

Focus Area	Action Items	Update
<b>Governance &amp; Board Relations</b>	<ul style="list-style-type: none"> <li>• Share 100-day entry plan with Board Members for feedback.</li> <li>• Engage individually with Board Members to: <ul style="list-style-type: none"> <li>○ Understand individual initiatives, vision, concerns (overall/local district).</li> <li>○ Identify opportunities for growth and innovation.</li> <li>○ Compile names of key leaders to prioritize meetings with.</li> <li>○ Organize campus visits and Voice Improves Partnership (<b>VIP</b>) schedule.</li> </ul> </li> </ul>	<p>12/15/23 and 2/13/24</p> <p>2/19 and 2/20</p>
<b>Community Relations</b>	<ul style="list-style-type: none"> <li>• Plan citywide <b>VIP</b> tour in each Board Member’s district, bus rides with students.</li> <li>• Publish 100-day plan, Superintendent intro video, and “Share Your Hopes and Dreams” survey by official start date.</li> <li>• Attend events happening in the city and district community.</li> <li>• Begin 1:1 and small group connections: <ul style="list-style-type: none"> <li>○ Media Meet and Greet</li> <li>○ Youth Justice &amp; Education Center</li> <li>○ Elected Officials, Chamber of Commerce, State Board Member Cobbins</li> <li>○ Parent/Caregiver Advocacy Groups</li> <li>○ Alumni, Nonprofit, Higher Ed, Business, and Community Leaders</li> <li>○ Visit local churches, worship centers, faith-based leaders</li> </ul> </li> </ul>	<p>March 2024</p> <p>3/31 – 4/1</p> <p>Feb-March</p> <p>3/29</p> <p>3/28</p> <p>3/27 – 4/5</p> <p>April</p> <p>April</p> <p>3/17, 3/24, 3/31</p>
<b>Staff Relations &amp; Capacity</b>	<ul style="list-style-type: none"> <li>• Begin 1:1 and small group connections: <ul style="list-style-type: none"> <li>○ Executive Leadership Team, Select Principals, Coaches, Athletic Directors</li> <li>○ Bus Drivers, Custodial Team, Support Professionals</li> <li>○ Early Literacy Consortium (ELC), Strategic Partners for Literacy (SPL)</li> <li>○ District Ambassadors and Teacher Advisory Councils</li> </ul> </li> <li>• Request briefing papers from senior leaders for review of all district initiatives, growth areas, and what’s going well within their division.</li> <li>• Review vacancies, patterns, recruitment, and professional learning plans.</li> <li>• Review organizational chart, conduct right-sizing review to determine alignment to achievement and maximizing service to schools and the district community.</li> <li>• Review communication, meeting, and decision-making protocols.</li> </ul>	<p>Feb-March/Ongoing</p> <p>April</p> <p>April</p> <p>Feb-March</p> <p>Completed</p> <p>Completed/Ongoing</p> <p>Completed/Ongoing</p> <p>Completed/Ongoing</p>

**Operations & Finance**

- Review plans, preparations, and protocols for successful closing of schools.
- Review facilities capital plan, building projects, and pending financial decisions.
- Review current grant applications, public-private partnerships, status of proposed 2024-2025 budget, contingency plans for ESSER funds spending deadline.
- Review available survey feedback regarding district customer service.
- Review walking routes, crisis, safety, and well-being audits and plans. Determine immediate actions.

In Progress/April  
Feb-Ongoing  
Feb-Ongoing

3/25 SUPE Insight Survey  
March-April

**Student Achievement**

- “Lunch & Learn” with students across the district.
- Review K-12 achievement, perceptual, and student involvement data:
  - Attendance, behavior, Panorama survey ratings (inclusiveness, belonging)
  - School profiles with pathway/course offerings (PBL, STEM, Early College, Dual Enrollment, Cambridge, AP, IB, Primary & Middle Grades IB, AVID, etc.)
  - Dropout, chronic absenteeism, graduation rate, Ready Grad, CCTE
- Review Portrait of a Graduate, “Discovering Memphis” student city exposure plan.
- Review student feedback on course/program interests.
- Review plans for summer learning, Bridge/grade level transition programs.

April  
Completed/Ongoing

Completed/Ongoing  
Completed/Ongoing  
Requested/In Progress