

# Planning *for a Strategy*

Name of strategy:

Coordinated School Health component related to this strategy:

Goal that this strategy supports:

Brief description of strategy:

## RATIONALE

### WHY?

*Is there data that shows a clear need?*

### WHAT?

*What do we expect this strategy to do for our students?*

*What are the intended results?*

### RESEARCH?

*What did you read and learn about?*

*How will you apply it to your school and students?*

*Why is this the best approach?*

# READINESS

*How do we know if we're **ready** to implement this strategy?*

Strategy: \_\_\_\_\_

## Possible sources of evidence to determine readiness:

- \_\_\_ Meeting agendas/minutes – CSH team, School Improvement Team, other committees such as parent/community engagement, PBIS, etc.
- \_\_\_ Books/papers about strategy/program/initiative
- \_\_\_ Surveys – Michigan Profile for Healthy Youth (MiPHY), Bully-Free Schools, School Climate, etc.
- \_\_\_ School improvement plan elements
- \_\_\_ Professional development materials
- \_\_\_ Conference/workshop attendance
- \_\_\_ Data collection plan; data analysis
- \_\_\_ Suggestion box ideas collected
- \_\_\_ Focus group interviews – staff, students, parents, community members

**Do stakeholders understand the *need* for this strategy? Can they articulate the research supporting this strategy?**

**YES**

Evidence we have or can easily obtain



How does this evidence show understanding?

**NO**

Evidence we need to gather

**Do stakeholders have a *shared vision and purpose*? Do they have a strong *commitment* to this strategy?**

**YES**

Evidence we have or can easily obtain



How does this evidence show a shared vision?  
Purpose? Commitment?

**NO**

Evidence we need to gather

# READINESS, continued...

*Have stakeholder concerns been identified and addressed?*

**YES**

Evidence we have or can easily obtain



How does this evidence show that concerns have been identified and addressed?

**NO**

Evidence we need to gather

*Will staff and administrators be able to integrate this new work with existing work?*

**YES**

Evidence we have or can easily obtain



How does this evidence show that concerns have been identified and addressed?

**NO**

Evidence we need to gather

**Overall, rate your readiness for this strategy:**

**1**  
Not ready at all

**2**

**3**  
Somewhat ready

**4**

**5**  
Let's go!

**Action steps to increase readiness:**

# KNOWLEDGE & SKILLS

*How will we ensure that staff and administrators have the knowledge and skills to implement the strategy?*

Strategy: \_\_\_\_\_

## Possible sources of evidence of **knowledge and skills**:

- \_\_\_ Minutes of professional conversations
- \_\_\_ Self-assessment checklists
- \_\_\_ Staff surveys
- \_\_\_ Administrator walk-throughs
- \_\_\_ Professional learning agendas, sign-in sheets
- \_\_\_ Program simulations, administrator observations

*How do we know that staff and administrators have a **vision for how practice will change** as a result of this strategy?*

**YES**

Evidence we have or can easily obtain



How does this evidence show a vision for how practice will change?

**NO**

Evidence we need to gather

*How do we know that administrators have the knowledge and ability to **monitor and assess** the strategy's effectiveness?*

**YES**

Evidence we have or can easily obtain



How does this evidence show that there is knowledge and ability to monitor and assess effectiveness?

**NO**

Evidence we need to gather

# KNOWLEDGE & SKILLS, continued...

*Are there sufficient opportunities for staff to learn essential knowledge and skills?*

**YES**

Evidence we have or can easily obtain



How does this evidence show that there are sufficient opportunities for staff to learn?

**NO**

Evidence we need to gather

*Do staff have the ability to apply the acquired knowledge and skills?*

**YES**

Evidence we have or can easily obtain



How does this evidence show that staff have the ability to apply the acquired knowledge and skills?

**NO**

Evidence we need to gather

**Overall, rate your knowledge & skills for this strategy:**

**1**

No knowledge/skills

**2**

**3**

Some knowledge/skills

**4**

**5**

Lots of knowledge/skills

**Action steps to improve knowledge & skills:**

# OPPORTUNITY

*How will we ensure that there is **opportunity** for implementation with fidelity of the strategy?*

Strategy: \_\_\_\_\_

## Possible sources of evidence of **opportunity**:

- \_\_\_ Meeting agenda/minutes
- \_\_\_ Action plans
- \_\_\_ Email correspondence
- \_\_\_ Focus groups and/or anonymous surveys
- \_\_\_ Budget sheets
- \_\_\_ Logs, school schedules
- \_\_\_ Inventories
- \_\_\_ Curriculum pacing guides - i.e. Michigan Model for Health
- \_\_\_ Collaboration models (such as PLCs, Critical Friends Groups, Lesson Study Teams, etc.)
- \_\_\_ Staff meeting results
- \_\_\_ Protocols for reviewing formative assessments

*Is there sufficient **administrative support** to achieve the intended results?*

**YES**

Evidence we have or can easily obtain



How does this evidence show that there is administrative support?

**NO**

Evidence we need to gather

*Is there sufficient **professional learning** during implementation, e.g. modeling, coaching?*

**YES**

Evidence we have or can easily obtain



How does this evidence show that there is professional learning?

**NO**

Evidence we need to gather

*Are there sufficient **resources** - financial, time, staff - to achieve the intended results?*

**YES**

Evidence we have or can easily obtain



**NO**

Evidence we need to gather

# OPPORTUNITY, continued...

*Is there opportunity for staff collaboration?*

**YES**

Evidence we have or can easily obtain



How does this evidence show that there is opportunity for staff collaboration?

**NO**

Evidence we need to gather

*Are structures in place to collect and review implementation data?*

**YES**

Evidence we have or can easily obtain



How does this evidence show that structures are in place to collect and review implementation data?

**NO**

Evidence we need to gather

**Overall, rate your opportunity for this strategy:**

**1**  
No opportunity

**2**

**3**  
Some opportunity

**4**

**5**  
Much opportunity

**Action steps to improve opportunities for implementation with fidelity:**

# IMPLEMENTATION WITH FIDELITY

*How will we ensure that the strategy will be implemented as intended?*

Strategy: \_\_\_\_\_

## Possible sources of evidence of implementation with fidelity:

- |   |   |
|---|---|
| <input type="checkbox"/> Principal walk-throughs                              | <input type="checkbox"/> Lists of acquired resources        |
| <input type="checkbox"/> Number of staff implementing with fidelity           | <input type="checkbox"/> Focus group interviews             |
| <input type="checkbox"/> Model lessons  | <input type="checkbox"/> Debriefing following model lessons |
| <input type="checkbox"/> Surveys  | <input type="checkbox"/> Collegial observations/visits      |
| <input type="checkbox"/> Coaching schedule                                    | <input type="checkbox"/> Training agendas & material        |
| <input type="checkbox"/> Agendas and minutes of common planning time/meetings | <input type="checkbox"/> Program timeline                   |
| <input type="checkbox"/> Records of funds used                                |   |

*Will the non-negotiable or acceptable variations of the elements of the strategy be implemented with fidelity (including timelines and responsibilities), and will data be collected on a regular basis?*

**YES**

Evidence we have or can easily obtain



How does this evidence show fidelity of implementation and collection of data?

**NO**

Evidence we need to gather

*Will unintended consequences be monitored and considered?*

**YES**

Evidence we have or can easily obtain



How does this evidence show that unintended consequences will be monitored and considered?

**NO**

Evidence we need to gather

# IMPLEMENTATION

## *WITH FIDELITY*, continued...

*Will interim adjustments be considered based on implementation and impact data?*

**YES**

Evidence we have or can easily obtain



How does this evidence show that interim adjustments will be considered?

**NO**

Evidence we need to gather

**Overall, rate your implementation with fidelity for this strategy:**

**1**

No implementation with fidelity

**2**

**3**

Some implementation with fidelity

**4**

**5**

Lots of implementation with fidelity

**Action steps to implement strategy with fidelity:**



*How will we ensure a positive impact on student achievement?*

*How will we achieve the measureable objective for all students compared to baseline state and local data?*

*What will we do to ensure the narrowing of the achievement gaps between each of the subgroups and their counterparts?*

*How do we ensure stakeholder satisfaction with the results?*