INFORMATION SHEET

KESA Implementation Resources

Action Plan Implementation Rubric

The following Action Plan Implementation Rubric will be used to evaluate systems' evidence of School Improvement Standards 2, 3, and 4. **Systems have met Standard 1 – Plan, by developing a Ready-to-Implement Action Plan.** The tool can be used to support systems in improving the implementation of their Action Plan and in preparing for the School Improvement Day.

Meets the Standard	Does Not Meet the Standard
Standard 2, DO: The System implements the action plan through clear steps, monitors progress, identifies barriers, and engages key stakeholders (e.g., teachers, local school board)	
The system describes how the action plan was implemented, including: how progress was monitored throughout the year, if and how barriers were addressed, what supports were available for implementation, and how stakeholders (e.g., teachers, local school board) **were engaged.**	The system does not describe how the action plan was implemented. Monitoring progress towards the targets did not occur throughout the year. The system did not address barriers or provide support for implementation. Stakeholders were not engaged.
Standard 3, STUDY: The System collects, analyzes and applies data to monitor the implementation and impact of the action plan on professional action that leads to improved student metrics (e.g., attendance, formative assessments, engagement).	
The system demonstrates how they determined whether they were making progress towards the reported targets. The system described the impact of the action plan on the system, teachers, and students*. *Student metrics may or may not be impacted depending on the system's action.	The system did not have a clear process for monitoring or assessing progress towards the reported targets or outcomes. The system did not use relevant data related to their measures of progress to inform action. The system does not describe how the action plan has impacted (or will impact) the system, teachers, or students.
Standard 4, ACT: The System utilizes data to refine strategies, identify and sustain effective practices, and plan for future actions.	
The system describes what they have learned through implementing their action plan, the changes made based on data, and how lessons learned will influence the development and direction of the future action plan.	The system does not report what they have learned through implementation. The system did not identify effective strategies or practices or a need for adjustments. It is unclear how data or lessons learned will impact future action plans.

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System Self-Assessment Questions and Implementation Indicators

The following Self-Assessment Questions and Potential Implementation Indicators can be used to guide systems as they prepare for the School Improvement Day. Though all elements in the Indicator Checklist may not apply to each system, they can offer general guidance as systems prepare for the School Improvement Day.

Standard	System Self-Assessment Questions	Implementation Indicators
2 DO	Can the system confidently discuss the specific steps taken throughout the year to implement the action plan? Does the system share things that disrupted and/or supported implementation? Does the system share how stakeholders (e.g., teachers, local school board) were engaged?	The system… ☐ clearly states the action steps of the plan. ☐ shares successes and barriers and how the barriers were addressed. ☐ shares how they engaged their stakeholders.
3 STUDY	Does the system describe <u>how</u> they monitored progress toward the reported targets and determined whether they were on track? Does the system describe how the actions have impacted or plan to impact students?	The system… ☐ shares how progress was tracked towards the Targets. ☐ describes performance on Targets. ☐ discusses if and why adjustments were made. ☐ shares how teachers were impacted by the action taken. ☐ shares if and how students were impacted by the action taken.
4 ACT	Does the system share what they have learned about implementing the action plan (e.g., effective practices, need for adjustments) and how that information will influence the action plan for next year?	The system… ☐ shares what they learned about implementation over the last year. ☐ reports any effective strategies or practices identified. ☐ shares what the next Action Plan might consist of.

System Share-out Questions

These questions will drive what the DLT shares at the beginning of the SI day regarding implementation of the KESA Action Plan. Each system will share their responses to these questions while visually displaying its KESA Action Plan in the KESA App. *Systems should not develop presentations.

1. Fundamental and Structure chosen.

2. Why did we choose this fundamental or fundamentals?

3. What were our steps of action and targets?

4. Did we achieve the targets set? How was progress monitored towards the targets?

5. What were the successes with implementation?

6. What were barriers and how were they addressed?

7. How did we engage stakeholders (staff/parents/BOE)?

8. Did we ever have to change course? Why?

9. How did our actions impact teachers? Students?

10. What have we learned this year that will move us forward to our next action? What do we think our next action plan will consist of?