

Hooray! You got the job!  
*Superintendent Entry Plan Presentation*

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## *Now what?*

- How will you transition to your new position?
  - Be strategic on how you begin
    - Design a “draft” plan
      - An act of meaningful discovery
      - Listen, learn, lead

## *Framework of draft plan*

- Sequence & Scope
- Identify key constituents
- Determine actions/tasks
- School district data
- Construct timeline (30, 60, 90, 120)
  - Establish a rhythm of accountability

## Three minute table talk...

*What are some of the most important first actions on the job to include in a “draft” entry plan?*

*(Please identify a spokesperson to report out)*

## *Who are the key constituents inside the organization?*

- School Board Chair & members of the BOE
- Cabinet members/direct reports/principals
- Teachers, support staff
- Bargaining unit leaders
- Parents/guardians

## *Who are the key external constituents?*

- Community leaders
  - Mayor
  - City officials
  - Police/fire chiefs
  - Media
  - Legislative representatives
  - Business leaders

# Three minute table talk...

*Who is missing from the key constituent lists?*

## Ten minute table talk...sequence of meetings

*In what order should meetings be held with key constituents? Consider both internal and external.*

*(Please identify a spokesperson to report out)*



# Group activity: Interview format & questions

School board  
officials

Direct reports

City

Students

Support staff

Bargaining unit leaders

Media

Teachers

*(Please identify a spokesperson to report out)*

*Why a “draft” plan?*

## *Document feedback, analyze and inform others*

- What made people proud?
- What were some historical events/decisions?
- What improvements did people suggest?
  - How did they want them done?
- What were the priorities for the various constituent groups?
- What is the organizational climate?

*cont...*

- How did the groups view each other? The role of the superintendent?
- What did you learn from the school district data you reviewed?
- What are the system priorities?
- Report on the progress of your plan to the school board-rhythm of accountability

## *Moving beyond entry plan*

- Identify next steps
  - Strategic or Continuous Improvement Plan
  - Determine if you need a retreat with the School Board
  - Share in public and with the media what you heard, what priorities surfaced, what actions have been identified by constituents
  - Superintendent evaluation

## *Some tips...*

- Listen
- Clarify
- Be sure to keep up with the regular duties of your position!
- Draw conclusions
  - be cautious about what you promise

## And more tips...

- The appearance and content of the plan are important!
  - First impressions matter
  - You are establishing how you will lead
  - You will have data to support your recommendations
  - Other...

## Contact Information

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