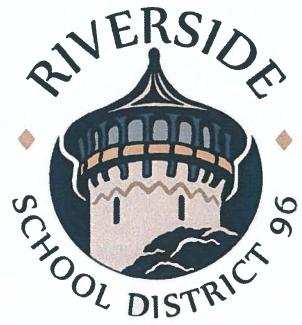


# RIVERSIDE PUBLIC SCHOOL DISTRICT 96

3340 S. Harlem Ave. Riverside, IL 60546  
708-447-5007  
708-447-3252 fax  
www.district96.org



November 11, 2020

Dear Strategic Planning Team Member,

Thank you for accepting our invitation to be a member of our district strategic plan team. Strategic planning is so important to the district and its communities as it is critical that periodically we set a clear direction for the future. Members of the planning team not only bring forth their ideas about how to move the district to an even higher level of performance but also examine ideas from stakeholders not on the team to give them a voice in the process. Again, welcome, and we look forward to working together to develop this shared vision and plan for our future.

The foundation of **CONTINUOUS IMPROVEMENT** rests upon the pillars of mission, vision, values, goals, and strategies. Each of these pillars asks a different question of educators within the system.

**Mission:** *What is our fundamental purpose; why do we exist?*

**Vision:** *What must we become in order to accomplish our fundamental purpose?*

**Core Values:** *How must we behave to achieve our mission, vision, and goals?*

**Goals:** *How will we know if we are making a difference?*

**Strategies:** *What needs our attention?*

“When boards of education along with teachers, administrators, students, families, and the community have worked together to consider those questions and reach consensus regarding their collective positions on each question, they have built a solid foundation for CONTINUOUS IMPROVEMENT and provide their systems with a roadmap for getting better every day.” (Adapted from DuFour, DuFour, Eaker and Many: [Learning By Doing](#))

***In accepting this invitation, we are asking you to commit to attending all meetings of the planning team:***

Given the current health and safety protocols, all meetings will be via Zoom from 4:00 to 6:00 pm.

**Orientation.** December 15

**Data Retreat.** January 12, January 13, and February 9.

**Vision Retreat.** February 23, February 24, and March 2.

**Setting Direction Retreat.** March 10, March 16, and March 30.

**Final Meeting/Recommendation.** April 13

**The responsibilities of the planning team members include:**

- Attend all meetings of the planning team.
- Prepare for each meeting by reading materials aligned to each agenda.
- Conduct a data SWOT analysis of the district by reviewing key data indicators and measures to determine the district's strengths, weaknesses, opportunities, and threats.
- Develop a shared understanding of the needs of stakeholder groups through a review of an environmental scan or stakeholder satisfaction data.
- Explore research-based, effective practices of high performing districts.
- Review and revise the district's shared mission, vision, values/commitments, and goal.

- Provide suggestions for indicators and measures for long-range goals to define district success.
- Identify key strategy gaps that identify what the district needs to do differently to improve its results over the duration of the plan.
- Present a draft of the plan for stakeholder review and input.
- Revise and finalize the draft of the plan based on stakeholder review and input.
- Recommend the strategic plan to the superintendent.
- Learn about the responsibilities to live the Plan.

Please contact Cathy Perino at [perinom@district96.org](mailto:perinom@district96.org) by December 1, 2020, if you are unable to serve.

We look forward to seeing you at our Orientation on December 15, 2020.

Best Regards,

  
Martha Ryan-Toye  
Superintendent

Dan Hunt  
Board President

Katie Kayastha  
Union Co-President

Jennifer Ohlman  
Union Co-President