

HEALTHY LEARNING ACADEMY
Strategic Planning Meeting – February 25, 2016

The meeting began at 3:02 PM and was chaired by Carolyn Lichty.

1. Welcome
 - Committee members present at the meeting: Sean Butler (parent), Anni Egan (Principal), Peggy Ford, Terry Ford (student), Carolyn Lichty (Committee Chair), Lynn Little (Interventions), Amber Matts (4th Grade).
 - Committee members absent: John Bunting (parent), Bettianne Ford (Board President).
2. Topics
 - a. Introductions
 - b. Purpose of committee (see “HLA Strategic Planning” handout from Carolyn)
 - i. To ensure future Board actions and recommendations adhere to the school’s mission, “To provide excellence in education with a focus on lifelong health, nutrition and fitness for the creative mind and healthy body.”
 - ii. To identify short- and long-term goals.
 - iii. To create the plan to achieve those goals by:
 1. gathering data using SWOT analysis
 2. identifying critical issues
 3. prioritizing issues by category and by individual task
 4. identifying specific steps to address each issue
 5. drafting the long-range plan using the most efficient and cohesive strategies
 6. presenting the plan to the HLA Board of Directors for them to implement
 - c. Components of the planning process should be:
 - i. clear
 - ii. strategic
 - iii. collaborative
 - iv. specific
 - v. flexible
 - d. School improvement goals:
 - i. meet/exceed the district’s and state’s average in all FCAT/FSA areas
 - ii. strive for all students to show growth from the BOY to EOY test
 - iii. provide competitive salary compensation for all employees
 - iv. hire and sustain highly qualified staff
 - v. promote and encourage parental and community involvement
 - vi. keep student enrollment at or near capacity
 - e. Questions raised
 - i. Is anyone fundraising through social media?
 - ii. Can any parents do corporate fundraising?
 - f. Tasks added
 - i. hire someone to write applications for grants
 - ii. create a “gift registry” of things the school needs that could be donated by businesses or individuals

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- iii. develop, grow and maintain volunteer committees, and include them as agents and stakeholders for specific tasks
 - g. Meta-categories added to strategic plan organization:
 - i. curriculum
 - ii. facilities
 - iii. staff
 - iv. community
 - v. funding
 - h. Basic timeline of Strategic Plan development
 - i. March 31 – discuss prioritization of tasks
 - ii. August 2016 – present plan to Board of Directors
 - i. Tasks for strategic planning members to complete before the next meeting:
 - i. Peggy to share updated Strategic Planning spreadsheet with the Committee (3/3)
 - ii. Committee members to review spreadsheet and send additional tasks to Peggy (3/17 suggested)
 - iii. Peggy to send out revised spreadsheet with additions included (3/20 suggested)
 - iv. Committee members to prioritize tasks in preparation for discussion at next meeting
3. Adjourned 4:35 PM