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| **School:** |       | **Meeting Dates:** |       |
| **Team Members:** |       |
| **Establish a Priority and Define the Desired Outcome** |
| Guiding questions to consider when reviewing SAM data:* Which domains represent areas of strength for our school?
	+ How might we celebrate or recognize these strengths?
* Which domains represent potential areas for improvement?
	+ Which SAM items within those domains are contributing to the lower domain rating?
* Which domain or SAM items should we prioritize for improvement (record below)?

Consider the following:* + Which is most foundational?
	+ Which is most impactful?
	+ Which is actionable?
* How will addressing these prioritized areas align with school improvement goals?
 |       |
| Prioritized domain or SAM item(s): |       |
| Desired outcome, by when, and how it will be measured: |       |

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| **Action Plan to Improve Implementation** |
| **Action/Activity** | **Who is responsible?** | **By When?** | **Status:****In-Progress or Complete** |
|       |       |       |       |
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| **Evaluation of Action Plan and Next Steps** |
| Were all actions/activities completed?Did we make improvements within the identified domain or SAM item(s)?What are our next steps? |       |