



CSS STRATEGIC PLAN PREPARATION EFFECTIVE DATE 1/1/2017
AND UPDATE PROCESS

SOP 0.3

SIGNATURE _____

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PROPOSED BY General Counsel

PURPOSE

The CSS STRATEGIC PLAN PREPARATION AND UPDATE PROCESS ensures consistent preparation, review, updating and implementation of the CSS Strategic Plan.

SCOPE

The CSS STRATEGIC PLAN PREPARATION AND UPDATE PROCESS ensures that quality sponsorship principles and practices are developed and carried out by CSS in its daily work of sponsoring community schools in partnership with St. Aloysius. CSS as a partner with St. Aloysius will adopt National Association of Charter School Authorizers (NACSA) core principles for charter school authorizing. CSS will establish a culture of continuous improvement using its standard operating procedures to ensure high quality performance and standards are maintained.

PROCEDURE

The CSS STRATEGIC PLAN PREPARATION AND UPDATE PROCESS allows for the development of a strategic plan that is operational for a three (3) year period and is updated during the effective period as circumstances dictate.

1. The CSS Management Team prepares the Strategic Plan with input from all CSS departments. The recommended plan is provided to the President for review. Any revisions are submitted to the Management Team and then once approved, are sent for final approve to the President.
2. The plan is based upon a vision and mission that guides the future of Charter School Specialists over the three year period the plan is in effect. The plan and any modifications is based upon goals, strategies, action steps and measurable outcomes that align to CSS sponsoring priorities.
3. The Strategic Plan and any updates are also shared with the appropriate representative from St. Aloysius and provided to the St. Aloysius Board for approval.



4. In addition to NACSA core principles and the Ohio-law based standards of technical assistance the plan will be built around critical indicators which include : 1) commitment to quality authorizing and improving capacity; 2) thorough, detailed and transparent application and decision making processes; 3) performance based contracting; 4) consistent oversight, evaluation and monitoring of academic, financial and compliance performance; 5) rigorous revocation and renewal decision making and 6) technical assistance to support high quality sponsored schools.

DOCUMENTATION / VERIFICATION

The CSS Strategic Plan including any drafts, updates or supporting documentation will be stored on the CSS Shared Drive under the folder CSS Strategic Plan.

Location of documentation:

- S: / CSS STRATEGIC PLAN

Supporting documentation included with this process:

1. Strategic Plan drafts and support documents used in developing and updating the Strategic Plan.
2. Final approved Strategic Plan

DOCUMENT HISTORY

Orig. Date January 2017

Rev. Date March 2017

Rev. Date November 2018

REVIEW AND APPROVAL

Reviewer of the CSS STRATEGIC PLAN PREPARATION AND UPDATE PROCESS is as follows:

Reviewed By: Management Team

Date: 11/19/18

Approved By: President: David L. Cash, Jr.

Date: 11/19/18

The effective date is as of the date signed above. Processes are consistently reviewed and revised as necessary throughout the term. The CSS STRATEGIC PLAN PREPARATION AND UPDATE PROCESS may be implemented as currently written and will be formally evaluated and revised as necessary going forward.