

Action Plan

1. GOAL: Study Michael Fullan Critical Friends' Report and develop a Plan/Do/Study/Act to further the missions of the district and Illinois State University to be implemented over the course of the next three years. Present findings and recommendations by March, 2003				
RELATIONSHIP TO DISTRICT/ SCHOOL GOAL: Continuously improve student and employee performance.				
WHAT? What actions need to be taken to complete the task?	RESULTS? What data or documents will indicate closure or success for each action?	TIMEFRAME ? When will each action be conducted?	WHO? Who needs to be involved with each action?	RESOURCES? What tools/strategies need to be collected, developed or organized to complete the task?
1. Review the Michael Fullan Critical Friends' Report within each organization of the partnership.	Critical Friends Report Listing of Priorities from each of the 7 recommendations	Early September	Liaisons Staff Develop. Supt. Administrator Dir HR	Fullan's Critical Friends Report Each members analysis of the report
2. Schedule a joint review session to debrief and report, identify areas for future study, and determine next steps.	Listing of Priorities Committee Assignments	Mid September	ISU personnel 108 personnel 21 personnel	Fullan's Critical Friends Report Each organizations analysis of the report
3. Develop a timeline for each area to be addressed.	Committee Assignments Timeline	Oct-Nov	Sub committees	Calendars Assignments
4. Assign each area to a task force for development of an action plan.	Committee Assignments Timeline	Oct-Feb	Sub Committees	Calendars Assignments
5. Monitor progress of task force group work.	Progress Reports Meeting of the Dean and Superintendents	Oct-Feb	Sub Committees Dean Supts.	Progress Reports Discussions Visits Meetings
6. Hear report from task force group.	Written Progress Reports	Nov and Feb	Sub Committees	Development of action plan Progress Reports Recommendations

7. Ascertain resources to implement findings of the task force group.	Recommendations Fiscal Needs Available Resources	Feb-May	Dean Depart Chairs Supts	
8. Conduct annual review to measure progress and determine next steps for subsequent year.	Recommendations Budget Personnel	June	All	