

OPEPP Partners' Month to Month Action Planning Process

August

Team and consultant will **Begin the Process**

- Complete a Needs Assessment (identifying beliefs around paraprofessionals and comparing how beliefs compare to current practices).
- Create Norms for Meetings
- **Site Coordinators attend Pre Academy**

September

Completing the **Action Planning Process**

- Who, What, When, Where and How will we know we've reached the goal?
- Identifying Terms of Reference
- Creating a Timeline of Action Steps
- Checking in on the team
- **Attend the Fall Academy**

Month to Month Action Planning Process

Partnering Districts Revisit the Action Planning Process throughout the school year.

The team will:

- possibly break into subgroups to accomplish short steps within the action planning process.
- come back to goals at each meeting to ensure we continue to be on track.
- create processes and products of support that are unique to that school system's framework.

The OPEPP Consultant will:

- add to the discussion by offering outside perspective and resources and guidance on process .

October

November

December

January

Check In

February

March

April

May

Completing a **Summary:**

- *Description of Yearly Outcomes*
- *Creating a vision for next year*
- *Checking in on the team*
- **Attend the Spring Academy**

