**Action Plan Review: Lift/Impact Analysis**

*Building a Shared Understanding of the Work Ahead*

**Objective:** A full action plan review within the first year of implementation will support refinement of the action plans and allow the partnership team to review and vet the scope of work. This helps to ensure that the action plan remains realistic and achievable.

**Who:** Partnership Committee Team (or equivalent leadership team)

**Task:** Organize into small groups of 2-3 (individuals from the district and prep provider should be in each group) with printed and electronic copies of the action plan draft and participate in the review protocol below.

**Time Required**: approximately 2 hours

**Action Plan Review Protocol**

## I. REFLECT ON BEST PRACTICES (45-60 minutes)

*Does your Action Plan reflect the following best practices embedded in its action steps? If so, check the box. If not, revise accordingly.*

* Identifies talent pipeline & district needs (which teacher roles are most critical to the district?)
* Sets initial vision and goals together (# placements, key expectations for program graduates)
* Sets shared expectations for what Supervising Practitioners and candidates should be able to know/do before and after a student teaching placement
* Identifies data to share and drive action
* Jointly selects and trains Supervising Practitioners and strategically places candidates
* Aligns coursework to clinical experiences & the candidate performance assessment (CAP)
* Partnership members communicate and meet frequently
* Assesses progress and outcomes at defined intervals
* Reflects on district needs to drive changes in educator prep program pipelines and systems once the partnership in underway

## II. ACTION STEPS REVIEW: IMPACT/LIFT (45-60 minutes)

*Review your action steps and assess each one with regard to the following:*

* IMPACT: will completion of this step have a large, moderate, or small impact on the effectiveness of your partnership? The quality of your pipeline?
* LIFT: will completion of this step require a large, moderate, or small outlay of resources (time, money, personnel, etc.)

*Chart each action step below.*

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| --- | --- |
| **LIFT 🡪** |  |
| **IMPACT 🡪** |

*Tag each step by Impact/Lift in your action plan:*

* 1 (highest impact/highest lift)
* 2 (moderate impact/moderate lift)
* 3 (lower impact and/or lower lift)

## III. OUTPUTS/OUCOMES REVIEW (15 minutes)

*As you review the outputs/outcomes associated with your partnership’s goals, can you identify the following? If not, revise accordingly.*

* Define the evidence of impact (outcomes) one year out. (What will you be able to point to as evidence of impact?)
* If time… Define the evidence of impact (outcomes) two years out. (What will you be able to point to as evidence of impact?)