



Culture Playbook

*WHAT WE BELIEVE * HOW WE BEHAVE * OUTCOMES WE ACHIEVE*

The Power of Culture

The vision of Longest Elementary School is to unite students and their families with our staff to produce a school community that everyone will be proud of, while providing a positive and unforgettable learning experience at Longest Elementary School where all students and families will know we care about the growth and success of each child.

The mission of Longest Elementary School is to produce exceptional young men and women who have the character, soft skills, and academic foundation to successfully transition to middle school by providing teachers and staff the training, resources, encouragement, and affirmation to empower them to build exceptional relationships that foster high levels of learning and success for each student.

Our culture is essential in our efforts to fulfill this mission. Our culture at LES is what makes it a special place to learn, work, and grow. That is why we make an intentional effort to build and maintain our school culture on a daily basis. It takes everyone in the organization. Our culture playbook gives all stakeholders a common language and helps us all work together to make LES an outstanding school.

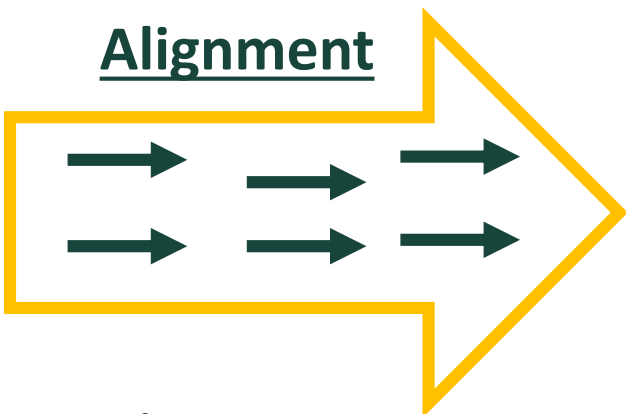
The Power of Culture

WHAT IS CULTURE AND WHY IS IT IMPORTANT?

Culture is not a document that hangs on a wall. Culture is **WHAT WE BELIEVE, HOW WE BEHAVE, AND THE EXPERIENCE OUR ACTIONS PRODUCE FOR OTHERS.** It is the foundation on which our school is built. Written statements and playbooks like this one will help to clarify our culture, but documents don't build culture, our actions do.

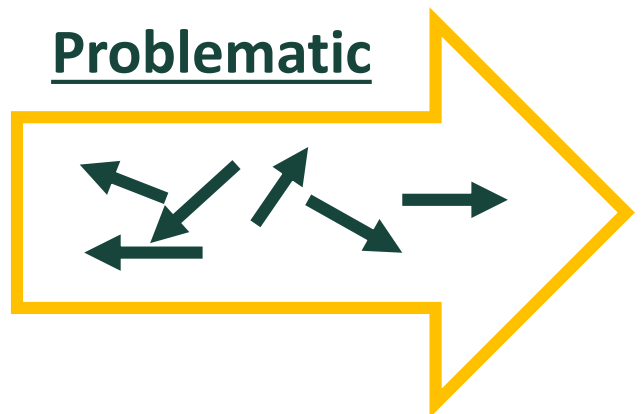
Our core beliefs provide the standard for how we behave toward each other, our students, their families, and our community. Culture drives behavior and behavior will directly effect how we execute our mission to prepare our students for growth and success. Culture will have more impact on our success than any strategy, program, or initiative. Culture is KING. Culture aligns everyone in our school around a common set of beliefs and behaviors that will help us achieve the results we desire.

Alignment



- Trust is Strong
- Communication
- Collaboration
- Problem Solving
- Innovation
- Pursuit of Growth
- Adapt to Change
- Produce Superior Results

Problematic



- Lack of Trust
- Different Agendas
- Poor Communication
- Poor Teamwork
- Complain About Problems
- Inconsistent Accountability
- Goals are Hard to Achieve

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20 Square Feet

“20 Square Feet” is simply a metaphor that expresses the reality that each person at Longest Elementary has a sphere of ownership. Each of us has responsibility for building our part of the culture and executing our part of the strategy. You control your **“20 Square Feet”**, outside of it you have influence and impact. The way we behave personally and the way each of us manages our **“20 Square Feet”** is what determines our culture and the performance of our students and our school.

Culture, Climate, and
Strategy of LES.

Classroom Culture and
Strategy

Your 20 Square Feet of
Belief and Behavior

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Above the Line

At Longest Elementary we expect students and staff to strive to be **ABOVE THE LINE** every day. Being **ABOVE THE LINE** is a mindset, it is a way to focus our efforts into productivity. Being **ABOVE THE LINE** means we choose disciplined responses over default ones.

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Actions are:

- Intentional
- Purposeful
- Skillful

Results are:

- Better Teamwork
- Faster Learning
- Harder Work
- Clearer Communication
- More Resiliency

THE LINE

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Actions are:

- Impulsive
- On-Autopilot
- Resistant

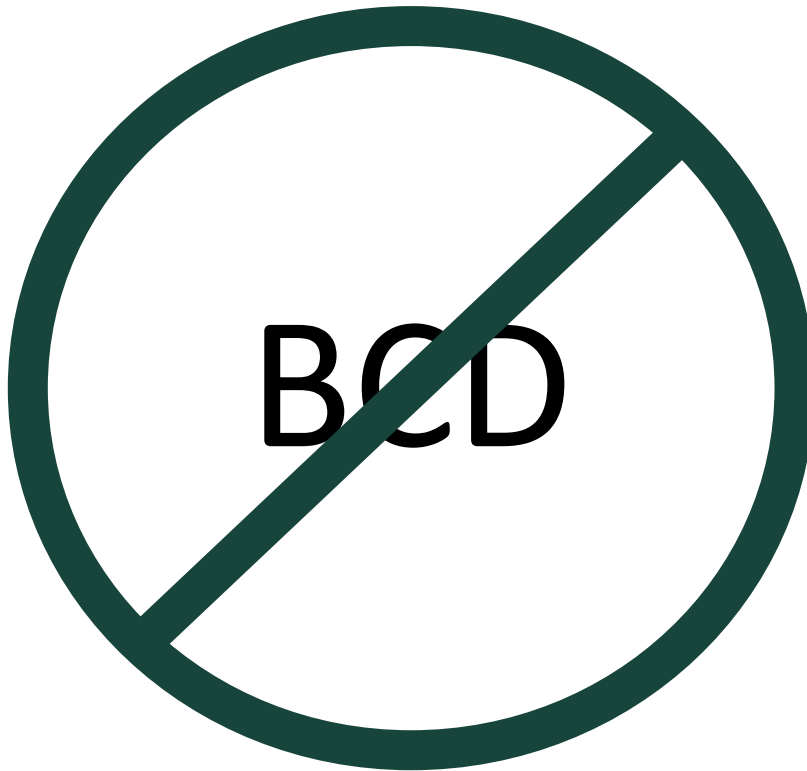
Results are:

- Hijacked by Impulse
- Return of Old Habits
- Stuck in Rut of Routine
- Stay in Comfort Zone

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No BCD

BCD stands for **BLAMING**, **COMPLAINING** and **DEFENDING**. In order for us to build and maintain the culture we want at Longest Elementary everyone must do their part to eliminate **BLAMING**, **COMPLAINING**, and **DEFENDING**.



- NEVER SOLVED A PROBLEM
- NEVER ACHIEVED A GOAL
- NEVER IMPROVED A RELATIONSHIP

- Culture Killer
- Hinders Performance
- Wastes Time

There are only two ways to deal with a problem in a positive manner. 1. Be a part of the solution. 2. Show resiliency through problems you can't change.

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Longest Elementary School



Values - Behaviors - Outcomes

This is the Spartan Way		
Values	Behavior	Outcome
Care and Connect (Relationships Matter)	<ul style="list-style-type: none">Invest Time to Care, Listen, and Connect.Team Before MeDo Great Things for Each Other	<ul style="list-style-type: none">Great Place to Work and LearnBetter ResultsMore Fun
Always Pursue Growth	<ul style="list-style-type: none">Embrace the ChallengeDo the Work with Great Effort and Get Better Every DayLearn from Mistakes	<ul style="list-style-type: none">Best Version of YouEquipped with SkillsReady for Tomorrow
Own It	<ul style="list-style-type: none">Own Your Attitude, Actions, Words, Work, and MistakesAct with PurposeDo the Right Thing, Especially When it Is Hard.	<ul style="list-style-type: none">Pride in Our ActionsTrust in Each Other

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Care and Connect

Invest Time to Care, Listen, and Connect

Listening is one of the most important things we do. It is how we connect with our students & with each other. When we care we pay better attention and give better effort. When we listen to each other and to our students, we create the personal connections that enable us to communicate and work together at a high level. When we communicate, we share ideas & perspectives and make better decisions. An elite culture is deeply interpersonal: it happens one conversation and one relationship at a time.

Team Before Me

We work with each other and for our students. We put the team first. No personal agendas. We will not agree on every decision, but we will commit to team decisions and align our efforts in one direction. See beyond your classroom. Find ways to contribute and collaborate. Be flexible. Our school is better when we work together.

Do Great Things For Each Other

Ask for help and give help. Find ways to make each other better. Support each other and invest in the growth and success of your colleagues. Ask, How can I help my colleagues be successful? Think & act in ways that motivate each other to perform at the next level.

**Great Place to Learn and Work,
Better Results, More Fun**

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Always Pursue Growth

Embrace the Challenge

The “secret” to success isn’t a secret. It’s a discipline: The cumulative impact of daily action repeated over time. We pursue growth with unrelenting perseverance. There will be obstacles; we will overcome them. There are times when it will be tedious & tiring; we will continue to press forward. There will be problems; we will solve them. We embrace the challenge. We are relentless.

Do the Work with Great Effort and Get Better Every Day

We will not accidentally bump into our best self; we must work each day to improve. Talent will only take us so far. The “Edge” is the place where skill and talent alone have maximized their effectiveness and cannot take us any further. To move beyond the “Edge” we need to create new experiences and opportunities to move beyond our current level of skill. Doing this requires “productive discomfort” and intentional efforts to push beyond what is comfortable to ensure we are better today than we were yesterday. Doesn’t matter, get better! Do the Work!

Learn From Mistakes

Sometimes we make mistakes. When we do, we learn from it. We find out why and make adjustments. We understand that failure is part of the journey. Take risks. Take chances. Try new things. Failure is just feedback about how to try again with better understanding.

Best Version of You, Equipped with Skills, and Ready for Tomorrow

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Own It

Own Your Attitude, Actions, and Words

Own your attitude, actions, and words. Our attitude, actions and words say it all. It's how we interact with others and how others experience us. Your attitude, actions, and words are your choice. Own the impact they have on yourself and others. Think about your attitude, does it make people believe you are open and approachable? What about your actions, are they proactive and do they help others get better? What words do you use, are they engaging and encouraging?

Act With Purpose

Act with purpose. Be thoughtful and focused on the solution. Purpose does what is necessary, when it is necessary, for as long as necessary. It is one of the three discipline-driven behaviors. Purpose answers the question why and provides clarity. Be clear about the purpose of your actions.

Do The Right Thing, Especially When It is Hard

This is about acting with integrity. We follow through on our commitments. If we say we will do something, we do it. We understand that trust is earned through behavior, not granted by position. And we talk straight. We are open & candid with each other, even when it's difficult. We talk to people, not about people.

Pride in Our Actions, Trust in Each Other

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Event + Response = Outcome

At LES we will use this equation to ensure we understand how to best create the positive outcomes we desire to achieve. It equips us with the mindset and skill set to be intentional about the way we think, the decisions we make, and how we take action. We can't control all the events in our life. We can choose how we respond. If we want better outcomes we have to have better responses. When events are most difficult we must be ready to raise the level of our response.

1. Press Pause

Before you respond, slow down and give yourself time to think. Focus on understanding the situation and what you are trying to accomplish. Get off of autopilot. Be exceptionally clear about the Event you are experiencing and the Outcome you are pursuing.

Pay attention to your inner Response. Get into a productive mindset by taking ownership of what you focus on and the story you tell yourself.

2. Get Your Mind Right

3. Step Up

Respond above the line. Engage in the best possible Response given the Outcome you want and the situation you are in. When circumstances call for it, elevate your Response. Response is most important when the Event is most difficult

Get good at change. Life requires you to make changes whether you are ready or not. Success goes to those who are adaptable.

4. Adjust and Adapt

5. Make a Difference

Create great experiences for others. Your attitude and behavior are deeply personal but rarely private. What you do has a profound impact on the people around you. Your R is an E for others.

Be intentional about the habits you develop. Your behavior patterns have you on a path. Develop the habits and skills that will take you where you want to go.

6. Build Skill



Longest Elementary School

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Principal – Hays Browning

Assistant Principal – Sara Armour

Guidance Counselor – JoJo Jarvis

Daycare Director – Nelda Hobgood

Family Resource – Donna Gill