Action Plan Template

Purpose: To create a "script" for your improvement effort and support implementation

Directions:
1. Using this form as a template, develop a work plan for each goal identified through the planning process.
2. Distribute copies of the work plan to each member of the team.
3. Keep copies handy to bring to meetings to review and update regularly. You many decide to develop new work plans for new phases of your reform effort.

School & District: Jurupa Hills HS / Fontana Unified SD ***Program/Pathway:*** Arts. Media, & Entertainment

Team Members: 1. V. Uribe 2 M. Bako 3 R. Santiago 4. K. Hardesty 5. J. Griffin

Others: 6. G. Smead 7. R. Hennings 8. T. Zerpoli 9. T. Kennedy 10

Goal: Students will leave Jurupa Hills HS prepared for higher education and/or the workforce with 21st century skills.

	Action Steps *What Will Be Done?*	**Responsibilities** *Who Will Do It?*	**Timeline** *By When? (Day/Month)*	**Resources** *A. Resources Available B. Resources Needed (financial, human, political...)*	**Potential Barriers** *A. What misconceptions or biases exist that may present obstacles? B. How can we overcome the obstacles?*	**Communications Plan** *Who is involved? What methods? How often?*
Step 1	Establish a sequence of courses for pathways	Assistant Principal, Counselors, CTE Department, Department Chair	4/30/2010	A. CTE Director, Start up money, Department Heads, CTE Framework, CTE Coordinator, Advisory Board, B. More funding, equipment, curriculum, supplemental resources, credentialed teachers	A. CTE is only for the kids that are not going to college, Credit recovery, CTE is not appropriate for college preparation, Core Academics in every class, Rigor of CTE programs, Fidelity to academic content and career technical education foundation and pathway standards B. Establish a full inclusion school culture, professional development	Pathway newsletter quarterly, district newsletter, facebook, website, Advisory
Step 2	Buy equipment and materials needed for pathways	Principal, Budget Tech, Principal Secretary, CTE	4/30/2010	A. Purchasing Department, Perkins, ROP Funds, Grants B. More funding, sequence of classes, time	A. Over funded B. Establish a full inclusion school culture, prfessional development	School Site Council, teachers, Student Advisory Board, meetings every month