

## ACTION PLAN TEMPLATE

### Definition: Prioritize & Set SMART Goals

Determine no more than three Specific Measurable Attainable Results-oriented and Time-bound (SMART) goals that will become the focus of improvement efforts district wide and/or school wide. This includes establishing priorities for improvement efforts based on the needs of all students.

### Definition: Develop & Implement Plan(s)

Develop and implement an improvement plan(s) that addresses the learning needs of all students within a Tiered System. This includes writing an improvement plan that clearly identifies a systematic approach to outlining connections between current challenges, SMART goals, identified SBR strategies, staff development, involvement with stakeholders, and measures of success.

	<b>A</b> Action Steps (Tied to SMART Goal)	<b>B</b> Persons Responsible and Their Roles	<b>C</b> Resources Needed	<b>D</b> Completion Date	<b>E</b> Evidence of Completion
1					
2					
3					
4					