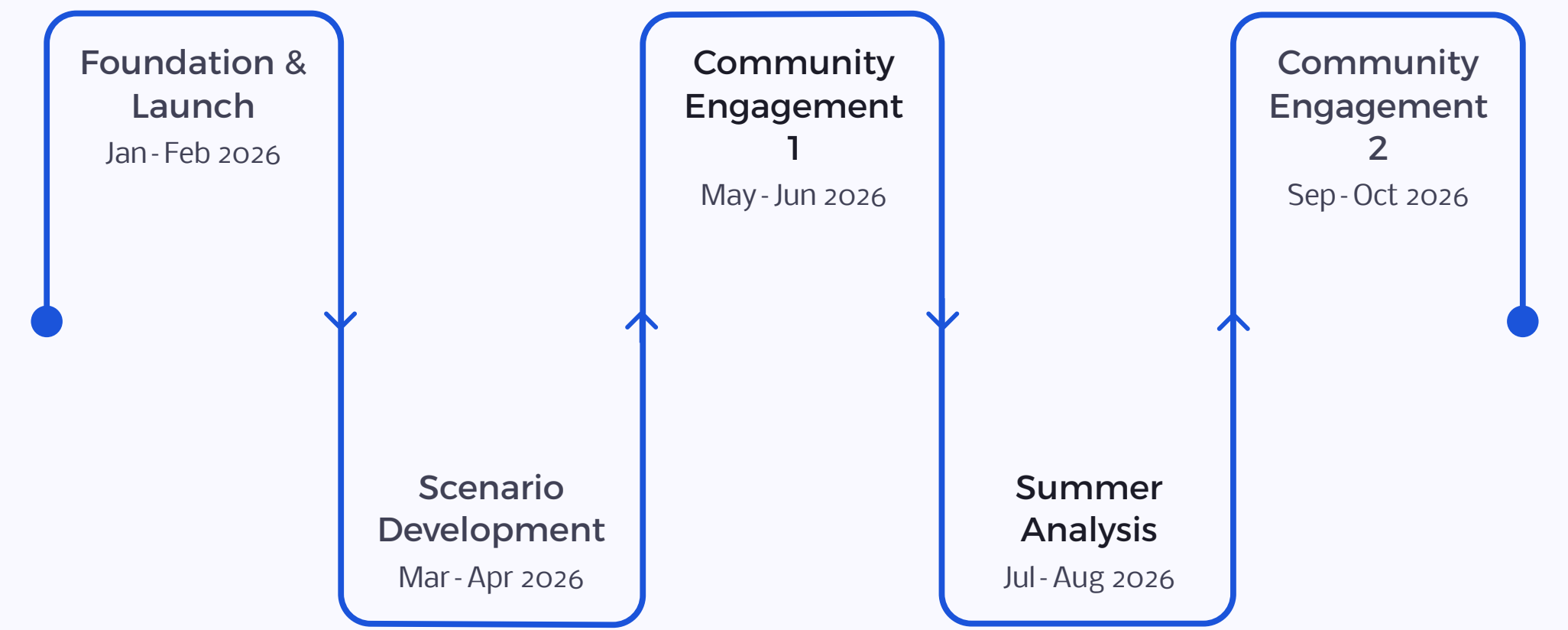
Use monitoring data and ongoing community feedback to make adjustments and improvements throughout the implementation year.

Implementation Monitoring Survey (Quarterly, 2027–28)

Administer the following survey to both staff and families on a quarterly basis throughout the 2027 - 28 school year to track satisfaction, identify emerging issues, and demonstrate accountability.

Survey Section	Sample Questions
Overall Satisfaction	How satisfied are you with the transition to the new school configuration? (1 - 5 scale) How does this school year compare to your expectations?
Academic Experience	Do you feel your child's/students' academic needs are being met? (1 - 5 scale) Have there been any disruptions to learning or programming?
Community & Culture	How would you describe the school community culture this year? Do you feel a sense of belonging in the new configuration?
Operational Issues	Have you experienced any logistical challenges (transportation, scheduling, facilities)? How quickly have issues been resolved when raised?
Communication	How well is the district communicating about implementation progress? (1 - 5 scale) What additional information would you like to receive?
Looking Ahead	What is working well that should be continued? What needs to be improved for the remainder of the school year?

Full Transformation Timeline at a Glance



This eight-phase transformation process – spanning January 2026 through June 2028 – is designed to be transparent, inclusive, and data-driven at every step. By combining rigorous analysis with meaningful community and staff engagement, the ASD district is positioned to make decisions that are both fiscally responsible and deeply aligned with the values and needs of the community it serves.

☐ **Key Principle:** Throughout every phase of this transformation, the district's commitment is to engage before deciding – ensuring that all stakeholders, from students and families to staff and community partners, have a genuine voice in shaping the future of ASD schools.