PRIORITY AREA PLANNING TOOL

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| Purpose | This simplified planning tool provides a focused process for HR/HC to improve **in one priority area** with a sample completed plan. Teams can use this tool when working on a segment of a strategic plan. |
| Intended User(s) | HR/HC Leads and Teams |

STEP 1: IDENTIFY YOUR PRIORITY AREA

| Priority #1 | Answer |
| --- | --- |
| What is the key priority area you want to focus on? | Literacy |
| How does this key priority fit into our district’s broader goals? | Students must be literate to master grade level content and perform at their highest academic ability. |
| Does the long-term strategy impact TEACHER or PRINCIPAL quality? | Teacher Quality  Principal Quality |
| What is our current performance in this priority area? Document baseline performance. | 37% of our students in 10th grade were below grade level in reading according to 2018-2019 ACT Aspire test. |
| How will we measure our progress at the end of the year? List at least one measurable goal. | We will measure our progress at the end of the year by looking for a decreased percentage of students below grade level in reading on the ACT Aspire test. |

STEP 2: OUTLINE YOUR PLAN OF ACTION FOR HR IMPROVEMENT

| What Are the Actions Needed for Improvement? | Lead/ Owner | By When? |
| --- | --- | --- |
| [List all actions needed to make improvement] |  |  |
| Literacy Teachers Working With History and Science teachers to incoprate more literacy into their lessons | Mike McCurry | In Place |
| Connections Tutoring | Jenniet Galvan | August 2020 |
| Literacy Teachers who are going to be working with History and Science Teachers to incorporate more literacy into lessons. | Jenniet Galvan  Madison Casillas  Amanda Baltz  Whitney Crutcher | In Place |
| Level 1 Interventions | All Teachers | August 2020 |
| Remediation/Enrichment Block | Mike McCurry | August 2020 |
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STEP 3: ACTIVELY ENGAGE OTHERS IN SUPPORT OF YOUR PLAN

| Who Must We Engage to Support This Priority? | How? | Lead/Owner |
| --- | --- | --- |
| [List audiences you should engage – e.g., HR team, Superintendent, Principals, etc.] | [List engagement strategies, e.g., sharing data, seeking input on strategies, trainings] |  |
| 7-12 Teachers | Input, Training, Data | Leadership Team |
| 7-12 Students | Input, Data (Scaled) | Mike McCurry |
| District Administration | Input, Data, Finance | Mike McCurry |
| School Board | Data, Finance | Mike McCurry |