

Overview of Options for HEG’s Strategic Planning Services

Option 1: Fast-Track Strategic Plan

Timeframe	<ul style="list-style-type: none"> 2.5 day retreat (plan completed in 3-4 weeks) 						
Participants	<ul style="list-style-type: none"> HEG facilitator Strategic Planning Committee (SPC) composed of school stakeholders (e.g., board, parents, staff, students) Board Steering Committee (BSC) to represent the board in the planning process 						
Methodology HEG develops fast-tracked strategic plan	<ul style="list-style-type: none"> HEG supports BSC to prepare planning process, budget, time lines, Planning Committee make-up, etc. BSC develops background internal/external data for the retreat participants HEG facilitates a 2.5 day on-site retreat with SPC: <ul style="list-style-type: none"> <i>Re/define values, mission and vision statements, and educational philosophy</i> Clarify organizational mandates Assess the school’s Internal and External Environments (SWOT’s analysis) Identify, prioritize, and frame critical issues needed to effect change Formulate strategic priorities, goals, objectives, and rationale for each goal HEG advises BSC on development of actions plan for goals/objectives for implementation HEG provides advice to BSC on development of Strategic Planning Document and presentation to the Board 						
Deliverables	<ul style="list-style-type: none"> Mission and Vision Statements Guiding core values Educational philosophy Critical issues Goals, rationale for each goal, and objectives, Two drafts of abridged strategic plan co-edited with BSC 						
At a Glance	Online Surveys	Focus Groups	Retreat	Goals, Objectives, Mission, Vision, Values, Ed. Phil.	Action Plans	Participation Level	
	No	No	Yes	Yes, but streamlined planning document	No	Board High	Community Medium
Cost	<ul style="list-style-type: none"> Please contact HEG for more information 						

Option 2: Streamlined Strategic Plan

Timeframe	<ul style="list-style-type: none"> 2 days of onsite focus groups (plan completed in 3-4 weeks) 						
Participants	<ul style="list-style-type: none"> HEG facilitates 2-days of on-site focus groups with school stakeholders (e.g., board, parents, staff, students, alumni) Board Steering Committee (BSC) to represent the board in the planning process 						
Methodology HEG develops streamlined strategic plan	<ul style="list-style-type: none"> HEG supports BSC to prepare planning process, budget, time lines, editing plan, etc. HEG's methodology involves analysis of the school's key performance benchmarks utilizing a 4-step approach: <ol style="list-style-type: none"> Facilitate 2-days of on-site focus groups, interviews, and observations with school stakeholders (e.g., board, parents, staff, students, alumni) Completion of 3 confidential statistically-based online surveys with school community (e.g., parents, staff, board) Hold one-on-one discussions with your School's Executive Committee Review school background information HEG reviews core values, and mission and vision statements HEG assess' the school's Internal and External Environment (SWOT's analysis) HEG identifies, prioritizes, and frames critical issues needed for effective change HEG formulates strategic priorities, goals, objectives, and rationale for each goal HEG advises BSC on development of actions plan for each goal/objectives for implementation HEG provides advice to BSC on development of Strategic Planning Document and presentation to the Board 						
Deliverables	<ul style="list-style-type: none"> Identify critical issues Develop goals, objectives, and rationale for each goal Two drafts of abridged strategic plan co-edited with BSC 						
At a Glance	Online Surveys	Focus Groups	Retreat	Goals, Objectives, Mission, Vision, Values, Ed. Phil.	Action Plans	Participation Level	
	Yes	Yes	No	Yes, but streamlined	No	Board	Community
						Low	Low
Cost	<ul style="list-style-type: none"> Please contact HEG for more information 						

Option 3: Comprehensive Strategic Plan

Timeframe	<ul style="list-style-type: none"> 5-7 months 						
Participants	<ul style="list-style-type: none"> HEG facilitates 2 days of on-site focus groups with school stakeholders (e.g., board, parents, staff, students) HEG facilitates 2 retreats with Strategic Planning Committee (SPC) Board Steering Committee (BSC) to represent the board in the planning process 						
Methodology	<ul style="list-style-type: none"> HEG works with BSC to determine scope and preparation of planning process, budget, time lines, composure of your SPC, and orientation session(s) with Staff, Board, and/or Parents BSC obtains background internal/external data and constituency views on the school 2-Day Onsite Focus Group Sessions with parents, students, staff, faculty, board members, and/or other members of your community to identify areas of priority Completion of 3 confidential statistically-based online surveys with school community (e.g., parents, staff, board) 2 Facilitated 1-day On-Site Retreats with SPC to re/define values, mission / vision statements, and educational philosophy Re/define your mission and vision statements Re/develop your guiding core values and educational philosophy Assess school's Internal and External Environment and strengths, weakness, opportunities, and threats (SWOT's); Identify, prioritize, and frame critical issues for change; Formulate strategic priorities, goals, and objectives; Follow-up Community Surveys to gather feedback on drafts of the strategic plan Develop detailed actions plans for each set of goals and objectives for implementation (Action Plans determine who will do what by when, the cost, and include measurements of success or desired outcomes) HEG supports BSC to write the formal Strategic Planning Document and presentation to the Board 						
HEG prepares complete strategic plan							
Deliverables	<ul style="list-style-type: none"> Mission and Vision Statements Core values Educational philosophy Goals, objectives, and rational for each goal Action plans Two drafts full strategic planning document co-edited with BSC 						
At a Glance	Online Surveys	Focus Groups	Retreats	Goals, Objectives, Mission, Vision, Values, Ed. Phil.	Action Plans	Participation Level	
	Yes	Yes	Yes	Yes; complete planning document	Yes	Board	Community
						High	High
Cost	<ul style="list-style-type: none"> Please contact HEG for more information 						