

# PRIORITIES & ACTION PLANNING

**INSTRUCTIONS:** The District/LEA Team should complete the Action Planning form to prioritize directives in the district/LEA. Evaluate the District Implementation Goals Form (DIG), select items of high “Need for Action,” and record the corresponding next steps into the Action Items below.

|                   |                       |
|-------------------|-----------------------|
| District/LEA:     | Date of Completion:   |
| LEA Team Members: | UMTSS Representative: |

|                        |  |
|------------------------|--|
| Prioritized Practice:  |  |
| Critical Component(s): |  |
| Target Schools:        |  |

| Specific Activities  | Action Items | Who will lead this activity? | Date for Completion |
|--|--------------|------------------------------|---------------------|
| <b>Funding</b>   | a.           |                              |                     |
| Where will the funding come from for the actions described above?                | b.           |                              |                     |
|  | c.           |                              |                     |
|  | d.           |                              |                     |
|  |              |                              |                     |
| <b>Coordination &amp; Coaching</b>   | a.           |                              |                     |
| Coordination, systems coaching, instructional coaching                           | b.           |                              |                     |
|  | c.           |                              |                     |
|  | d.           |                              |                     |
|  |              |                              |                     |
| <b>Building Level Teams</b>  | a.           |                              |                     |
| Building level consensus, establish and train BLT's, Build School Infrastructure | b.           |                              |                     |
|  | c.           |                              |                     |
|  | d.           |                              |                     |
|  |              |                              |                     |
| <b>Implementation</b>  | a.           |                              |                     |
| Review of school action plans, other implementation measures                     | b.           |                              |                     |
|  | c.           |                              |                     |
|  | d.           |                              |                     |
|  |              |                              |                     |
| <b>Outcomes</b>  | a.           |                              |                     |
| Screening tools, data collection, data systems                                   | b.           |                              |                     |
|  | c.           |                              |                     |
|  | d.           |                              |                     |
|  |              |                              |                     |
| <b>Visibility &amp; Political Support</b>  | a.           |                              |                     |
| Reports vision to superintendent & school board, shared vision with all schools  | b.           |                              |                     |
|  | c.           |                              |                     |
|  | d.           |                              |                     |
|  |              |                              |                     |
| <b>Professional Development and Training Actions</b>                             | a.           |                              |                     |
| PD Calendar, budget, policies for training new staff, assessment of PD           | b.           |                              |                     |
|  | c.           |                              |                     |
|  | d.           |                              |                     |
|  |              |                              |                     |