

## Work 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 needs assessment process. Modify the form as needed to fit your unique context.
2. Distribute copies of each work plan to the members of the collaboration.
3. Keep copies handy to bring to meetings to review and update regularly. You may decide to develop new work plans for new phases of your reform effort.

**Goal: Provide all NW Pennsylvania high school students with access to STEM-content courses and practical, field-based learning experiences. (A2)-Promote the alignment and integrated curriculums with STEM Careers using contextual learning models (i.e., 7 Survival Skills).**

**Results/Accomplishments:** Offer online and onsite STEM courses for students, as well as professional development opportunities (on-site or web based) for teachers to create collaborative, problem-based STEM units of study including, science, math, English, social studies, technology and the arts. Industry/business partners will be consulted to assist in defining the problems/projects that will evidence learning. These units will be shared via an online STEM data base.

Action Steps What Will Be Done?	Responsibilities Who Will Do It?	Timeline By When? (Day/Month)	Resources	Potential Barriers	Communications Plan Who is involved? What methods? How often?
<b>Step 1:</b> Offer STEM online courses for schools who do not offer them onsite	Online provider, i.e. Penn Foster or other	2010/11 school year	A. Penn Foster and/or other online course providers  B. Financial, school district	A. Districts  B. Financial commitment may be an issue	Provide information to districts regarding information of online course providers
<b>Step 2:</b> Offer STEM courses onsite at school	Districts	2010/11 school year	A. Staff according to district availability  B. Staff and planned course/curriculum	A. Districts  B. Financial commitment may be an issue	District decision
<b>Step 3:</b> Provide professional development on 21 <sup>st</sup> Skills	IUs or regional representative provides professional development opportunities	Spring or summer 2010/11	A. Tony Wagner’s book, The Global Achievement Gap  B. Financial, human resource to provide training	A. IUs/region  B. Financial/human resource commitment may be an issue	IUs/regional representative provide information to districts
<b>Step 4:</b> Create partnerships	IUs or regional representative	Spring or summer	A.  B. Human resources via IUs or	A. IUs/region/ business/industry	Districts, business/industry and IU/regional