

Date: August 23, 2010  
To: Dunlap School District Leadership Team Members  
From: Dr. J. Jay Marino  
Re: September 9, 2010 District Leadership Team Meeting

Congratulations on being selected to serve on the Dunlap School District Leadership Team. In conjunction with our values of teamwork, collaboration and shared leadership, we've invited staff and stakeholders to assist in the oversight and monitoring of our District strategic plan. This memo is to confirm your participation and provide an overview of our work ahead.

The purpose of the District Leadership Team is to involve stakeholders in the following:

- Setting and communicating direction for the District through the monitoring and oversight of the District strategic plan (via District SMART goals and action plans)
- Assessing progress of the strategic plan via the District Balanced Scorecard
- Providing stakeholder input and serving as the "voice of the customer" for future District initiatives

Members of the District Leadership team include: administrators, teachers, Dunlap Education Association, support Staff, parents, students, community and the Board of Education. See the attached membership list. There are four meetings scheduled throughout the year (location to be determined):

- September 9<sup>th</sup>, 2010; 6:00 – 8:00pm
- November 16<sup>th</sup>, 2010; 6:00 – 8:00pm
- January 20<sup>th</sup>, 2011; 6:00 – 8:00pm
- April 12<sup>th</sup>, 2011; 6:00 – 8:00pm

Prior to each meeting, a detailed agenda will be sent out. We've also created a web site and email group to enhance communication. All communication will be sent electronically via email and our web site. Please review the attached contact information, specifically your email address and send any changes to Keri Rickey ([krickey@dunlapcusd.net](mailto:krickey@dunlapcusd.net)).

Thank you for serving on the Dunlap School District Leadership Team. I'm excited our work ahead together.

Dr. Jay Marino

*-Continuous improvement through teamwork, collaboration and shared leadership!*