

# Five Dimensions of the School Design & Change Process

Creating cost effective, efficient and accountable school plans that innovate using time, talent and technology to solve the most pressing challenges of schools and districts in a way that is simultaneously good for students, teachers and the community.

DIMENSION	TYPES OF QUESTIONS ASKED AND ANSWERED	TYPES OF WORK INVOLVED	EVIDENCE OF SUCCESS	PERSPECTIVES
<b>UNDERSTAND</b> Vision Goals & Priorities Needs & Challenges People Impacted Goals / Priorities / Values Timeline Authorizer Requirements	<ul style="list-style-type: none"> <li>• Is there a shared mission?</li> <li>• What is working and what isn't based on data and discussion?</li> <li>• Who are the students and families? How are they engaged?</li> <li>• Who makes up the staff? Why did they come to the school?</li> <li>• What are the logistical or space challenges?</li> <li>• What's been practiced previously?</li> <li>• What barriers or concerns that might exist?</li> <li>• What have they tried in the past? How'd it work?</li> <li>• Are there shared goals / priorities? Are there personalized learning opportunities for students? Outcomes / mastery-based learning?</li> <li>• How are special needs population impacted?</li> <li>• What are the budget realities, what district grants are available, and what collective bargaining agreements are currently in place?</li> </ul>	<ul style="list-style-type: none"> <li>• Surveys</li> <li>• Interviews</li> <li>• Conversations</li> <li>• School Observations</li> <li>• Meetings</li> <li>• Document Review</li> </ul>	<ul style="list-style-type: none"> <li>• Surveys Results</li> <li>• Notes</li> <li>• Scope of Work Defined</li> <li>• Shared Goals Articulated</li> </ul>	<p>While the Superintendent and principal(s) are the primary contacts, understanding the perspectives of many constituencies is key to long-term success.</p> <p>(Listed Alphabetically)</p> <ul style="list-style-type: none"> <li>• Asst. Principal</li> <li>• Cafeteria staff</li> <li>• CBO Partners</li> <li>• CFN Network</li> <li>• Community</li> <li>• Counselors</li> <li>• Families</li> <li>• IZone</li> <li>• Maintenance</li> <li>• Nonprofit Partners</li> <li>• Principal</li> <li>• Programmers</li> <li>• School Security</li> <li>• School Staff</li> <li>• Social Work Team</li> <li>• SPED / ELL</li> <li>• Students</li> <li>• Teachers</li> <li>• District</li> <li>• Union(s)</li> </ul>
<b>DEVELOP</b> A Great Plan Strong Relationships Data Collection Plan	<ul style="list-style-type: none"> <li>• How can we maximize the personalized mastery instruction?</li> <li>• What will ensure a globally competitive instructional program?</li> <li>• How can we build on the school's strengths while addressing goals?</li> <li>• What unintentional implications might an idea or strategy create?</li> <li>• Whose job will change and how?</li> <li>• How will students, teachers, and community members respond?</li> <li>• How is time measured (Bell systems, broadcast,) Transportation?</li> <li>• Is the plan sustainable with anticipated resources?</li> <li>• What are the desired measures of success?</li> </ul>	<ul style="list-style-type: none"> <li>• Meetings and conversations</li> <li>• Research</li> <li>• Assess technology</li> <li>• Multiple iterations developed</li> <li>• Multiple perspective sought</li> <li>• Compliance evaluated</li> </ul>	<ul style="list-style-type: none"> <li>• Options drafted and shared</li> <li>• Primary option selected by school leadership team</li> <li>• Space plan</li> </ul>	
<b>PREPARE</b> People Impacted Tools & Systems Space & Technology Messaging to Stakeholders	<ul style="list-style-type: none"> <li>• Who might be nervous about the changes?</li> <li>• How do we make the best first impression?</li> <li>• What training programs are needed to prepare?</li> <li>• What materials / resources will be needed?</li> <li>• Who is responsible for managing bell schedules?</li> <li>• How will other schools in a shared campus be affected?</li> <li>• How will families be engaged? Notified? Benefit?</li> <li>• How do we plan to cover any transitional costs (new curriculum, staff transition, etc.)?</li> </ul>	<ul style="list-style-type: none"> <li>• Training sessions</li> <li>• Compliance checks</li> <li>• Systems tools built</li> <li>• Documents created (e.g, individual schedules)</li> <li>• Communication tools (bell schedules or alternatives)</li> <li>• Campus-wide space plans</li> </ul>	<ul style="list-style-type: none"> <li>• System tools tested</li> <li>• Manuals / resources created</li> <li>• Trainings held</li> <li>• Side agreement secured</li> <li>• Data plan built</li> <li>• Marketing materials produced</li> <li>• Protocols developed</li> </ul>	
<b>EXECUTE</b> Plan Protocols Data Collection Support	<ul style="list-style-type: none"> <li>• What extra short-term supports are needed?</li> <li>• What additional training do teachers, staff, parents and students need to take advantage of the new structures?</li> <li>• How smoothly is the implementation plan working?</li> <li>• Has anyone found the protocols useful? Necessary?</li> <li>• Is the data being captured adequately?</li> </ul>	<ul style="list-style-type: none"> <li>• Strong presence</li> <li>• Responsive Tech. Assistance</li> <li>• Protocols practiced</li> <li>• Feedback tools established</li> </ul>	<ul style="list-style-type: none"> <li>• Smooth implementation</li> <li>• Feedback evaluated</li> </ul>	<p><b>CONTACT US</b></p> <p><b>WENDY LOLOFF COOPER, CEO</b>            wcooper@generationschools.org            (720) 299 - 0474</p>
<b>REFINE</b> Structures Protocols Accountability	<ul style="list-style-type: none"> <li>• What's working well?</li> <li>• What didn't not work well? What were the causes? How do we respond?</li> <li>• What unanticipated events / consequences?</li> <li>• Is the strategy sustainable?</li> <li>• Was the support plan adequate?</li> <li>• How do we ensure complete implementation to fully test impact?</li> </ul>	<ul style="list-style-type: none"> <li>• Measure impact</li> <li>• Survey</li> <li>• Video / photograph</li> <li>• Evaluate cost / benefits</li> <li>• Ongoing technical assistance</li> <li>• Retainer services</li> </ul>	<ul style="list-style-type: none"> <li>• Testimonials</li> <li>• Student Data reports</li> <li>• School report cards / Quality Review</li> <li>• Modified response plans</li> </ul>	