	Name of Strategy	*Cultural Competency Training Series*		
Strategy, Goal, and Leading Indicator(s)	Long-Term Goal of Strategy (Lagging Indicator)	*By the 2017–18 school year, our district will increase retention of effective teachers by 15% (from 60% up to 75%)*		
	Leading Indicator(s)	*3 cultural competency trainings are scheduled during 2016–17 school year*	*75% of teachers attend all 3 trainings*	*75% of teachers report (via pre/post surveys) improved understanding of cultural competencies after attending all 3 trainings*
Step 1. Establish a Monitoring Plan	How often will our team monitor progress toward each leading indicator?	*Weekly team check-ins to oversee RFP and selection process*	*Weekly registration monitoring*	*Before and after each training (3 trainings per year)*
	What evidence will we collect of our progress toward each leading indicator?	• *Contracts team puts out RFP for PD vendors* • *Proposals reviewed* • *Vendor selected and contract executed statement of work/training plan*	*Recruitment messaging drafted* *Contact list compiled* *Outreach conducted* *Regular oversight of registration list* *Follow-up recruitment as needed*	*Develop quick 3–5 minute pre/post surveys (electronic or paper?)* *Consider unique identifiers for each respondent to track individual progress* *Administer surveys at the start and finish of each of the 3 sessions* *Track responses and report data*
	How will we know we are on track toward meeting our long-term goal?	*Above steps completed on planned timeline—see benchmarks below— 3 trainings scheduled for 2016–17*	*Above steps completed on planned timeline—see benchmarks below— a high participation rate will be key to increasing learning by teachers*	*We should see some improvement in learning after each session, with more growth over time. We should ask same questions each time so that we can see growth.*
	What are our interim benchmarks? *(Adjust time intervals as needed to match monitoring intervals.)*			
	Summer 2016 Benchmark	*RFP issued* *Proposals reviewed*	*Draft recruitment message* *Compile contact list*	*Survey(s) developed*
	Fall 2016 Benchmark	*Vendor selected/contract* *Statement of work /training plan agreed to*	*Conduct first round of outreach* *Monitor registration list* *Target 90% registration*	*Administer Survey 1* *Report results* *Target 50% of respondents indicating learning "some" or "a great deal"*

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	Winter 2016–17 Benchmark	*n/a*	*Conduct second round of outreach* *Monitor registration list* *Target 90% registration, and 75% across both sessions*	*Administer Survey 2* *Report results* *Target 65% of respondents indicating learning "some" or "a great deal"*
	Spring 2016 Benchmark	*n/a*	*Conduct final round of outreach* *Monitor registration list* *Target 90% registration, and 75% across all 3 sessions*	*Administer Survey 3* *Report results* *Target 75% of respondents indicating learning "some" or "a great deal"*
	What might we do to course correct if we are not on track to meet our long-term goal according to the benchmarks established?	*Condense training timeline to start in late 2017?* *Increase oversight of RFP process* *Consider internal development of training curriculum*	*Consider alternate modes of communication (principal announcements at staff meetings?)* *Use social media?* *Incentivize participation if response rate is low? (PD credit? Stipend?)*	*Consider format of training: Are participants engaged?* *Look at feedback on trainings and determine if adjustments to content or format should be made.*
	Who will be responsible for monitoring progress for this indicator?	*Contracts department*	*Communications team is responsible for outreach, monitoring progress is done by Teacher Quality Office*	*Teacher Quality Office will implement training. Research team will monitor and report survey outcomes.*

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