

OPTIMIZE ESSENTIAL OPERATIONS
THE FOUR P'S

Purpose	Use of frequent verbal and visual reminders.
<p>How will you clarify for staff members the purpose of your improvement initiative?</p> <p>Write two statements that you will use to verbally represent your purpose.</p> <ul style="list-style-type: none"> • • 	
Picture	
<p>List two ideas to visually represent what your school will look like once you successfully implement your improvement initiative. (use news articles, videos, stories)</p> <ul style="list-style-type: none"> • • 	
Plan	Outline the preliminary implementation plan and ways to receive feedback intended for improvement.
<p>List your preliminary plan for implementing and monitoring your initiative.</p> <p>List two ways that you intend to collect feedback.</p> <ul style="list-style-type: none"> • • 	
Part	Clarify for each staff member/department their specific role.
<p>Staff member: List two expectations/ standardized procedures for this staff member/department.</p> <ul style="list-style-type: none"> • • <p>How will you ensure that this staff member/groups are fulfilling their responsibility as it relates to the purpose?</p> <ul style="list-style-type: none"> • • 	