File: AEB

## LONG-RANGE PLANNING

## A. PURPOSE

The School Board intends to ensure that the Portsmouth City Public Schools and its students will be better able to meet the demands of the future by institution an ongoing, comprehensive long-range planning process that has as its goals:

- 1. Identifying, analyzing and planning to cope successfully with the major internal and external factors that will affect what and how students learn and how the public schools function as a vital element of society over a 10 to 15 year period.
- 2. Establishing a limited number of program improvement goals, to be achieved through sustained effort by all PCPS staff over three-to-five-year periods.
- 3. Developing written, multi-year plans for all major priorities and initiatives, including major activities, expected outcomes, time-lines, responsible persons and required resources.
- 4. Basing major budget decisions on long-range plans.
- 5. The creation of a Six-Year Plan as required under Virginia law.

# B. PROCESS

# 1. Board Participation

The board will participate in long-range planning through an annual conference or retreat with the Superintendent and senior staff to review progress on the implementation of priorities, initiatives and long-range plans, to determine which goals have been achieved, whether any new efforts are needed, and to review major issues that may affect the future. It will also consider and act upon objectives and major activities proposed by the Superintendent to achieve long-range goals. The Board shall annually approve an update of its Six-Year Plan.

# 2. Planning Procedures

The Superintendent will develop necessary procedures, forms or other measures to implement the goals of this policy using simple, logical and collegial processes.

#### 3. Coordination

The Superintendent shall designate an office of primary responsibility for the division-wide coordination of planning efforts.

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# 4. Staff Involvement

The Board encourages maximum staff participation in the long-range planning process. Staff from all units that are to be involved in implementing activities should have a role in planning them, and to the extent possible, there should be opportunities for interested staff to participate in long-range planning.

## C. FEEDBACK INDICATORS

Measures of the effectiveness of long-range planning include qualitative and quantitative indicators. Assessment results should be complemented with positive responses to:

- Are we defining our goals and how we expect to achieve them with greater precision?
- Are Board/Superintendent long-range goals recognized, understood and supported by staff and community?
- Are long-range plans being successfully implemented and in a timely fashion?
- Are there improvements in school system services and programs that are attributable to better long-range planning?

Adopted: April 19, 2001 - CEPI

Legal Refs.: Code of Virginia §§ 22.1-78 and 22.1-253.13:6