

School Plan

# School Level Narrative

## School Building Information

Local Education Agency (LEA) Name:

School Building Name:

4-Digit School Building Code:

School Street Address:

## School Committee

Committee Members and Positions in School/Community:

| Name | Position/Role | Building/Group/Organization |
| --- | --- | --- |
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Outline efforts school leaders took to ensure that the committee is comprised of a diverse group of stakeholders who are involved and invested in LEAs, schools, programs, and outcomes for students (leadership, teachers, parents, students, community partners, LEA leadership or staff, governing board leadership or designee, elected officials advocacy organizations).

Describe the role of the committee in developing this school improvement plan, as well as the intended role of the committee in the implementation and monitoring of the plan.

## School Vision for Learning

Long-term Vision and the Measures of Success

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| --- | --- |
| Long-Term Vision for Students*What will students know and be able to demonstrate upon leaving the school?* | Measures of Success*How will you know you are on track to achieving your vision or students?* |
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# School- Needs Assessment

## Identified School Community Needs:

Describe how the LEA and school engaged in timely and meaningful consultation with a broad range of stakeholders (e.g., families, students, educators, community partners) and examined relevant data (e.g., student, educator, and community demographics; student achievement and growth; student and teacher attendance; student behavior; documents; classroom observations; surveys; focus groups; budget/allocation of finances) to understand the most pressing needs of students, educators, and/or other members of the school community and the potential root causes of those needs.

## Based on your data analysis, what are your data-supported strengths?

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| --- | --- |
| Strengths | Supporting Evidence from Needs Assessment |
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## Based on your data analysis, what are your data-supported challenges?

(You will need to identify two or three of these challenges that will be prioritized and addressed in this plan.) Check each challenge that will be a priority in your plan.

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| --- | --- | --- | --- |
| Challenges | Supporting Evidence from Needs Assessment | Priority for Planning | Primary Root Cause |
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## Established Priorities and Aligned Outcome Categories

Based on your prioritized challenges, develop, in specific detail, two to three high-leverage priority statements to focus your improvement plan. In drafting priority statements, your team will turn each prioritized challenge into an actionable statement that explains how the school plans to address the primary root cause of the challenge. Indicate which Outcome Category will be most directly impacted by focusing on the priority statement, by selecting the category that is best aligned to the priority statement from the drop-down menu under “Outcome Category.”

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| --- | --- | --- |
| Priority Statements | Rationale | Outcome Category |
| 1. |  |  |
| 2. |  |  |
| 3. |  |  |

# Measurable Goal Statements

Measurable Goals: Develop SMART Goals for each established Priority. To maintain focus on priorities, no greater than 2 measurable goals per priority is recommended.

## Priority Statement #1:

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| --- | --- | --- | --- |
| Measurable Goals | Quarterly Benchmark #1 | Quarterly Benchmark #2 | Quarterly Benchmark #3 |
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## Priority Statement #2:

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| --- | --- | --- | --- |
| Measurable Goals | Quarterly Benchmark #1 | Quarterly Benchmark #2 | Quarterly Benchmark #3 |
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## Priority Statement #3:

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| --- | --- | --- | --- |
| Measurable Goals | Quarterly Benchmark #1 | Quarterly Benchmark #2 | Quarterly Benchmark #3 |
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# Action Plans

## Evidence-Based Strategies

Once needs have been identified, the school improvement committee (in consultation with other stakeholders) will select evidence-based strategies that align with your priority statements that the school community has the capacity to implement. By using rigorous and relevant evidence and assessing the local capacity to implement the strategy (e.g., funding, staff, staff skills, stakeholder support), schools are more likely to implement interventions successfully.

For each measurable goal, identify an evidence-based strategy that has a high likelihood of success in your school.

## Priority Statement #1:

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| --- | --- |
| Measurable Goals | Evidence-Based Strategy |
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## Priority Statement #2:

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| --- | --- |
| Measurable Goals | Evidence-Based Strategy |
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## Priority Statement #3:

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| --- | --- |
| Measurable Goals | Evidence-Based Strategy |
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## Action Plan Steps

An Action Plan template is provided to develop action steps to meet each measurable goal. Each Action Plan has these critical components for each Priority/Measurable Goal:

* Action Steps – List what is to be accomplished in each step.
* Material/Resources/Supports Needed
* Person/Position Responsible
* Implementation Timeline
* Anticipated Outputs – what do we want to accomplish within each Action Step?
* Monitoring/Evaluation Plan
* If a professional development action step or component of this goal, complete Professional Development Plan information template.

### Expenditures:

Describe how funding will be used to implement the Action Plans. Include a brief description of each expenditure, funding source (Title 1, General fund, IDEA, etc.), and costs for each needed expenditure.

### Professional Learning Opportunities:

The following information is to be completed for professional development components for each of the Priority Goals**:**

* Goal Statement – General Description of Presentation
* Audience,
* Topics to be Included
* Evidence of Learning
* Anticipated Timeframe
* Lead Person/Position

# School Action Plans

## Priority #1 – Measurable Goal #1:

### *Evidence-based Action Steps:* Describe the evidence-based action steps to be taken to achieve this goal.

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| --- | --- | --- | --- |
| Action Steps | Materials/Resources/Supports Needed | Person(s)/Position Responsible | Implementation Timeline |
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Anticipated Outputs:

Monitoring/Evaluation Plan:

### *Expenditures:* Describe briefly how funding will be used implement the action steps outlined for this goal.

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| --- | --- | --- |
| Expenditure (Brief Description) | Funding Source | Cost |
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### Professional Learning – Describe the Professional Development Plan to achieve this goal.

#### Professional Learning Goal 1:

Audience:

Topics to be Included:

Evidence of Learning:

Anticipated Timeframe: Enter Start Date: Anticipated Completion Date:

Lead Person/Position:

### Professional Learning – Describe the Professional Development Plan to achieve this goal.

#### Professional Learning Goal 2:

Audience:

Topics to be Included:

Evidence of Learning:

Anticipated Timeframe: Enter Start Date: Anticipated Completion Date:

Lead Person/Position:

## Priority #1- Measurable Goal #2:

### *Evidence-based Action Steps:* Describe the evidence-based action steps to be taken to achieve this goal.

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| Action Steps | Materials/Resources/Supports Needed | Person(s)/Position Responsible | Implementation Timeline |
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Anticipated Outputs:

Monitoring/Evaluation Plan:

### *Expenditures:* Describe briefly how funding will be used to implement the action steps outlined for this goal.

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| --- | --- | --- |
| Expenditure (Brief Description) | Funding Source | Cost |
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### Professional Learning – Describe the Professional Development Plan to achieve this goal.

#### Professional Learning Goal 1:

Audience:

Topics to be Included:

Evidence of Learning:

Anticipated Timeframe: Enter Start Date: Anticipated Completion Date:

Lead Person/Position:

### Professional Learning – Describe the Professional Development Plan to achieve this goal.

#### Professional Learning Goal 1:

Audience:

Topics to be Included:

Evidence of Learning:

Anticipated Timeframe: Enter Start Date: Anticipated Completion Date:

Lead Person/Position:

## Priority #2 – Measurable Goal #1:

### *Evidence-based Action Steps:* Describe the evidence-based action steps to be taken to achieve this goal.

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| Action Steps | Materials/Resources/Supports Needed | Person(s)/Position Responsible | Implementation Timeline |
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Anticipated Outputs:

Monitoring/Evaluation Plan:

### *Expenditures:* Describe briefly how funding will be used to implement the action steps outlined for this goal.

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| --- | --- | --- |
| Expenditure (Brief Description) | Funding Source | Cost |
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### Professional Learning – Describe the Professional Learning Plan to achieve this goal.

#### Professional Learning Goal 1:

Audience:

Topics to be Included:

Evidence of Learning:

Anticipated Timeframe: Enter Start Date: Anticipated Completion Date:

Lead Person/Position:

### Professional Learning – Describe the Professional Learning Plan to achieve this goal.

#### Professional Learning Goal 2:

Audience:

Topics to be Included:

Evidence of Learning:

Anticipated Timeframe: Enter Start Date: Anticipated Completion Date:

Lead Person/Position:

## Priority #2 – Measurable Goal #2:

### *Evidence-based Action Steps:* Describe the evidence-based action steps to be taken to achieve this goal.

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| --- | --- | --- | --- |
| Action Steps | Materials/Resources/Supports Needed | Person(s)/Position Responsible | Implementation Timeline |
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Anticipated Outputs:

Monitoring/Evaluation Plan:

### *Expenditures:* Describe briefly how funding will be used to implement the action steps outlined for this goal.

|  |  |  |
| --- | --- | --- |
| Expenditure (Brief Description) | Funding Source | Cost |
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### Professional Learning – Describe the Professional Learning Plan to achieve this goal.

#### Professional Learning Goal 1:

Audience:

Topics to be Included:

Evidence of Learning:

Anticipated Timeframe: Enter Start Date: Anticipated Completion Date:

Lead Person/Position:

### Professional Learning – Describe the Professional Learning Plan to achieve this goal.

#### Professional Learning Goal 2:

Audience:

Topics to be Included:

Evidence of Learning:

Anticipated Timeframe: Enter Start Date: Anticipated Completion Date:

Lead Person/Position:

## Priority #3 – Measurable Goal #1:

### *Evidence-based Action Steps:* Describe the evidence-based action steps to be taken to achieve this goal.

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| --- | --- | --- | --- |
| Action Steps | Materials/Resources/Supports Needed | Person(s)/Position Responsible | Implementation Timeline |
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Anticipated Outputs:

Monitoring/Evaluation Plan:

### *Expenditures:* Describe briefly how funding will be used to implement the action steps outlined for this goal.

|  |  |  |
| --- | --- | --- |
| Expenditure (Brief Description) | Funding Source | Cost |
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### Professional Learning – Describe the Professional Learning Plan to achieve this goal.

#### Professional Learning Goal 1:

Audience:

Topics to be Included:

Evidence of Learning:

Anticipated Timeframe: Enter Start Date: Anticipated Completion Date:

Lead Person/Position:

### Professional Learning – Describe the Professional Learning Plan to achieve this goal.

#### Professional Learning Goal 2:

Audience:

Topics to be Included:

Evidence of Learning:

Anticipated Timeframe: Enter Start Date: Anticipated Completion Date:

Lead Person/Position:

## Priority #3 – Measurable Goal #2:

### *Evidence-based Action Steps:* Describe the evidence-based action steps to be taken to achieve this goal.

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| --- | --- | --- | --- |
| Action Steps | Materials/Resources/Supports Needed | Person(s)/Position Responsible | Implementation Timeline |
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Anticipated Outputs:

Monitoring/Evaluation Plan:

### *Expenditures:* Describe briefly how funding will be used to implement the action steps outlined for this goal.

|  |  |  |
| --- | --- | --- |
| Expenditure (Brief Description) | Funding Source | Cost |
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### Professional Learning – Describe the Professional Learning Plan to achieve this goal.

#### Professional Learning Goal 1:

Audience:

Topics to be Included:

Evidence of Learning:

Anticipated Timeframe: Enter Start Date: Anticipated Completion Date:

Lead Person/Position:

### Professional Learning – Describe the Professional Learning Plan to achieve this goal.

#### Professional Learning Goal 2:

Audience:

Topics to be Included:

Evidence of Learning:

Anticipated Timeframe: Enter Start Date: Anticipated Completion Date:

Lead Person/Position:

# Communications Plan

The success of a plan is how you communicate it to your staff, community, parents and students. Develop steps to communicate components of your plan to your various levels of stakeholders.

## Communication Steps and Timelines:

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| --- | --- | --- | --- |
| Communication Strategies | Audience | Purpose of Message | Anticipated Timeline |
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