



School:

School Year:

Purpose

The purpose of the Focused Improvement Plan is to guide school teams through the identification and implementation of a year-long change intervention that will improve outcomes for a specific group of students.

Overview

At the start of the year, your team will be asked to identify an area of focus for a specific student group, set a goal for improved student performance, and explore potential root causes of underperformance for the specific student group in the performance area you select (Section A). You will then be asked to select and describe a year-long intervention or strategy matched to the root cause (Section B). This tool will then guide your team to plan how that intervention will be implemented over the course of the year (Section C). At one or two points throughout the year, you will return to these initial sections to reflect, review, and revise as needed.

Following the initial start of year planning, this tool will provide prompts and structures for your team to implement the intervention, monitor progress, and make adjustments, as needed, utilizing four-week implementation cycles throughout the year (Sections D & E). These short implementation cycles are meant to help your team

- break down a larger intervention or strategy into manageable and actionable steps;
- maintain consistent focus on and accountability for the specific group of students you selected;
- build habits of implementation and monitoring; and
- make progress towards your school's goal for improving student achievement.

Guidance

Although you may not know exactly which staff to involve in the improvement process until you determine the focus of your improvement work, you will likely want to invite a small team of individuals to work together on the first three sections of the Focused Improvement Plan (Sections A–C). This team may include administrators, teachers, student service providers, or anyone who would be considered part of the team responsible for improvement. To complete sections A–C, we suggest this team meet for three separate 45-minute sessions to discuss each section respectively at the start of the school year. At the completion of sections A–C, you may need to adjust the membership of your team to best match your implementation goal. We suggest that you schedule meetings with this adjusted team once every four weeks for 45 minutes for planning and reflection on the cycle (utilizing section D) and for at least 15 minutes in the interim two weeks to monitor progress on implementation (utilizing section E).

For more information or questions about the Focused Improvement Plan, or to request additional support for your school as you engage in this improvement process, please contact the Office of School Support and Improvement [405-522-0140](tel:405-522-0140).

Functionality Tips

Each of the fields is formatted for consistency. For best results, type your answers directly rather than copying and pasting from another document.

To enter text on the next line, press "Control" and "Return" simultaneously.

Spell Check is available through the Google Sheets "Tools" menu.

Sections A-C are meant to be revisited at mid-year. If you would like to preserve the data from your Start-of-Year sections A–C, either copy the tabs to start over, or add text in the fields rather than replace.