



Partnership for
Leaders in Education
*Darden School of Business
Curry School of Education*

90 DAY ACTION PLAN

Actions to be Taken and Root Cause Performance Challenges to be Addressed

District: **Anadarko**
School: **Mission Elementary**
Principal: **Jeff Barrett**

PURPOSE: The 90 Day Plan serves as a road map that provides clarity to specific priorities and actions that are most important during the next 90 days. The plan will help ensure the focus of all stakeholders toward an aligned understanding of the implementation and progress of our school's turnaround initiative.

VISION FOR THE TURNAROUND INITIATIVE: ARTICULATE IN A FEW SENTENCES WHAT YOU HOPE TO ACHIEVE DURING THE COMING YEARS

Our vision is to create a school where no barriers exist to prohibit student achievement.

LIST SCHOOL-WIDE GOALS IN THE FOLLOWING AREAS						LIST SPECIFIC SCHOOL-YEAR GOALS (i.e. 8 TH Grade Algebra, 2 ND Grade L Arts, % Math Advanced, # AP Exam 4s, Graduation rate, etc.)			
MATH BASELINE PROFICIENCY 2012-2013	MATH PROFICIENCY GOAL 2013-2014	LANG. ARTS BASELINE PROFICIENCY 2012-2013	LANG. ARTS PROFICIENCY GOAL 2013-2014	SCIENCE BASELINE PROFICIENCY 2013-2014	SCIENCE PROFICIENCY GOAL 2013-2014	BASELINE 2012-2013	GOAL 2013-2014	BASELINE 2012-2013	GOAL 2013-2014
4 th 56%	4 th 70%	4 th 48%	4 th 70%		5 th 70%	OGL 4 th 56%	OGL 4 th 75%	107 Office Referrals	80 Office Referrals
5 th 55%	5 th 70%	5 th 50%	5 th 70%			OGL 5 th 63%	OGL 5 th 85%		

CORE PLAN: TO MOVE TOWARD THE ABOVE GOALS, THESE ARE THE TOP PRIORITIES THAT WILL BE ADDRESSED DURING THE NEXT 90 DAYS

SCHOOL PERFORMANCE CHALLENGES	YEAR –END PERFORMANCE GOAL	ROOT CAUSES OF PERFORMANCE CHALLENGE	ACTIONS TO ADDRESS ROOT CAUSE(S)	TIMELINE FOR ACTIONS	RESPONSIBLE PERSON	EVIDENCE OF PROGRESS TOWARD YEAR- END GOAL
In each row, describe one critical challenge your school faces (<i>what problem are you trying to solve?</i>)	For each performance challenge, describe the long-term goal for performance (<i>what specifically is possible and measureable?</i>)	For each performance challenge, list your hypothesis of one or more root causes or list analyses that needs to be complete to determine root cause (<i>why does this challenge exist?</i>)	List one or more specific actions you will take to address the root causes and pursue the goal (<i>how</i>)	For each action, provide a timeline for completing the action (<i>when</i>)	For each action, list the person responsible for ensuring the action is complete (<i>who</i>)	Define what measureable evidence would indicate needed progress toward long-term goal by November (<i>leading indicator</i>)

UVA Recommends 3-4 Priorities – with a few primary actions with each priority; however, please adjust as needed based on your context.

Initial actions/plan to be adjusted throughout the semester: implementing with deeper fidelity, halting unsuccessful tactics and introducing new actions as helpful

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Lack of Procedures	All students and staff are orderly, respectful, and in compliance with policies and procedures	Lack of instruction and implementation of policies and procedures by teachers, staff, and administration.	Set policies and procedures with teachers on July 30 for building consistency.	July 30	Jeff Barrett	Mission students and staff will be respectful and orderly at all times in all places at Mission Elementary.
			Conduct role play on July 30 for clarification of policies and procedures for staff clarification.	July 30	Jeff Barrett	
			Model and Monitor at all times daily to set expectations and proper implementation.	August 1, on-going	All staff	
Ineffective PLC's	PLC's conducted with specific expectations including agendas with specific objectives and learning goals.	Lack of knowledge and direction in facilitating PLC's.	Agendas with learning goals and objectives will be provided prior to PLC meeting.	First PLC on August 7, 2013. On-going	Jeff Barrett	Agenda's from weekly meetings will be kept with link or article for professional development attached.
			Professional development item to be viewed and ready for discussion at every meeting.		Jeff Barrett Lucy McMillan	
Ineffective data collection/usage	Effective and routine data collection and usage.	No true expectation from administration. Lack of knowledge and lack of monitoring.	Provide teachers with data and tool to disaggregate data.	7/31/2013	Jeff Barrett	Data sheets, data tools, and plans to be monitored weekly and kept in log by administrator. New plans to be created and monitored based on data in line with pacing guides.
			Provide teachers with tool to document plans for students.	7/31/2013	Jeff Barrett	
			Weekly monitoring of data and interventions.	8/19/2013	Jeff Barrett Lucy McMillan	
			Data-dig days to disaggregate and collaborate about newest data.	9/11, 10/9, 12/18, 2/5, 3/26	Jeff Barrett	
			Benchmarks aligned with Pacing guides to create true picture of student progress.	9/2013, 12/2013, 3/2013	Jeff Barrett	

QUICK WIN PLAN


In a few sentences, describe how your organization will achieve early and noticeable wins that build momentum by creating virtuous cycles that foster credibility (for the leader and the turnaround story) while disempowering naysayers. Early wins can include initial communication efforts, should be achieved within the first 30 school days and could be the initial steps towards addressing the top 3-4 school priorities listed above.

Rewards and recognition for staff and students that exhibit proper behavior in halls, cafeteria, etc. throughout the day.
Staff rewards and recognition at weekly meetings for progress towards to achieving the mission and vision and through creating healthy competitions through transparency of data.

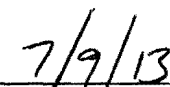
List up to 4 specific actions or deliverables necessary to make the quick win plan happen.

1	2	3	4
Snack shack certificates for students.	\$10 gift cards for staff.	Consistent monitoring by administration.	Traveling trophies for teachers for competitions, progress towards goals.

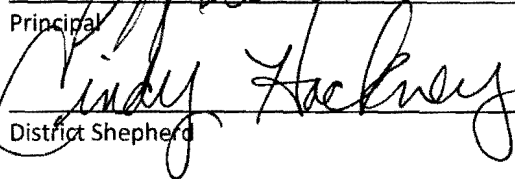
Signatures: Your signature indicates that the plan provides focus and urgency to move the turnaround initiative forward – and both district leaders and a school leadership team support the direction of the plan. Your signature also indicates a commitment to ambitiously pursuing these goals, addressing priority areas and monitoring progress, recognizing the plan and specific actions may need adjustment based on organizational learning and new data.




Principal



Date



District Shepherd



Date