



## **Public Purpose Audit – Template Overview**

**The Audit is intended as the first step in formulating or strengthening your plan for engagement with the community through authentic partnership.**

### **A. Pre-Audit**

- 1) Head and Leadership (board and administration) agree on goals of the Audit
- 2) Point person or Task Force assigned
- 3) Review of all key documents, including:
  - School mission and vision
  - Latest strategic plan
  - Latest accreditation recommendations (and relevant sections of self-study)
- 4) Preliminary situation analysis relative to goals of audit
- 5) Determine participants (constituent interviews, focus groups) in the Audit process

### **B. Audit**

- 1) Interviews with Head and lead representatives of key constituencies re:
  - Elements of mission that may drive a public purpose strategy
  - Current public purpose initiatives (e.g. community service, service learning projects)
- 2) Review with administrators and faculty strategic integration:
  - Overall educational program (including globalism, ethics/religion, environment)
  - Diversity and inclusiveness
  - External relations and contacts (including schools, organizations, athletics, community leaders)
  - Development, admissions, and marketing
- 3) Develop outline for a comprehensive public purpose partnership plan

### **C. Audit Report**

- 1) Report to the Head/Board on
  - Findings
  - Opportunities for development

- Outline of suggested comprehensive public purpose plan
- 2) Head and Board endorse a public purpose plan and call for an implementation strategy:
    - Define the school's public purpose where it can add real value in the community
    - Identify key partners for public purpose strategy
    - Develop a 3-5 year public purpose program that
      - Integrates with the strategic priorities of the school
      - Identifies the roles of school constituencies
      - Determines responsibility for on-going planning and implementation
  - 3) Head assigns an individual or group to chart public purpose strategy, and implementation steps and assessment.