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| **Daily Management Visual Board** | | | | | | | | |
| **Who is the customer?** | **PLAN / DO**  **Plan To Do** | **CHECK**  **How I am Doing?** | **ACT**  **How I am Improving?** | | | | | **Successes** |
| **Staff and students of**  **ASD-N** | Target for Pop-Ins and 1 hour visits:   |  |  |  | | --- | --- | --- | | **Month** | **Pop-ins (15-20 mins.)**  **Target** | **1-2 hour Visits**  **Target** | | Sept. | 2 | 2 | | Oct. | 3 | 3 | | Nov. | 4 | 3 | | Dec. | 3 | 2 | | Jan. | 4 | 3 | | Feb. | 4 | 2 | | Mar. | 3 | 2 | | Apr. | 4 | 3 | | May | 4 | 3 | | June | 2 | 2 | | Total | 33 | 25 | |  | **Issues Identified** | | | | | Storm days in December interfered with my ability to get all my visits in for the month. Will have to work harder in January. |
| **Work in Progress** | **Just Do It** | **Improvement Meeting** | **Kaizen** | **Lean Six Sigma** |
|  |  |  |  |
| **What is the process?** | **What I am Doing?** | **What Got In the Way?** |
| **Visit schools to:**   * **Talk to students and teachers about the district’s vision and goals.** * **Identify barriers to achieving them** * **Identify strategies to mitigate barriers using performance management tools.** | Actual Results for Pop-Ins and 1 hour Visits:   |  |  |  | | --- | --- | --- | | **Month** | **Actual**  **Pop-ins** | **Actual**  **1-2 hr. Visits** | | Sept. | 8 | 3 | | Oct. | 3 | 3 | | Nov. | 3 | 3 | | Dec. | 2 | 2 | | Jan. | 4 | 6 | | Feb. |  |  | | Mar. |  |  | | Apr. |  |  | | May |  |  | | June |  |  | | |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  | X |  | X |  |  |  |  |  |  |  |  | | What Got In the Way? | Meetings | Storm | Emergency | Other |  |  |  |  |  |  |  |  | | **Implementing** |  |  |  |  |
| **Completed** |  |  |  |  |