

KENAI PENINSULA BOROUGH SCHOOL DISTRICT

Assistant Superintendent

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MEMORANDUM

Date: October 15, 2008

To: School Board Members

From: Steve Atwater, Assistant Superintendent of Instruction 

Re: Alaska Performance Excellence Level 2 Award

At our worksession I will be reviewing the Alaska Performance Excellence (APEX) Education Criteria for their Level 2 Award. The APEX Education Criteria are the basis for conducting a school district's self-assessment. The award's seven criteria are: leadership, strategic planning, process management, workforce focus, student stakeholder and market focus, measurement analysis and knowledge management and results. The findings of this assessment will help us to improve our organizational performance, facilitate communication and sharing of best practices and serve as a working tool for understanding and managing performance and guiding our planning and opportunities for learning.

The goal of this section of the worksession is for you to gain a basic understanding of each of the criteria and to know that we are applying for the APEX Level 2 Award. Our application is due in early December. What follows is a brief description of the seven criteria.

The **Leadership Category** examines HOW your organization's SENIOR LEADERS guide and sustain your organization. Also examined are your organization's GOVERNANCE and HOW your organization addresses its ethical, legal, and community responsibilities.

The **Strategic Planning** Category examines HOW your organization develops STRATEGIC OBJECTIVES and ACTION PLANS. Also examined are HOW your chosen STRATEGIC OBJECTIVES and ACTION PLANS are deployed and changed if circumstances require, and HOW progress is measured.

The **Student, Stakeholder, and Market Focus** Category examines HOW your organization determines the requirements, needs, expectations, and preferences of students, STAKEHOLDERS, and markets. Also examined is HOW your organization builds relationships with students and STAKEHOLDERS and determines the KEY factors that attract students, promote student PERSISTENCE, and lead to student and STAKEHOLDER satisfaction and loyalty.

The ***Measurement, ANALYSIS and Knowledge Management*** Category examines HOW your organization selects, gathers, analyzes, manages, and improves its data, information, and KNOWLEDGE ASSETS and how it manages its information technology. Also examined is HOW your organization reviews its PERFORMANCE.

The ***Workforce Focus*** Category examines HOW your organization engages, manages, and develops your workforce to utilize its full potential in ALIGNMENT with your organization's overall mission, strategy, and ACTION PLANS. The Category examines your ability to assess workforce capability and capacity needs and to build a workforce environment conducive to High Performance.

The ***PROCESS Management*** Category examines HOW your organization determines its CORE COMPETENCIES and WORK SYSTEMS and HOW it designs, manages, and improves its KEY PROCESSES for implementing those WORK SYSTEMS to deliver student and stakeholder VALUE and achieve organizational success and SUSTAINABILITY.

The ***Results*** Category examines your organization's PERFORMANCE and improvement in all KEY areas - student learning outcomes; student- and stakeholder-focused outcomes; budgetary, financial and market outcomes; workforce-focused outcomes; Process Effectiveness outcomes; and leadership outcomes. PERFORMANCE LEVELS are examined relative to those of competitors and other organizations providing similar programs and services.