

# 90-Day Entry Plan

Tom Burkhalter, Superintendent

## ★ A Message to the Reedsburg Community

It is a great honor to begin my role as District Administrator for the School District of Reedsburg. My first 90 days will focus on listening, learning, and building relationships. I'm committed to understanding our schools and community deeply, so we can work together to support every student's success.

## ★ Month-by-Month Focus

### **JULY: Listening and Learning**

- Meet with board members, district leaders, principals, and staff.
- Tour all school facilities to gain firsthand insight.
- Review key documents: strategic plans, student data, budgets, and facilities reports.
- Attend community events and begin relationship-building with local stakeholders.
- Establish regular communication channels to keep staff and families informed.




### **AUGUST: Building Relationships and Gathering Insight**

- Host "Listen & Learn" sessions with staff, students, families, and community members.
- Meet with union leaders, city and county officials, and civic groups.
- Collaborate with district teams to prepare for the start of school.
- Identify common themes, strengths, and early opportunities.

### **SEPTEMBER: Aligning and Sharing**

- Observe the first weeks of school across all sites.
- Synthesize feedback gathered over the first two months.
- Share key findings and themes with the Board and broader community.
- Begin identifying strategic priorities for the months ahead.
- Prepare and release a 90-day summary report.

## ★ Commitments to the Community

-  Lead with transparency, integrity, and a focus on students.
-  Listen first, value all perspectives, and communicate clearly.
-  Build on what's working while engaging others in identifying areas for growth.

## ★ What's Next

At the end of this 90-day period, I will share a public summary of what I've learned and outline next steps. This will serve as a starting point for our shared work to strengthen the School District of Reedsburg.

Thank you for your support, and I look forward to working with you.

Effective July 1, 2025