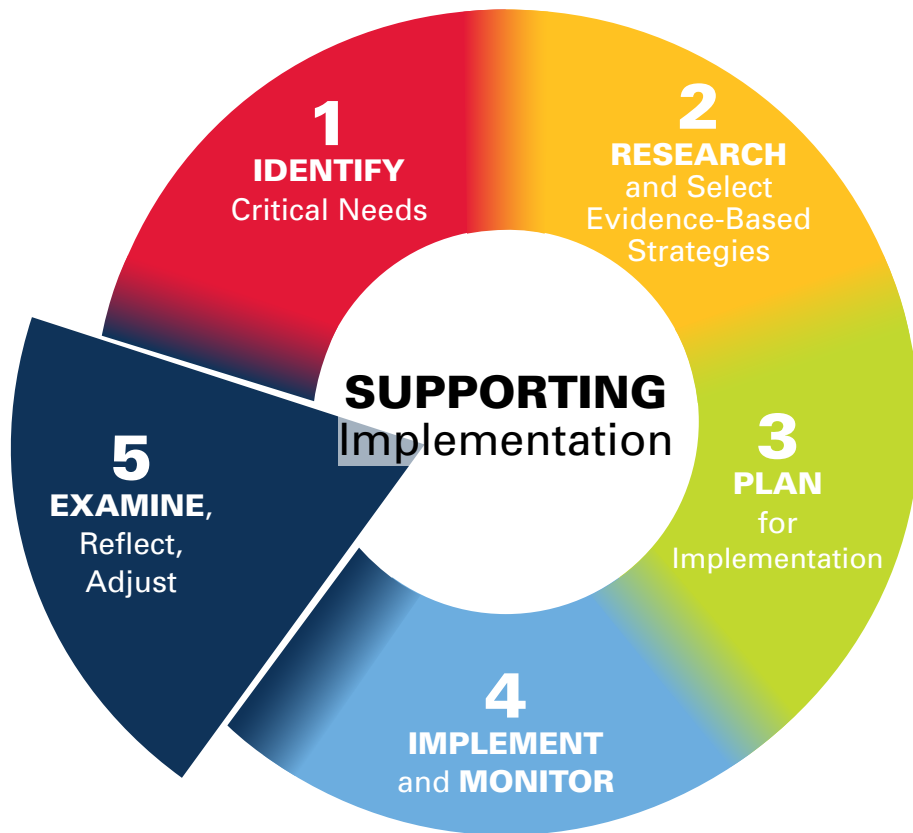


Step 5 EXAMINE, REFLECT, ADJUST



During Step 5, *Examine, Reflect, Adjust*, teams ask themselves:

- Where did we start?
- Where are we now?
- Where do we go next?

Teams examine and reflect on:

- Goal Achievement – Was the intended outcome reached?
- Implementation – Were strategies implemented as designed?
- Communication – Was information shared?

Teams adjust by:

- Identifying next steps.

DLT

Determines if the implemented evidence-based strategies had the expected district outcomes.

- Examines and evaluates implementation of adult practices and their impact on student performance;
- Reflects on successes to replicate and practices to improve; and
- Adjusts as needed.

BLT

Determines if the implemented evidence-based strategies had the expected building outcomes:

- Examines and evaluates implementation of adult practices and their impact on student performance;
- Reflects on successes to replicate and practices to improve; and
- Adjusts as needed.

TBTs

Determine if implemented evidence-based strategies had the expected team outcomes:

- Examine and evaluate implementation of adult practices and their impact on student performance;
- Reflect on successes to replicate and practices to improve; and
- Adjust as needed.

Examine, Evaluate and Reflect on Goals

During the planning process, teams created SMART goals (Specific, Measurable, Attainable and Achievable, Realistic and Relevant, and Timely). Teams will use collected evidence to determine if goals were met, exceeded or not met. Teams examine and reflect on how well the student progress data predicted the summative data.

Examine, Evaluate and Reflect on Implementation

Thorough implementation occurs when the set of actions and strategies are implemented as designed, with accuracy and consistency.

When examining, evaluating and reflecting, ask the following questions:

Examine Implementation

- Are strategies being implemented as intended?
- Are critical actions or tasks missing?
- Are all buildings consistently implementing action steps?
- Are there sufficient resources to support implementation, such as human, financial, material and technical?

Evaluate and Reflect on Implementation

- Why was implementation fully, partially or not successful?
- Has the strategy had enough time or support for implementation to have an impact?
- Are the actions occurring as planned, for example, are timelines being met and are resources available and in use?
- Is the timeline for adult implementation and student performance indicators realistic and attainable?
- Was the strategy the correct strategy to reach the goal?
- What can the organization do, moving forward, to ensure intended implementation?

Adjust: Recommendations for Future Plan Improvements

Based on the team's examination, evaluation and reflection of goals and implementation, it recommends continuing, modifying or eliminating practices. This could include changes to progress monitoring tools, professional learning, resource allocation and human capital alignment.

If analysis shows that implementation was not systematic across the district or school, the team must identify gaps and include in the plan action steps to ensure effective implementation.

If the practices are meeting or exceeding expectations, the organization should continue them and expand the plan to include additional classrooms or schools.

Organizations modify or eliminate strategies when they confirm the strategies were fully implemented as intended yet expected improvements did not occur. Teams also should consider eliminating a strategy when the resources or efforts needed for full implementation exceed the benefit received.