

Action Planning for Implementation





SSIP Interactive Institutes

Albuquerque, NM; April 29-30, 2015

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Jacksonville, FL; May 12,-13, 2015

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Chicago, IL; May 27-28, 2015
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Session Outline

- What is action planning?
- Organizing to Plan
- Action Plan Criteria
- Developing a good action plan
- State Time
- Discussion



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What is Action Planning?

Proposed SSIP Activities by Phase

Year 1 - FFY 2013 Delivered by Apr 2015	Year 2 - FFY 2014 Delivered by Feb 2016	Years 3-6 FFY 2015-18 Feb 2017- Feb 2020
Phase I Analysis	Phase II Development	Phase III Evaluation and Implementation
<ul style="list-style-type: none"> • Data Analysis; • Description of Infrastructure to Support Improvement and Build Capacity; • State-identified Measureable Result; • Selection of Coherent Improvement Strategies • Theory of Action 	<ul style="list-style-type: none"> • Multi-year plan addressing: <ul style="list-style-type: none"> • Infrastructure Development; • Support EIS Program/LEA in Implementing Evidence-Based Practices; • Evaluation Plan 	<ul style="list-style-type: none"> • Reporting on Progress including: <ul style="list-style-type: none"> • Results of Ongoing Evaluation • Extent of Progress • Revisions to the SPP

Phase II SSIP Improvement Plan

Plan

- Goals, Activities with timelines and resources
- Align, leverage and partner
- Expected outcomes and scaling up of evidenced based practices

Evaluation

- Short and long term objectives
- Collect and analyze data
- Progress towards goals
- Engage and Communicate with stakeholders

Phase I SSIP

Theory of Action



Specific Focus for Improvement including Measurable Child and/or Family Result

Data Analysis

Infrastructure Assessment

Primary Concern(s)/Focus(es)

Broad Data Analysis

Broad Infrastructure Assessment

Getting Started/Preparation

What is Planning?

- Planning is an organizational management activity that is used to:
 - Set priorities
 - Focus energy and resources
 - Ensure that employees and other stakeholders are working toward common goals
 - Establish agreement around intended outcomes/results

Why an SSIP Plan?

- Your plan will define how you will *achieve measurable results* for children with disabilities by strengthening your infrastructure, and implementing evidenced based practices.
 - Based on stakeholder engagement and input
 - Builds on all information gathered during Phase 1
 - Reflect the activities in the Theory of Action

Why an SSIP Plan? (cont'd)

Your plan will define *how* you will implement SSIP, including:

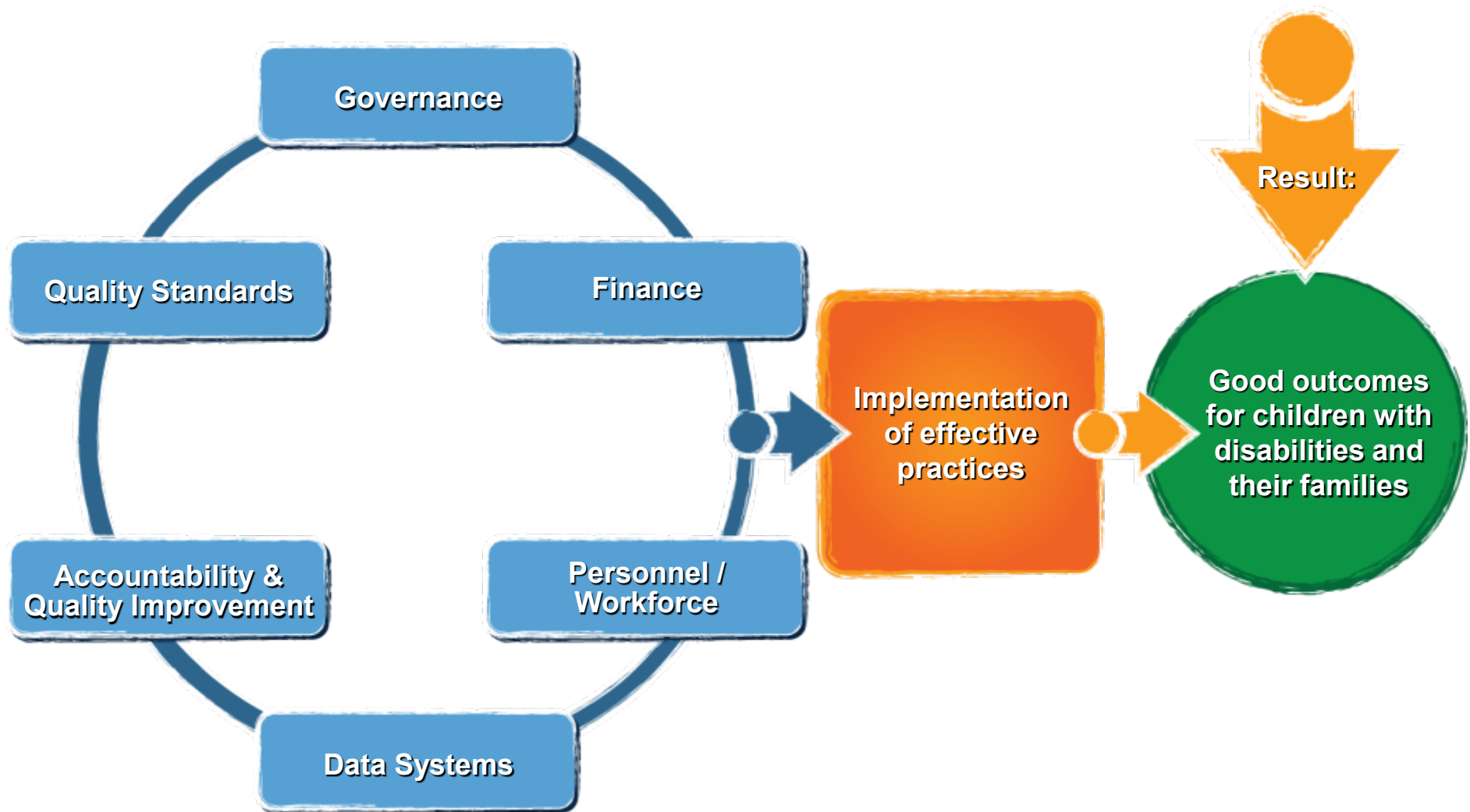
- Identification of the actionable steps, mechanisms and resources for implementing the improvement strategies
- The timelines for beginning and completing the improvement strategies



What you plan you implement!



What Results will Your Plan Achieve?



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Organizing to Plan

Organizing to Plan - Considerations

- What do we want to accomplish?
- What expertise do we need to help us plan and implement our improvement strategies/activities?
 - Do we need more people with expertise in our SIMR topic?
 - Do we need people with expertise in using the active implementation frameworks?
- Who should our partners/stakeholders be?
- Is the planning structure we used to develop for Phase I effective for Phase II?

Organizing to Plan – Potential Resources

- What resources do we need/have available?
Suggested potential resources include:
 - Active Implementation:
 - AI Hub - <http://implementation.fpg.unc.edu/>
 - ECTA Intensive TA for Implementing, Sustaining and Scaling up Evidence-based Practices to Improve Child Outcomes - http://ectacenter.org/implement_ebp/implement_ebp.asp
 - ECTA Considerations for Implementing Systems Change - <http://ectacenter.org/sysframe/implement.asp>

Organizing to Plan – Potential Resources (cont'd)

- System Frameworks (early childhood):
 - ECTA - <http://ectacenter.org/sysframe/>
 - DaSy - <http://dasycenter.org/resources/dasy-framework/>
 - ECO Child Outcomes - http://ectacenter.org/eco/pages/frame_dev.asp#SelfAsses
- Evidence-based Practices
 - DEC Recommended Practices <http://www.decrecpractices.org/>
 - Identifying Educational Practices Supported by Rigorous Evidence
<https://osep.grads360.org/#communities/pdc/documents/5772>

Discussion

- What have you thought about regarding organizing your work for Phase II? How are you planning to use the information from Phase I to complete Phase II?



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Action Plan Criteria

Action Plan Criteria

Action Plan criteria must:

- Be based on content in SPP/APR Indicators 11 and 17
- Incorporate concepts/aspects of active implementation
- Focus on improving systems and practices
- Include evaluation

Phase II - Improvement Plan: *Infrastructure Development*

Improvements to infrastructure to better support EIS programs/LEAs to scale up evidence-based practices to improve SiMR



Phase II - Improvement Plan: *Infrastructure Development (cont'd)*

Infrastructure development must include:

- Who will implement infrastructure changes
- Resources needed
- Expected outcomes
- Timelines
- Steps to further align/leverage current improvement plans/initiatives
- Involvement of other LA/SEA offices and other agencies

Phase II - Improvement Plan: *Evidence-based Practices*

- How the State will *support* LEAs/EIS programs and/or EIS providers in *implementing the evidence-based practices* that will result in changes in LEA/EIS program, school, and provider practices to achieve the State-identified Measurable Result(s)



Phase II - Improvement Plan: *Evidence-based Practices (cont'd)*

- Evidence-based practices section must include:
 - Steps and activities that support implementation of improvement strategies
 - Communication strategies and stakeholder involvement
 - How barriers will be addressed

Phase II - Improvement Plan: *Evidence-based Practices (cont'd)*

- Who will be in charge of implementing
- How activities will be implemented with fidelity
- Resources that will be used
- How expected outcomes of strategies will be measured
- Timelines
- Involvement of other LA/SEA offices and other agencies

Phase II - Improvement Plan: *Evaluation*

- The plan to evaluate implementation includes:
 - Short-term and long-term objectives to measure implementation and impact on results
 - Long-term objectives for children exiting Part C (Part C requirement)
- Plan must be aligned with:
 - Theory of Action
 - Other components of SSIP



Phase II - Improvement Plan: *Evaluation (cont'd)*

- Plan must include:
 - How stakeholders will be involved
 - Methods to collect and analyze data on activities and outcomes
 - How State will use evaluation results to:
 - Examine effectiveness of implementation plan
 - Measure progress toward achieving intended outcomes
 - Make modifications to plan
 - How results of evaluation will be disseminated

What the plan might look like

- Vision
- Mission
- Program/Initiative Goals

SSIP Plan

- ***State Identified Measureable Result***
- ***Theory of Action***
 - ***Targets*** (five years)
 - ***Improvement Strategies***
 - ***Steps and Activities*** (short and long term)
 - ***Timelines*** (five years)
 - ***Evaluation of progress***

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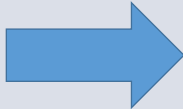

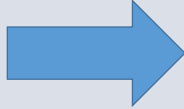


Developing a Good Action Plan

Begin with the End in Mind

What are the desired results or outcomes for children and/or families?

What Activities Support the Strategies and Implement the Theory of Action?

<p>What activities will be implemented to ensure state system supports local systems and implementation of desired practices?</p>	<p>What activities will be implemented to ensure local systems support practitioners?</p>	<p>What activities will be implemented to ensure effective training, TA, coaching and other supports related to desired practices ?</p>	<p>What activities will be implemented to ensure practitioners have relevant knowledge and implement aligned practices?</p>	<p>What are the desired results or outcomes for children and/or families ?</p>
<p><i>State Supports</i></p>	<p><i>Local supports</i></p> 	<p><i>Professional Development</i></p> 	<p><i>Core Competencies</i></p> 	<p>Achieve the SIMR</p>

Clear Steps/Activities to be Implemented

- Address issues at all levels of the system
- Address aspects of the infrastructure that must be improved including resources needed and timelines
- Address how they will be aligned with initiatives and current improvement plans
- Address the root causes impacting the SIMR
- Identify communication strategies (to facilitate buy in) and stakeholder engagement

Develop Improvement Activities:

- Improvement activities are the specific actions that lead to the measurable results of your program.
- Activities are SMART:
 - Specific
 - Measurable
 - Attainable
 - Realistic
 - Timed

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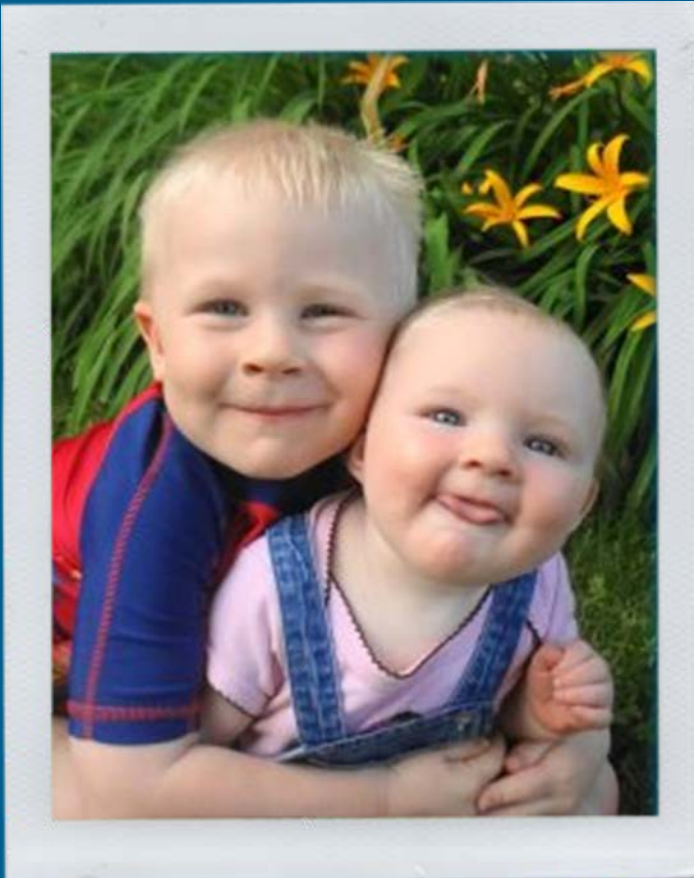


State Work Time

State Work Time

- Use the sample action plan template (on table) and initiate developing an initial improvement plan based on your theory of action (do this individually)
- At table, discuss:
 - What in the template was a strength
 - If this template should be adapted as a sample template for the SSIP plan. If so, identify what in the template needs to be modified (including new information added) for use with the SSIP.
 - Be prepared for full group discussion

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Discussion

Discussion Questions

- What template did you use?
- What in the template worked well?
- Would you suggest this template be adapted as a sample template for the SSIP plan? If so, identify what in the template needs to be modified (including new information added) for use with the SSIP.



Overall Suggestions for Template

- What overall suggestions do you have regarding content that should be included in any sample action planning template that is developed?



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This presentation was supported by a grant from the U.S. Department of Education, #H373Y130002. However, the contents do not necessarily represent the policy of the Department of Education, and you should not assume endorsement by the Federal Government.

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