

Facilitator Guide



TEXAS CENTER
FOR DISTRICT & SCHOOL SUPPORT

ONLINE MODULES

Module:

Campus Visioning

Content Focus:

Determine where you want to be
by setting a vision

Approximate Time Frame:

2 hours

Module Summary

The “Big Ideas”

This learning opportunity is intended to provide campus teams with guidance to envision where they want to be in the next school year and beyond. Through completion of this module, participants will reflect upon and engage in activities that promote the practice of setting a vision to guide intentional change.

Participants’ Learning/Outcomes

By the end of this training module, participants will...

- Revisit campus core values and vision
- Reflect on ideal school
- Revise or establish school vision


Presenter’s Activities to Support this Learning

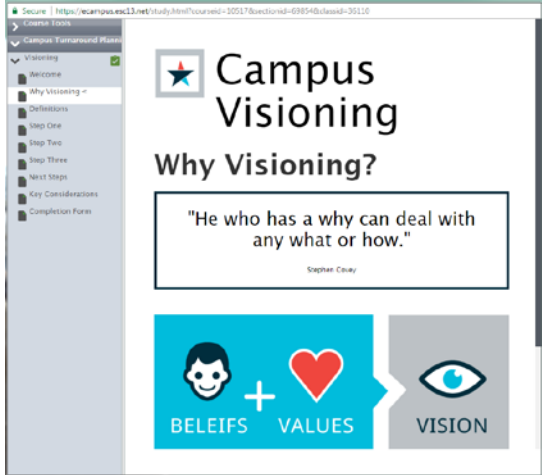
During this training, the presenter will engage participants in the following:

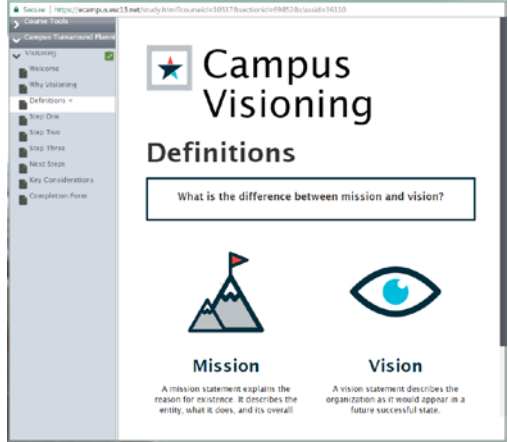
- Reflection
- Group discussion
- Development of next steps

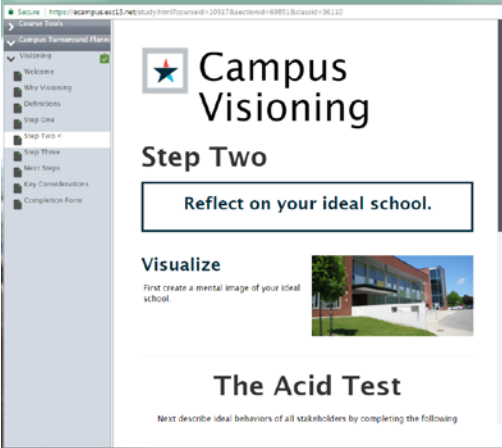
Tools and Materials


- Computer
 - Projector
 - Post-its (optional)
 - Action planning template
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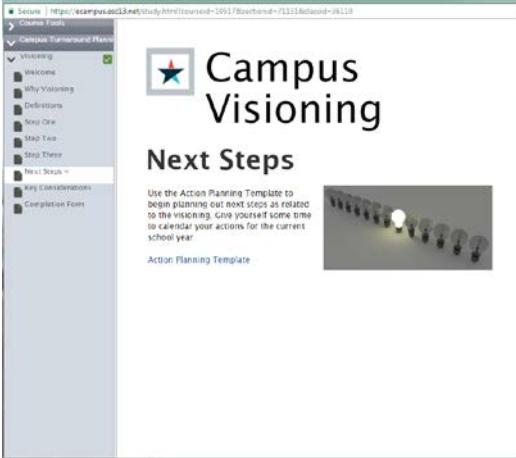
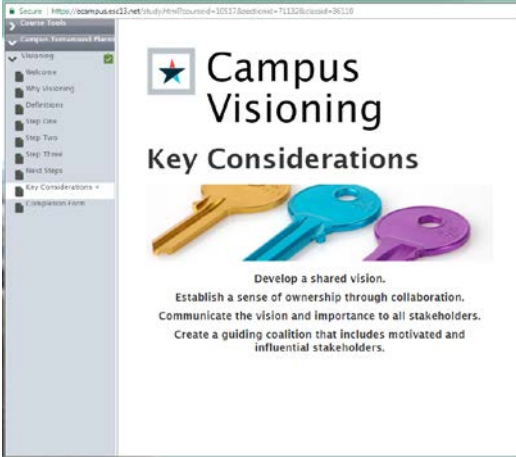
Topic/ Minutes	Facilitation Notes	Facilitator Talking Points	Slide/Supporting Materials
<p>Page One, Welcome</p>	<p><i>Review outcomes with the team and ask if there are any questions before proceeding with module.</i></p> <p><i>Never underestimate the power of an effective introduction. The introduction allows an opportunity to facilitate participants' learning by communicating the purpose of the activity, connecting it to prior knowledge and encouraging the kinds of responses the activity requires.</i></p> <p><i>Remind the group that this process does not override or disregard work that teams have already done. The content is a valuable refresher for new and veteran team members.</i></p>	<ul style="list-style-type: none"> • During this module, the team will create a vision that serves to inspire, motivate, and engage all stakeholders as well as set the context for systemic change. • The purpose of this step is to envision where a campus wants to be within two years and beyond. • Note: Be very clear on what the team wants to establish within the school year and beyond in order to meet standard and continuously improve the instructional environment for students. 	

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<p>Page Two, Why Visioning?</p>	<p><i>Acknowledge there may be participants in the room who already have a revised and current vision. Encourage them to consider their current vision through the context of systems thinking</i></p> <p><i>Review the featured quote with team and emphasize the difference it draws between the why, what, and how of school improvement efforts.</i></p> <p><i>Ask participants to share what this quote means to them and how the message is relevant to their work.</i></p>	<ul style="list-style-type: none"> • Visioning is an important and often overlooked step. • This visioning step is critical to any change effort, and is the most critical step of the whole process. • A well-rounded vision consists of two major components: core ideology and an envisioned future. It is the core beliefs and values which will dictate the purpose and future desired state of the organization. • At this point in the year, it is easy to get caught up in the day-to-day routines. Therefore, the act of visioning is a good mental practice to ground the work and reestablish what your team is working toward. • When working through the visioning process for school improvement, push yourself and each other to be transformational, bold, and exciting. 	 <p>The screenshot shows a presentation slide titled "Campus Visioning" with the subtitle "Why Visioning?". It features a quote by Stephen Covey: "He who has a why can deal with any what or how." Below the quote is a diagram illustrating the relationship between beliefs and values. On the left, a blue box contains a person icon and the word "BELEIFS". In the center, a red heart icon is followed by the word "VALUES". An arrow points from this combination to a grey box on the right containing an eye icon and the word "VISION".</p>

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Page Three, Definitions	<p><i>Review definitions.</i></p> <p><i>Consider sharing sample mission and vision statements to demonstrate the difference between both the purposes of both.</i></p> <p><i>Examine mission and vision statements from companies and schools for a clearer understanding of both types of statements.</i></p>	<ul style="list-style-type: none"> • Before beginning the visioning process, let's review the difference between a mission and vision statement. • While both state the organization's purpose, mission statements describe what the organization does while vision statements describe the organization in a future desired state. • This module will focus on the development of a vision statement. 	

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<p>Page Five, Step Two</p>	<p><i>Ask participants to individually describe what their ideal school looks like, sounds like, and feels like. This initial brainstorm will guide their thinking through the remainder of step two.</i></p> <p><i>Begin completion of acid test by referring to the list of team-approved core beliefs and values in step one.</i></p>	<ul style="list-style-type: none"> • Taking time to visualize what you're striving for is a step often overlooked. While this next step is simple, it's a critical. • In order to set the context, we must reflect and visualize where we want to be. • Because this step is critical, today we are going to take time to visualize the ideal. • While describing what the ideal school is like, specify the systems necessary to meet standard within the next two years. • Next, with our ideal school in mind, let's describe the ideal behaviors of all stakeholders on campus. • Acid Test Example: If we believe <u>all teachers want the very best for their students</u> and we want to be <u>honest and transparent</u>, then we should be: Doing: Talking about our strengths and weaknesses Seeing: Honest dialogue and collaboration Creating: Freedom to risk, fail, and get back up 	

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<p>Page Six, Step Three</p>	<p><i>Evaluate alignment between current school vision and discussions held during steps one and two.</i></p> <p><i>Determine if the current vision is still a continued focus for the work.</i></p> <p><i>In the event it isn't, consider this as a next step to take after today's training, which can be noted in the action planning template.</i></p> <p><i>Identify guiding coalition.</i></p>	<ul style="list-style-type: none"> • Step three is where the rubber meets the road in regards to tying your ideal campus to your vision for turnaround. • Does the current vision align with the core beliefs and values discussed in the previous two steps? • Making systemic change takes everyone. And if everyone isn't aware of what the vision is and the purpose for the work is then you run the risk of having this work feel like "another initiative" added to their plate. This is why a guiding coalition is necessary for vision implementation. • When identifying the guiding coalition, <ul style="list-style-type: none"> ○ Who will be your "go-to" group who sees the vision and is energized by the work? ○ Who are your key influencers, inside and outside of the campus? • It is the guiding coalition who will turn the "ideal school" into the vision for turnaround. 	

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Page Seven, Next Steps	<p><i>Access the action planning template to schedule next steps which must take place revise or establish the school vision.</i></p> <p><i>Provide teams time to calendar the actions listed on the planning template.</i></p>	<ul style="list-style-type: none"> The work may not be completed today. Therefore, use the action planning template to outline next steps that must be completed to revise or establish the school vision. Use “Action Planning Template” to begin planning out next steps as it specifically relates to Visioning. A number of optional actions and key consideration were shared, let’s calendar time to continue this conversation and complete necessary activities. 	
Page Eight, Key Considerations	<p><i>Review the considerations with team and provide time for questions.</i></p> <p><i>Add listed steps to the action planning template as necessary.</i></p>	<ul style="list-style-type: none"> Leveraging the vision for success requires imagination, communication, and empowerment. Therefore, keep the following considerations in mind while working through the process of campus visioning. 	

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Page Nine, Completion Form	<i>Fill out the form as prompted on the screen.</i>		