

## Yearlong School-Wide Instructional Improvement Plan: Template



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**Goal:** *The goal is the RESULT you'd like to achieve to support school-wide instructional improvement. Your first goal will be the goal you determined allows the school to start from strength; it is the goal that links an improvement need that fits your school's Change-Readiness Profile to something the school is doing well today, so that you are starting change efforts from a positive place.*

*Build the goal as a vision-casted goal, such that all staff and stakeholders can envision what the school, they, instruction, and student learning will be like upon goal achievement.*

**Goal time frame:** *Be realistic as you set the time frame within which you will ask educators to achieve this goal. It is at this point that you will consider the pace of change you determined your school can withstand. Again, refer to your school's Change-Readiness Profile.*

*Keep in mind that toward the end of one goal, you will often begin implementing the next one; the degree of overlap between goals will be a function of the school's Change-Readiness Profile. Also, keep in mind that you might find you can speed up the goal time frame or you need to slow it down. The progress indicators and reflection questions will help you maintain a pulse on how well the school is progressing toward goals and if the pace is supporting or thwarting progress—by being either too fast or too slow.*

**Strategy:** *Where the goal is the RESULT you want to achieve, the strategy is HOW you intend to achieve it. Bigger goals can have multiple strategies.*

**Tactics:** *Tactics are WHAT you will do as you implement the strategy to meet the goal. Please note that instructional strategies (as we're accustomed to using the word "strategies") can often be listed here as tactics because instructional strategies can be "what" you do to fulfill "how" you will achieve a goal.*

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Action Step	Step Timeframe	Resource(s)	Progress Indicator	Reflection Questions / Statements
Break your strategy and tactics down into action steps. List here the first step you will take to begin to meet this goal. Repeat this for as many steps as are required to meet a goal.	By when will this step need to be completed?  In your plan, list specific dates here. In our examples, we will use generic “weeks 1–2,” and so on, where week 1 is the first week of plan implementation, not the first week of the school year.	What resources are needed to complete this step?	What indicators will you monitor to show progress toward the goal?	I created this column of the chart just for me and any administrators with whom I reflect on progress; I do not include this column when I share the plan with the school. When I build the plan, I will include reflection questions here to consider as each step of the plan is implemented. At the time of any next step and with administrators, we will consider the questions and make notes here.
Include additional steps as needed and fill out the corresponding cells accordingly.				

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<b>Goal:</b>	<b>Goal timeframe:</b>
<b>Strategy:</b>	<b>Tactics:</b>

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