



Inquiry Brief Template

Duke Lines, Principal, Whiteland Community High School

*Resources for inquiry brief development:

- *Common-Sense Evidence* by Nora Gordon & Carrie Conaway
- *Culturize* by Jimmy Casas
- *LEAD from Where you Are* by Dr. Joe Sanfelippo
- *The Coffee Bean* by Jon Gordon and Damon West
- *Leaders Eat Last* by Simon Sinek

- **Project Title:** *The Power of Reflection: Strengthening Relationships Through Intentional Time and Connection*
- **Purpose:** *My Base is Thinker and Phase is Harmonizer*
 - As a leader, I aim to build stronger connections with others. The purpose of this action research is to carve out dedicated time for reflection on my relationships, enabling me to understand and deepen the connections I have with those around me.
- **Question (Wondering):** I wonder if I carve out time to reflect on relationships, will I develop stronger connections?
 - Sub Questions:
 - Who are the people who come to mind during my reflections?
 - What insights or patterns emerge from my reflections?
 - How do I use the time allocated for reflection?
 - What specific actions result from these reflections?
 - Do these actions lead to a stronger sense of connection?
- **Method (What will I be doing?)**
 - **Reflection Journal:** I have dedicated time every Friday at 4pm and Sunday at 5pm to reflect and record thoughts about my relationships.
 - **Action Log:** I will document any specific actions I take as a result of my reflections (e.g., conversations, notes of appreciation).
 - **Feedback Collection:** I will seek input from others to determine if they perceive a stronger connection.
 - **Pattern Identification:** I will review my journal to identify recurring themes and evaluate their impact on my leadership practices.
 - **Action Implementation:** I will develop opportunities to build upon identified patterns to foster deeper connections.

- **Data Collection:**

- Reflection Journal entries capturing thoughts, emotions, and ideas about relationships.
- Action Log documenting follow-through activities inspired by reflections.
- Feedback from colleagues, staff, or students on perceived relationship improvement.
- Personal observations of relational depth or emotional changes over time.

- **Calendar (timeline):**

- *July - October:* I began reading and reflecting on my PCM and considered my wondering and how to best capture what I wanted to improve with my own leadership. I weighed self-care versus school improvement practices which led into the conversation with Emily. After meeting with Emily in October, I altered my plan to focus on reflection and improvement of relationships.
- *November - January:* Establish a reflection routine and begin journaling.
- *January - February:* Collect feedback and evaluate the impact of these actions.
- *March:* Analyze data to identify patterns and evaluate whether the process improved relationships.

- **Data Analysis:**

- Review and categorize journal entries to identify recurring themes about relationships and connections.
- Cross-analyze actions taken with feedback or observable changes in relationships to determine effectiveness.
- Use qualitative feedback to evaluate emotional and relational impact.
- Reflect on personal insights and assess whether the inquiry improved relational depth and fulfillment.

Developing Stronger Connections Through Reflection: IPLI AR Project

Presenter: Duke Lines, Principal at Whiteland Community High School

PCM: Base is THINKER, Phase is HARMONIZER

Purpose of Inquiry

- The aim is to build stronger connections through dedicated reflection on relationships to understand and deepen connections with others.

Background

- The research is taking place during the second year of the principalship.
 - Year 1 focused on student expectations, and Year 2 is focused on staff expectations with a focus on relationships.
- There's a need for consistent presence across two buildings.
- This presents an opportunity to increase engagement and enhance relational trust.

Research Question

- The central question is: "I wonder if I carve out time to reflect on relationships, will I develop stronger connections?"
- The project explores time management for reflection, key people in reflections, emerging insights/patterns, and actions resulting from reflections and their impact on connection.

Action Steps

- The leader is taking action through:
 - Weekly journals for reflection.
 - Calendar invites to schedule reflection time and action steps.

Data Collection Methods

- Reflection Journal: Regular reflections are recorded on Fridays at 4 PM and Sundays at 5 PM.
- Action Log: Documentation of specific actions taken (e.g., conversations, notes of appreciation).
- Feedback Collection: Input from others to assess perceived connection.
- Pattern Identification: Reviewing journals for recurring themes.
- Action Implementation: Developing opportunities to build upon identified patterns.

Key Themes in the Data

- **Family and Self-Care:** Including family, renewing dedication to health, and increasing intake of new ideas.
- **Increase Visibility and Presence:** Recognizing the importance of meaningful visibility across buildings and adjusting the leadership schedule for more engagement.
- **Greater Focus on Data, Equity, and Student Support:** Revisiting school data and ensuring students receive necessary support.
- **Trust and Leadership Consistency:** Being a steady presence, creating open feedback

opportunities, acknowledging emotional demands, and fostering positivity.

Recurring Opportunities & Key Findings

- Self Esteem & Self-Efficacy: Leader's confidence in their ability.
- Visibility: Increases relational trust.
- Gratitude: Strengthens morale.
- Promotes Inclusivity: Involving diverse voices.

Discoveries

- Increased daily hallway presence in both buildings.
- Planned monthly student voice opportunities.
- Increased check-ins with departments and staff.
- Spotlights in weekly newsletters for staff and student celebrations.
- Refined meeting structures for PLC Process.
- Intentional focus on family and self-care.
- Notes of appreciation to staff.

Next Steps

- Build sustainable reflective practices.
- Challenge the status quo with humility and dedication to impactful leadership.
- Integrate reflective methodologies into leadership growth for staff.
- Use insights to enrich school climate, staff well-being, and student engagement.