

COOPERATIVE EDUCATIONAL SERVICES
Needs Assessment/Strategic Plan Fee Schedule
Gadsden Independent School District
Scope of Work

Basic Fee:

Pre-Planning	\$3,000.00
Community Needs Assessment:	\$4,000.00
Strategic Plan: `	\$4,000.00
Board Retreat	\$4,000.00
Total	\$15,000.00

Travel and per diem will be billed as actual expenses supported by receipts.

Additional Expenses:

Travel:

- \$.44 per mile
- Per Diem Actual Expenses

Office Expenses:

- As applicable (District will be responsible for making copies)
- Copies of the final plan will be at actual expense with receipt provided to the district. (approximately \$500.00)

Defining Elements of Actionable Strategic Plan -

1. Vision Statement – defining the desired future state of the district.
2. Mission Statement – identifying the purpose of the organization.
3. Core Values – articulates what is important to the community critical Issues that must be addressed.
4. SOAR Activity, Staff identifies district high impact strategies.
5. Community Needs Assessment
6. Develop Goals – operationalize mission and closing the gap between current state and future vision.
7. Action Plans – identify priorities to address identified goals.
8. Strategies – steps to be taken to operationalize the action plans.
9. Outcome measurements – indicators of success

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Needs Assessment:

- Meet with Superintendent to develop timeline of activities.
- Work with district leadership team and Board of Education to discuss results of the needs assessment and SOAR activity and develop district goals for the development of the strategic plan.
- Revisit District Vision, Mission and Core Values with Board of Education.
- Meet with District Leadership team to develop strategic plan strategies, objectives, and outcome measurements.
- Finalize and present the strategic plan to the GISD Board of Education.
- Facilitate a Board Retreat to Review the Strategic Plan, timeline, deliverables.

Approved by:

School District Representative: Cooperative Educational Services Representative

	Date		Date
Superintendent		Executive Director	