

# THEMATIC GOAL: Launch an Equity-Centered Learning Organization

<b>DEFINING OBJECTIVE #1</b> <i>Create the QAA Mission and vision for how QAA exemplifies quality and accountability</i>	<b>DEFINING OBJECTIVE #2</b> <i>Design effective management systems including project management</i>	<b>DEFINING OBJECTIVE #3</b> <i>Develop plan to pilot a 360 feedback system</i>	<b>DEFINING OBJECTIVE #4</b> <i>Initiate cross-QAA partnerships</i>	<b>DEFINING OBJECTIVE #5</b> <i>Develop branding plan and disseminate communication materials</i>
<p>Our mission statement will capture the central role of this new department as foundational for the whole district, will offer a shared sense of purpose for every staff member, and will give new meaning to our name – Quality, Accountability &amp; Analytics.</p> <ul style="list-style-type: none"> <li>* We will support the work of each QAA team to sharpen and refine the mission statements, deeply rooted in the expertise and work of the team</li> <li>* We will “roll up” the team mission statements into a powerful, concise mission statement for the whole department – one that “rolls off the tongue.”</li> </ul> <p>“Get Your Lego On”</p>	<p>We will begin to build the framework of written processes and procedures related to project management (PM).</p> <p>Our intention is to implement a cycle of inquiry related to PM which includes the following steps:</p> <ul style="list-style-type: none"> <li>* Researching existing PM strategies within and/or external to QAA</li> <li>* Learn more about 1-3 of these PM strategies</li> <li>* Encourage each QAA team to choose one of these strategies to pilot</li> <li>* Collect implementation feedback from each team</li> <li>* Base PM modifications and decisions on implementation feedback</li> <li>* Decide on one or two viable systems for use across QAA teams</li> </ul>	<p>A 360 feedback for QAA leaders will support them to individually and collectively expand their capacity to provide the leadership needed for QAA to fulfill the critical role that the entire district is counting on us to provide.</p> <ul style="list-style-type: none"> <li>* We will develop a 360 feedback trial system initially designed to support our leaders in their learning that can ultimately grow to provide learning opportunities for all departmental members.</li> <li>* We will test the prototype system before the end of January 2014, learning from our successes and failures to refine and improve the system.</li> </ul> <p><b>Footnote:</b>  <i>*360 degree feedback is a system that provides employees with anonymous feedback from the people who work all around them. Observers providing feedback typically include the employee’s manager, peers, direct reports, and external partners and customers. The employee also completes a self-assessment.</i></p>	<p>This defining objective focuses on exploring ways that QAA staff on different Teams can partner to support Team- and QAA-level work streams.</p> <ul style="list-style-type: none"> <li>* The Cross QAA Partnerships working group will survey the key Team work streams, individual staff skills sets and expertise, and current partnerships.</li> <li>* The working group will “match” these three data sets to propose potential new partnerships and/or structures for growing cross-QAA partnerships.</li> </ul>	<p>Develop project management plan, which will include the following:</p> <ul style="list-style-type: none"> <li>* Develop clear deliverables and written guidelines for QAA’s logo, letterhead, website, PowerPoint template, MEMO/FAQ/Fact Sheet/Report Guide templates, email signature template, communication guidelines including font, size, margins.</li> <li>* Base modifications and decisions on QAA team feedback regarding templates and guidelines.</li> <li>* Encourage QAA teams to use approved QAA templates and guidelines.</li> </ul>
<p>Date for first meeting:  <b>LEAD: Jean Wing</b>  <b>DATE:</b> Wed, September 18,  <b>TIME:</b> 2pm  <b>PLACE:</b> QAA Conference Room</p>	<p>Date for first meeting:  <b>LEAD: Juan Du</b>  <b>DATE:</b> Thurs, September 19,  <b>TIME:</b> 10am  <b>PLACE:</b> QAA Conference Room</p>	<p>Date for first meeting:  <b>LEAD: Anne Okahara</b>  <b>DATE:</b> Fri, September 20,  <b>TIME:</b> 1pm  <b>PLACE:</b> QAA Conference Room</p>	<p>Date for first meeting:  <b>LEAD: David Chambliss</b>  <b>DATE:</b> Wed, September 18,  <b>TIME:</b> 1pm  <b>PLACE:</b> QAA Conference Room</p>	<p>Date for first meeting:  <b>LEAD: Ramona Burton</b>  <b>DATE:</b> Thurs, September 19,  <b>TIME:</b> 1pm  <b>PLACE:</b> QAA Conference Room</p>