Action Plan Template

**Goal:** (Identified goal you are addressing with this strategy)

**Pronged Strategy:** (Create an action plan for each strategy in your Positive School Discipline Plan)

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| **ACTION STEPS** | **PERSON(S) PARTNERS RESPONSIBLE** | **RESOURCES NEEDED INTERNAL/EXTERNAL** | **PROGRESS INDICATED AT BENCHMARK** | **COMPLETION DATE** | **EVIDENCE OF IMPROVEMENT** |
| What you’ll need to do to implement | Who is responsible for | What resources you’ll | How you know that you | When you | The result of |
| the strategy | carrying out each action step | need both internally and externally to complete each action step | have made progress on each action step | expect to complete each action step | completing each action step |
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