


Figure 5.4. Plan-Do-Study-Act Cycle of Reflection and Action

Process	
Plan	<p>The Plan phase is sometimes referred to as the Assess and Analyze phase. Leaders will answer the following questions: (1) Where do we/I want to go? (2) Where are we now? and (3) How do we get there?</p> <ul style="list-style-type: none"> • Teams will develop a vision statement of high-quality mathematics through the lens of coaching. This statement is intended to influence thinking and decisions. • Create a list of strengths and weaknesses in achieving the vision and create a list of opportunities and challenges. • Analyze current reality in terms of student achievement. • Set goals/targets and develop strategic priorities that will help us achieve our vision statement. • Identify annual goals that support each of the top strategic priorities (3- to 5-year plan). • Determine the timeline, resources, strategies, and people necessary to meet the annual goals under each of the strategic priorities. • Determine milestones to ensure everyone stays on course while implementing the plan.
Do	<p>The Do phase is where all of the action takes place.</p> <ul style="list-style-type: none"> • Implement strategies and engage in professional learning. • Provide ongoing feedback and time for reflection.
Study	<p>The Study phase is sometimes referred to as the Monitor phase.</p> <ul style="list-style-type: none"> • Gather and review relevant data. • Regularly monitor progress and recommend revisions to the plan, if needed. • Continually evaluate all decisions to make sure they support the plan, providing feedback to the strategic planning team on their implementation.
Act	<p>The Act phase is sometimes referred to as the Reflection or Revision phase.</p> <ul style="list-style-type: none"> • Assess progress toward goals or targets. • Review the strategic plan annually with all members, including the vision statement, strategic priorities, and annual goals, and revise it as needed. • Repeat the full strategic planning process every 3 to 5 years to create a new plan or uphold the current one.

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