

Growing Deep Resource Development Project



At Navigator College, Port Lincoln, we have tried to avoid the terms 'Performance Management' or even 'Appraisal', as these can potentially have negative connotations.

Instead we have opted for the more positive term of **Feed Back for Improvement**, to which we have attached the acronym FBI. Our aim is to cement FBI into our culture as a positive thing and an important part of what we do to grow as professionals.

One of our key statements for our **Future Directions** school improvement strategy, currently is: *Further develop and implement the Feedback for Improvement (FBI) process for staff appraisal and professional growth.*

In developing the action plan to build and grow FBI, we saw an opportunity to integrate the **Growing Deep** Framework into our staff professional development strategy. It was very timely for us when the invitation from LEA came along to develop **Growing Deep** resources. Our contribution to LEA **Growing Deep** resources, is in the form of electronic survey material. (see Appendix for the original grant application). The surveys have been designed using **Growing Deep** as the under-pinning framework, based on one of the 5 key areas - **Ongoing improvement and innovation**.

Improvement in Lutheran schools and early childhood services is guided by its values, vision and mission. Excellence is pursued through a culture of reflection, collaboration, innovation and creativity. Evidence is gathered to develop and implement improvement plans and policies for the continuous development of teaching and learning, the institution and its facilities. Ongoing professional learning encourages all members of the community to achieve high standards and develop their service and leadership capacity.

(see **Growing Deep** document – page 8)

The resources take the form of SURVEY MONKEY files. There are four different surveys that we have produced. We have made each survey available in pdf format. However, our intention was always to make the resource available in a more readily useable form. Many schools operate a Survey Monkey account. It is technically possible to use the Export / Import facility to load the survey directly into another account without having to retype any of the information. It is our understanding that the basic Survey Monkey account subscription will not allow you to do that. To take advantage of this neat option, it may be necessary to upgrade to the next subscription level. We imagine that LEA has a Survey Monkey facility, so we would envisage exporting our survey copies to LEA for distribution across Lutheran Education Australia as and when required.

A summary of the basic details and the intent of the FOUR surveys follow:

1. Growing Deep MASTER COPY

This survey has simply been constructed on the basis of the **Growing Deep** Capabilities and associated descriptors. The four capabilities are as follows:

- Growing oneself
- Engaging the community
- Leading the team
- Focusing on outcomes

Each of the above capabilities has four sub-sections each of which is delineated in the MASTER COPY.

This survey was never intended to be the instrument for a complete 360 degree assessment of a leader. However, we have found it VERY useful to administer quickly and easily as a highly effective FBI tool. The great thing about this tool is that Survey Monkey gives an instant visual summary of the capabilities of any leader, immediately identifying areas to be worked on.

Using Survey Monkey, it is also possible to use the MASTER COPY as a basis for the construction of any other surveys, deleting, adding and editing questions as required.

2. Head of Faculty Survey

This is an example of a survey that we have used for our Learning Area Leaders. Again, it is not intended to be the instrument for a comprehensive appraisal, but it is a simple tool that enables quick feedback to be provided specifically in relation to leadership skills. This is also an example of a survey that has been constructed from the Master Copy. We have identified the descriptors that we think most apply to this area of Middle Management, particularly in a secondary or R-12 school.

3. Year Level Coordinator Survey

This is very similar to the above survey with a slight change in the question line-up to reflect more closely the work of a Year Level Coordinator in comparison to a Learning Area Leader.

4. Year Level Coordinator Survey

This final survey resource is one that has been constructed using totally different questions. It has been designed for use with senior leadership – specifically in our case for a Head of School. Although the questions are worded differently, they nevertheless cover similar ground. We have made the connection to **Growing Deep** in this survey, by referencing the **Growing Deep** capability descriptors at the end of each question. We do not claim that the GD references are necessarily exclusive or exhaustive, but have highlighted the main connections where possible.

Clearly we encourage schools of the LEA to use and adapt the material to suit your own needs. We pray that you may derive some benefit from these resources.

With kind regards,

Neville Grieger
Principal,
Navigator College.
April 2017.

Growing deep

Resource and professional learning grants application

What aspect of *Growing deep* will you focus upon?

Developing Survey Monkey Tools for PAR

What will be the title of the resource/professional learning?

FBI Survey Development

(FBI= Feedback for Improvement)

What are your intended outcomes for staff and students?

To use data collected through the tool to improve professional learning for staff and ultimately lead to improved student outcomes.

Please show alignment to your school strategic initiatives

- Integrate *Growing Deep* into the culture of the College.
- Systematically organize and align the HR documentation and storage procedures of the College.
- Further develop and implement the Feedback for Improvement (FBI) process for staff appraisal and professional growth.
- Provide and plan a process to ensure the ongoing professional learning of staff occurs in practice.

Please show alignment which the LEA strategic objectives:

Enhancing and celebrating thriving learning communities

Consistent ongoing improvement across all sites – deep engagement in high quality teaching and learning and embracing community in our learning experiences and journeys

How will the money be used?

To support additional LSO hours to assist with designing and editing surveys

Key contact person for correspondence and liaising with LEA

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Suburb Port Lincoln



Principal signature

Key contact signature