



Action Plan- Year 1

08-09

Department: Organizational Development **Administrative Responsibility:** J. De Jong

<p>Goal(s):</p> <p style="text-align: center;">All schools in the WSD will fully implement PLC's as a collaborative framework by the end of the 09-10 school year.</p>		
<p>Action Steps:</p> <ol style="list-style-type: none"> 1. The focus of the Leadership Academy for the 08-09 school year will be PLC's. The book, Learning by Doing, will be the primary resource. (See attached for the calendar of topics. 2. Put together a team of teachers and administrators to plan how to maximize attendance at the November PLC Institute. 3. Send staff members from every building to the Seattle PLC Summit in November. 4. Send staff members to the Seattle PLC Institute in May. 	<p>Person(s) Responsible:</p> <p>Jon</p> <p>Jon</p> <p>HR</p> <p>Jon/HR</p>	<p>Completion Date:</p> <p>May, 2009</p> <p>Oct., 2008</p> <p>Nov., 2008</p> <p>July, 2009</p>
<p>Resources (time/money/materials, etc.- include budget codes):</p> <ol style="list-style-type: none"> 1. 50 Learning By Doing books. 2. Budget capacity for staff to attend the PLC Summit and Institute (District Improvement Grant, Title I) 		
<p>Evidence of Success (How will you know that you are making progress?):</p> <ol style="list-style-type: none"> 1. Completion of Action Steps. 2. 9 Characteristics Survey Results 3. Team/Dept. Self-analyses using the PLC rubric for supportive reviews. 4. Visitations to collaboration times. 		
<p>Evaluation Process (How will you know the goal has been reached? What are your measures?)</p> <ol style="list-style-type: none"> 1. Team/Dept. Self-analyses using the PLC rubric for supportive reviews. 2. Visitations to collaboration times. 		

Action Plan Follow-Up

Do the recommendations require changes to future goals? If so, explain:	
Do the recommendations impact costs for future action plans?	
Once the action steps have been completed and the team is ready to make recommendations, the administrator in charge must complete the following steps:	Completion Date:
1. Communicate the recommendations to cabinet.	
2. If the recommendations have associated costs, provide an itemized budget estimate that includes revenue sources.	
3. Once cabinet has approved the recommendations and estimated budget, the recommendations must be taken out to stakeholders	