

**KANSAS STATE DEPARTMENT OF EDUCATION**  
**Plan for Schoolwide Programs**  
**Planning Year 2009-2010**  
**Implementation Year 2010-2011**

*SCHOOLWIDE PLAN – GUIDING QUESTIONS*

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The following guiding questions have been provided to guide the planning team as looks at writing each section of the Schoolwide plan.

**The Planning Team**

- Is there an existing team or committee that can serve as a schoolwide planning team?
- If a new team is to be established, how will its members be recruited, selected and replaced over time?
- How will the planning team develop a collaborative working relationship among its members?
- How will the planning team coordinate with other committees or teams in the school and district?
- How will the planning team communicate with the groups it represents and the parents and community members who have a stake in the success of the school and the schoolwide program?

**The Planning Process**

- Who will be involved in the process?
- Who will assist stakeholders in understanding components of a schoolwide program?
- How will teacher voice and buy-in be achieved?
- What will be the timeline for planning?
- How will the plan be communicated to parents, teachers, and the board of education?
- How will the plan implementation be monitored?

**A Future Oriented Mission**

- What is our purpose?
- What are our expectations for students now and for the future?
- How will we behave to accomplish our work?
- How important is collaboration and partnerships?
- How are we committed to continuous improvement?

**Developing the Vision**

- How will the thoughts and opinions of stakeholders be gathered?
- What will the reformed school look like in terms of student success?
- How will the vision differ from what currently exists?
- Does the vision support the mission of the school?
- How will the vision impact the school's culture?

**Needs Assessment**

- What data needs to be collected to create an entire school portfolio?
- What are the strengths and needs of the current educational program in our school?



- Does the evidence support our assertions about the strengths and needs?
- What are the root causes of both the strengths and needs?
- What more do we need to know? If more information is needed, how will we follow-up?
- How will we identify priorities? What might be possible solutions?
- What were the results of the comprehensive needs assessment?

### **Reform Strategies**

- Are they consistent with the needs of the school?
- Are they scientifically research-based?
- Do the instructional strategies meet the needs of each student?
- Does the school have the capacity to implement the strategy?

### **Highly Qualified Staff**

- Do the qualifications of the staff match the identified needs of the students in the school?
- Have we reviewed the KSDE kick-out report?
- Do all teachers and paraprofessionals in the building meet the standards of No Child Left Behind?

### **Professional Development**

- Is the professional development designed to match the needs of the students/school?
- Is the school's professional development coordinated with other professional development activities the district provides?
- Is the professional development job embedded?
- Does the school incorporate a teacher mentoring program as part of its professional development program?
- Is the professional development on-going and supported with follow-up activities?

### **Parental Involvement**

- Are parents involved in planning, coordinating and evaluating the schoolwide program on an annual basis?
- Are we aware of the Title I requirements for parent involvement? Have they been met?
- Are materials available in languages parents understand?

### **School Context and Organization**

- Does the school have a vision and a mission statement? Are they widely known and understood? Is the vision periodically reviewed to determine if it meets the needs of the school?
- Is the entire school staff involved in decisions about school operations? How?
- Is the school safe and orderly?
- What disciplinary policies exist, and how are these policies enforced?
- What is the school climate? Are staff and student morale high?
- How is the school managed?
- What role(s) does the principal play? Is he or she viewed primarily as an instructional leader? A business manager? A disciplinarian?
- How is the school budget determined, and how are priorities set?
- How are the resources (funds, time, and personnel) currently allocated?
- How are the financial resources prioritized to meet the needs of the school?
- Does the school currently operate with one written plan? Was the plan developed collaboratively? Is the plan followed?

