



Strategic Planning Outline

Developing the Plan

School: _____ Date: _____ Name: _____

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I. Summarizing and identifying needs

A. Summarize results from all sources of data

- Vision and Mission Statements
- Absence/Tardiness/Dropout and related data
- Office Referral/Suspension/Expulsion/and related data
- Safe Schools Survey- Related Safety and Climate Data
- Practices & Programs Inventory
- Needs Assessment Worksheet
- Behavior Responsibility Worksheet
- Other interesting or useful pieces of data?

B. Analysis of data- identifying strengths and needs

- Differences by source- how consistent were staff, student, and parent perspectives?
- Did results vary by age, grade, location or other factors?
- Team discussions and impressions- what were the important themes or issues?
- What are our strengths and weakness or gaps at each Level of Action?
 - What are the greatest strengths that are already in place?
 - What existing programs or practices need modification?
 - What are the areas where there are gaps and programs or changed practices are needed?
- What are our most critical needs?

II. Identifying and evaluating strategies that address our identified needs.

A. Identifying strategies and actions

- What are strategies under each level of action that could help us address identified needs?
 - Creating a Positive, Safe, & Responsive Climate
 - Early Identification and Intervention
 - Effective Responses to Inappropriate Behavior
- In gap areas at each Level of Action, what are some of the available options for changing, improving or adding options?
- What are the team priorities for strategies for change at each level?

B. Which strategies are the best matches to our identified needs?

- Among the options which match best with our needs and culture?
- Is it practical? Is it something we could do?
- Is this something the team and other constituencies are interested in doing?

C. Are resources for the identified strategies available?

- What resources are needed- materials, training, supplies or time?
- Would resources be available for implementing these options?
 - Do we have the resources to do this?
 - Are there outside resources (such as grants) available?
 - Do we have the energy and motivation to do this?
- Does it address the need(s) we identified in Part I?
- (Are there some strategies that do not initially meet our criteria, but could be modified to be more practical or doable, or could be folded into the strategies that seem most promising?)

D. Choose and list priority strategies for each level of action

- At least one strategy from each level of action (creating climate, early warning, effective responses)
- Realistic within available resources

III. Develop an implementation plan

A. Who will do the implementation?

- Who will coordinate?
- What will be the tasks, and who will be assigned?

B. What kind of training is needed for each component?

- Who will need training?
- What amount of training is required?
- Who can do the training?
- What will be the costs?
- When can this be scheduled?

C. What are the needed resources for each component?

- Time? Training costs?
- Purchase of materials and supplies?
- Other?

D. What will be the schedule of implementation?

- How long will it take to implement each component?
- When can implementation begin?
- When can needed training be scheduled?

E. How will the plan be communicated?

- To other school staff?
- To students?
- To parents?
- To the community?

IV. Evaluating the implementation plan

A. How will we know this is making a difference in our school?

- What data will show that this strategy, once implemented will help achieving its goals?
- How and when will data be gathered? By whom?
- When should positive results be realistically expected?

V. How can these plans be incorporated in the existing School Improvement Plans?