



WHAT YOU WILL DO

The process consists of three steps:

1. Define core instructional priorities, including:
 - Essential Learnings, or standards, that all students will master
 - SMARTE* Goal for the cycle
 - teaching, leadership and organizational strategies you will implement so that all students will master the Essential Learning.

2. Outline interventions for your Focus Students.

3. Develop your week-by-week calendar, including:
 - Essential Learnings to be covered each week
 - formative or diagnostic assessments for each week
 - professional development & collaboration priorities for each week.

Preparing for your 6-12-week Instructional Plan

GUIDE

This booklet provides a simple process for developing a standards-aligned instructional plan for each implementation cycle. The process allows you to execute your annual school improvement plan as a series of 6-12-week “mini-plans”.

By breaking up the plan in this way, practitioners will be able to implement their priorities in manageable “chunks” and will have multiple opportunities throughout the school year to reflect on and adjust their practices based on their experiences.

For example, a school that operates 6-week assessment cycles will have at least five opportunities during the school year to come together to review progress relative to the priorities outlined in the school improvement plan, and to determine

whether everything is still on track or if adjustments are needed. A school that runs 9-week quarters will have at least four opportunities to make mid-course corrections, as appropriate.

It is recommended that the time interval be aligned to the school’s benchmark assessment cycles, or marking periods. This allows teachers, administrators and staff to have fact-based evidence for the Data Summit™ at the end of each cycle.

Once you have developed your 6-12-week standards-based Instructional Plan, you need to implement the plan with fidelity! You may use Eye on the Goal™ tools such as the Classroom Observation Tool, Teachers’ Vital Signs Self-Reflection Tool and the CPR Card™ to support disciplined implementation of your 6-12-week plan

*SMARTE = Specific, Measurable, Achievable, Results-focused, Time-bound, Equitable