



Introduction to Actionable Plans Overview

Defining Action Plans



An action plan is a division- or school-wide plan that organizes and coordinates the implementation of initiatives to make changes in school operations. Action plans provide instructions regarding how school personnel will implement several specific, measurable steps to attain pre-identified goals.

Identifying Components of Action Plans



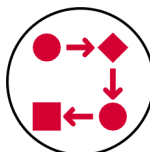
Establishing these elements within the action plan is critical to its success: specific steps, baseline data, individuals responsible for implementation and monitoring, timeline, resources and funding, potential barriers or resistance, a procedure for monitoring and evaluating implementation and the process, and a method of communicating the plan

Developing Action Plans



By engaging stakeholders in the development of the plan, the goals, strategies, and steps will be more effective in maintaining continuous improvement. These high-level strategies include providing information and enhancing skills, enhancing services and supports, modifying access, barriers, and opportunities, changing the consequences of efforts, and modifying policies as needed.

Implementing Action Plans and Measuring For Improvement



The implementation begins with the prioritization of the order of action steps. Action plan implementation relies on the people responsible for carrying out the action steps. Once implemented, action plans should support long-term success.