Tools for Success in Disruptions: Immediate Recovery and Opportunity for Change

Response to Disruptions Resource Collection Overview

Systemic Technical Assistance Team (STAT)

October 2020
Collection – Toolkits, Guides, and Briefs

Click on the tiles to go to specific sections of the slide deck.
Click here for a video overview of the collection.
The Collection

- Each tool, guide or brief can be used as a stand-alone resource, as part of this collection of resources, or as a complimentary resource to one or more resources created by other organizations.

- To understand the depth of the collection, review the *Tools for Success in Disruptions: Immediate Recovery and Opportunity for Change Toolkit*, an overall guide touching on dozens of operational and systemic topics that practitioners and policymakers may need to address.

- The following slides go in-depth with each resource and provides examples of how each can be used with or by an SEA or LEA.
Two Ways to Approach the Collection

1) Start with the *Tools for Success in Disruptions* toolkit as an overview resource

2) Identify a problem area or areas to dig into

3) Access the STAT-created companion resources or those created by other organizations highlighted in the toolkit

1) Identify a problem area or areas to dig into

2) Go directly to a specific STAT-created companion resource or subsection of the toolkit

3) Access resources created by other organizations highlighted in the toolkit to dig deeper
Tools for Success in Disruptions Toolkit

Overview Resource
Tools for Success in Disruptions

What is it?

» This overview resource provides key questions for an SEA or LEA to explore current context and determine core problem and resources to use to address the problem(s).

Why is it important?

» Because SEAs and LEAs are grappling with how to operate within a disruption and how to move forward post-disruption.

How do I use it?

» A Regional Center could use this resource to facilitate a discussion with an SEA or LEA in one or more areas and identify resources to use.

» An SEA or LEA could use the resource as a self-assessment on one or more areas to determine current context, gaps or challenges, and resources to address the gaps.

Who can help me use it?

Julie Corbett, jcorbett@corbetteducation.com

Success in Disruption Toolkit (PDF; video description)
## Tools for Success in Disruptions Topic Areas

### Continuous Improvement Cycle

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### Teaching & Learning

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![CCNetwork National Center Logo](image)

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Example: Continuous Improvement Cycle

The resource provides a modified continuous improvement cycle which can be utilized during the planning and response to a disruption.

Sample Key Questions

» How are we assessing the strengths and weaknesses of our current processes and operations?

» How often are your various Leadership Teams meeting to assess data? Are these teams able to engage in short-cycle planning? What additional training may be necessary?

» What is the ideal vision of a “new normal”?

Sample Resources

Tools for Success in Disruptions Toolkit

- Continuous Improvement Cycle - pg. 2
- After Action Review (AAR) – pg. 6
- Monitoring Work & Adjusting Course – pg. 29
- Resetting the Direction – pg. 30

Companion Resources

- Foundations of Scenario Planning Slide Deck
- After Action Review Guide
Example: Strategic Planning, Performance Management, & Communications (pgs.7-10, 34-35)

The long-term impact of a disruption calls for the SEA or LEA to revisit/revise or create a strategic plan based on lessons learned and requires careful communication to stakeholders.

Sample Key Questions

- What does the SEA’s/LEA’s performance management process/system look like?
- Does the SEA/LEA have a Chief Performance Officer? If not, who champions this work?
- How well did a strategic plan guide the SEA/LEA through the COVID-19 emergency?
- How was the strategic plan modified to respond to COVID-19 and new fiscal realities? If the strategic plan was not modified post-COVID-19, will it be?

Sample Resources

- Strategic Performance Management: A Journey in Organizational Effectiveness
- Tools for Performance Management in Education
The Collection
Scenario Planning

What is it?
» This slide deck explains what scenario planning is and offers an eight-step process to create and use scenarios for planning now and in the future.

Why is it important?
» At the onset of a disruption, immediate planning for a variety of paths is needed to prepare for additional disruptions and be able to react quickly to shifting needs.

How do I use it?
» A Regional Center could use the tool below to share information about scenario planning to an SEA or LEA, or prepare to be part of a scenario planning session. An SEA or LEA could utilize scenario planning directly within their organizations.
After Action Review (AAR) Review Guide

What is it?
» This guide can be used to facilitate an AAR with any team.

Why is it important?
» A number of actions are taken before, during and after a disruption. It is critical to reflect on what worked, what did not, and what learnings can be applied to prepare for future disruptions and make mid-course corrections to current implementation.

How do I use it?
» A Regional Center, SEA or LEA could use the After Action Review Guide to facilitate a team through a reflective process to identify and apply lessons learned.

Who can help me use it?
Allison Layland, alayland@adi.org or Julie Corbett, jcorbett@corbetteducation.com

After Action Review Guide (PDF; video description)
Strategic Budgeting: Using Evidence to Mitigate the “COVID Slide”

What is it?

» This resource includes a proposed budgeting process and guiding questions to assist SEAs and LEAs in making decisions under difficult circumstances to help address critical short-term issues while planning for long-term recovery.

Why is it important?

» As SEAs and LEAs navigate the wide-ranging repercussions of a disruption like the COVID-19 pandemic, they will be forced to make difficult trade-off decisions as demand increases in for services in the face of declining revenues.

How do I use it?

» Strategic budgeting could be completed at SEA, LEA, and school levels. A Regional Center could support trainings with SEA and LEA staff to support the creation of budgets for the upcoming budgeting cycle.
Returning to School: A Toolkit for Principals

What is it?

» This toolkit guides district leaders and principals in the reopening of schools and the continuation of services in four broad areas of Change, Communication, Collaboration, and Care. This rich resource contains critical content on school and classroom level practices, structures, and systems that support both staff and students (and their families).

Why is it important?

» As learning modes will likely shift throughout the 2020-21 school year, it is important to continually reflect on current practices and how to best serve students and staff as we all function within the constraints of the pandemic.

How do I use it?

» The toolkit can inform practices at the SEA and LEA levels about how they can assist schools, while directly supporting schools with day to day operational decisions.

Who can help me use it?
Kim Benton, kbenton@adi.org

Returning to School Toolkit (PDF; video description)
Better Together: A Coordinated Response for Principals and District Leaders

What is it?

» This brief highlights the important role that principals play in operating school buildings every day (with even more responsibilities during a disruption), and how districts can support them do that job.

Why is it important?

» Districts often discuss the social emotional learning (SEL) needs of their students, but it’s also important to assess the social emotional needs of staff – including building principals. These leaders are managing a school, supporting their staff and students, calming parent/family fears, while also coping with COVID’s impact on their personal lives.

How do I use it?

» An LEA could use the brief to inform a care or support plan for their building principals.

Who can help me use it?
George Hancock, 
ghancock@serve.org

Better Together Brief
(PDF; video description)
Contact Us
Contact Us

If you need assistance using any of these tools.

OR

If you would like to participate in a pilot using these tools.
# Contact Information

General Information: Contact the National Center at https://compcenternetwork.org/contact

<table>
<thead>
<tr>
<th>Tool/Resource</th>
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