

**Activities and Timeline for New Campus Opening**

<b>Objective</b>	<b>Activities</b>	<b>Outcomes for 2015-16</b>	<b>Responsibility</b>
Principal Selection	<ul style="list-style-type: none"> <li>Hire 3 principals in 2015.</li> </ul>	<ul style="list-style-type: none"> <li>Hired by the summer, ideally by August 1, one year prior to campus opening</li> </ul>	<ul style="list-style-type: none"> <li>Head of Schools with support from the Superintendent and the Assist. Superintendent</li> </ul>
Facilities Procurement	<ul style="list-style-type: none"> <li>Identify feasible facilities in high-need communities</li> <li>Conduct site analysis</li> <li>Get approval from Noble's Board to move forward</li> <li>Sign contract on properties</li> <li>Begin facilities reviews and create renovation plan</li> <li>Renovations</li> </ul>	<ul style="list-style-type: none"> <li>Secure three facilities within our target areas with ample time to prepare for 2016 openings</li> <li>Ensure facilities align with the programmatic and financial parameters of proposed campuses</li> <li>Begin renovations to ensure facility is ready for occupancy in July 2016</li> </ul>	<ul style="list-style-type: none"> <li>Chief Operating Officer</li> </ul>
Principal Training	<ul style="list-style-type: none"> <li>Recruit Principal Mentor/Partner</li> <li>Interns complete four required white papers and deliver presentations</li> <li>Intern receives valuable hands-on training in a leadership role at an established Noble campus.</li> </ul>	<ul style="list-style-type: none"> <li>Principal Interns and Partners paired by early August, one year prior to campus opening</li> <li>Interns complete 2 white papers by the second quarter of their intern year (fall-winter 2015)</li> <li>Intern holds a leadership position at host campus (SY 2015-16)</li> </ul>	<ul style="list-style-type: none"> <li>Head of Schools, Superintendent, Assist. Superintendent, Principal Mentors, Chief Academic Officer</li> </ul>
Budget Development	<ul style="list-style-type: none"> <li>Budgets for new campuses are created and approved</li> </ul>	<ul style="list-style-type: none"> <li>Begin preliminary budget development in Q2 of 2016 for new campuses, with budget finalized in summer.</li> </ul>	<ul style="list-style-type: none"> <li>Chief Financial Officer, Director of Financial Planning &amp; Analysis and Principals</li> </ul>
Staff Recruitment	<ul style="list-style-type: none"> <li>Principal recruits and hires staff</li> </ul>	<ul style="list-style-type: none"> <li>Begin recruitment on Dec. 1 2015, prior to August opening</li> <li>Hire 80% of staff by the early June 2016, prior to August opening</li> <li>100% in place by July 1, 2016</li> </ul>	<ul style="list-style-type: none"> <li>Principal, office manager with support from network's Talent Team</li> </ul>

Materials purchasing	<ul style="list-style-type: none"> <li>Principal works with IT and Facilities Teams to determine technology and furniture purchasing</li> </ul>	<ul style="list-style-type: none"> <li>Principal works with Facilities and IT to determine needs over February through April 2016</li> <li>Orders placed to allow for delivery and installation over summer 2016</li> </ul>	<ul style="list-style-type: none"> <li>Principal, Director of Facilities, Director of Technology</li> </ul>
Student Recruitment	<ul style="list-style-type: none"> <li>Principal and administrative staff recruit students</li> <li>Serve a mainly low-income and minority population</li> </ul>	<ul style="list-style-type: none"> <li>Begin student recruitment in the October of 2015, after new schools approved</li> <li>Enroll 100% of students by June 1, prior for August opening</li> <li>Minimum of 82% low-income and 80% minority students enrolled</li> </ul>	<ul style="list-style-type: none"> <li>Principal, office manager with support from Student Recruitment Officer</li> </ul>
Staff On-boarding	<ul style="list-style-type: none"> <li>Conduct onboarding and professional development for new staff in preparation for opening</li> </ul>	<ul style="list-style-type: none"> <li>100% of staff participate in August retreat and onboarding prior to opening</li> <li>Team dynamic established</li> <li>Campus goals set for year</li> </ul>	<ul style="list-style-type: none"> <li>Principal and campus leadership</li> </ul>
Operational Campus	<ul style="list-style-type: none"> <li>Final campus preparations, PD, facilities projects completed in advance of students return</li> </ul>	<ul style="list-style-type: none"> <li>Campus is ready for first day of school (TBD for August 2016)</li> </ul>	<ul style="list-style-type: none"> <li>Principal and staff with network support</li> </ul>