

SAMPLE IMPLEMENTATION PLAN

Phase 4 / Step 2

Design team can use this chart as a template in their work to develop a final implementation plan for planned equitable innovations or larger redesign goals. It is completed, modeled after the work of a medium-sized urban district, as an example and shows only one focus area. Complete individual charts for each focus area of your redesign (e.g., project-based learning, performance assessment, social-emotional learning, advisory, etc.) Full implementation plans may include an introductory narrative, a chart like the one below for each focus area, and a section focused on projected outcomes with a plan for evaluating their attainment.

Focus Area: Habits of the Graduate	
<p>The “Why”</p> <p><i>What is the goal of this focus area? How will this priority area improve (equitable) outcomes for students?</i></p>	<p>Students will be lead agents of learning experiences that allow them to learn with purpose and that will empower them to address real-world problems working in collaboration with teachers, practitioners, and community. By establishing common Habits of the Graduate to reinforce schoolwide, we can establish a common language and approach that helps us ensure that all students, especially those currently underserved, graduate ready to engage fully in college, career, and community.</p>
<p>Recommended Activities</p> <p><i>What are the high-level implementation goals for each year?</i></p>	<p>Every SHS student will develop eight habits by the time they graduate, currently drafted as: Critical and Creative Thinking, Growth Mindset, Communication, Collaboration, Postsecondary Readiness, Culturally Competent Citizenship, Physical and Emotional Wellness, and Professionalism. While two habits of focus will be identified for each grade level, ALL habits can be referenced and developed in each grade level. At full implementation, these Habits of the Graduate will be adopted by all faculty and students and embedded in all English, math, science, social studies, world language, health, visual and performing arts, special education, ELE, and CTE courses, and in performance assessments that students complete.</p>
<p>Timeline for Implementation</p> <p><i>What are the action steps needed to achieve the high-level implementation goals each year? When will they take place?</i></p>	<p>June 2020: Host family and faculty feedback forums for draft of Habits of the Graduate</p> <p>August 2020: Habits committee completes final Habits based on feedback</p> <p>Fall 2020: Incorporate Habits into classroom expectations</p> <p>November 2020: Reference Habits in assistant principals’ and counselors’ meetings with students</p> <p>May 2021: Award students for exemplifying the Habits during Academic Awards Night</p> <p>September 2021: Incorporate a section on mastery of specific Habits of the SHS Graduate into Performance-Based Assessment (PBA) rubrics</p> <p>December 2021: All PBA rubrics evaluate students at their end-of-semester PBAs on Habits, and educators have calibrated scoring to ensure fairness</p>
<p>Professional Development and Resource Needs</p> <p><i>What professional development and resources will be needed to support students, staff, and the community through implementation? What other resources are necessary?</i></p>	<p>All staff will be provided the following resource supports in year 1:</p> <ul style="list-style-type: none"> ▪ Sample reflection rubrics for assignments ▪ Signs for classrooms and offices ▪ Add to Program of Studies / Student Handbook <p>PD and resources prior to year 2: teacher mentors are provided with PD, presentation guidelines, and a rubric to help students prepare to present in the final weeks of the semester; training provided to all teachers on task scoring calibration</p>
<p>Policy, Contract, and School Committee Considerations</p> <p>(see Phase 3, Step 3)</p> <p><i>What implementation recommendations will require approval from or negotiations with the school committee, the local union(s), or other governing board(s)?</i></p>	<p>Our school administrators will be negotiating with the district to include an additional page on our report cards that details a student’s progress toward the Habits of a Graduate. An initial meeting is set for September 2020, with the aim of including this page in report cards by December 2021.</p>

