

## OUTLINE FOR DISTRICT COMPREHENSIVE BIRTH-GRADE 12 LITERACY PLAN

- I. **District Context** (*Explain and describe the district and the community it serves. Explain in broad terms the current state of literacy support and service for families and learners*)
  1. What services are families currently using that support literacy development for children beginning at birth?
  2. What professional learning around literacy practices does the district currently support?
  3. What evidence do you have to suggest that learners and families the district serves are in need of additional support in the area of literacy?
  
- II. **Needs Assessment** (*Explain and describe the literacy needs assessment and process the district used to inform creation of this plan*)
  1. Who was involved in gathering data and determining scores on the assessment?
  2. When did meetings occur?
  3. Describe assessment findings:
    - A. Describe findings in the area of *Leadership*
    - B. Describe findings in the area of *Community and Partnerships*
    - C. Describe findings in the area of *Standards-Aligned Curriculum*
    - D. Describe findings in the area of *Standards-Aligned/Evidence-Based Instruction*
    - E. Describe findings in the area of *Transitions*
    - F. Describe findings in the area of *Data-Based Decision-Making*
    - G. Describe findings in the area of *Professional Learning*
  4. How were goal areas selected?
  5. How were timelines and budgets determined?
  
- III. **Goal 1** (*Explain and describe Goal 1*)
  - A. Explain and describe data used to inform Goal 1
  - B. Explain and describe a plan for addressing Goal 1:
    1. Thorough description of what will be done and who will be impacted
    2. Timeline for implementation
    3. Staff who will be responsible, accountable, consulted, and informed
    4. Plan for monitoring implementation efforts and making needed adjustments
    5. Plan for determining impact of actions
  
- IV. **Goal 2** (*Explain and describe Goal 2*)
  - A. Explain and describe data used to inform Goal 2
  - B. Explain and describe a plan for addressing Goal 2:

1. Thorough description of what will be done and who will be impacted
2. Timeline for implementation
3. Staff who will be responsible, accountable, consulted, and informed
4. Plan for monitoring implementation efforts and making needed adjustments
5. Plan for determining impact of actions

V. **Goal 3** (*Explain and describe Goal 3*)

- A. Explain and describe data used to inform Goal 3
- B. Explain and describe a plan for addressing Goal 3:
  1. Thorough description of what will be done and who will be impacted
  2. Timeline for implementation
  3. Staff who will be responsible, accountable, consulted, and informed
  4. Plan for monitoring implementation efforts and making needed adjustments
  5. Plan for determining impact of actions

*(\*Districts are encouraged to select 3 to 5 literacy goals. The plan should include information as shown above for each selected goal).*

IV. **Concluding Statement**