

COVID-19 Recovery and Acceleration Planning
Part 1 Workbook, Overview
Spring 2021

Context

In the midst of the ongoing challenges presented by SY21, education leaders across the country are also taking on the essential work of planning for this summer and next school year. The purpose of this workbook is to provide a high-level planning process and strategic considerations that leaders at all levels of the ecosystem can use to plan for the next 12-18 months.

This Google Sheets file contains "ready to use" templates and resources aligned to this proposed planning approach. It is important to note that what is essential to each of these phases are **the key outputs**. The detailed planning steps and supporting tools are meant to be *in service* of those key outputs. Do not hesitate to modify the process, format and tools as needed.

How to Use This Toolkit

Review the phases of work outlined in the table below to understand the overall process. Then move to the next tab (Phase 0) to complete your project set up, including determining timeline, team composition, guiding principles, etc. After that, move to the next tab to access the detailed directions for **Phase 1: Analyze Student Data**. Follow the directions written in **black** and fill in the **light grey cells** with your team's responses. Links to **additional resources** to support your thinking are provided in **blue**. The **key output(s)** for each step is emphasized in **green**. Repeat this process for each tab in this toolkit. You will likely wish to make a copy of this in Google Sheets and share with your team to allow for collaboration.

Phase	Essential Question	Description	Key Output	Supporting Tools
0. Project Set Up	How will we organize ourselves to do this work?	Determine team members, timeline, meeting schedule, and guiding principles for Part 1 of your COVID-19 Recovery and Acceleration Planning	Team Members, High Level Timeline, Meeting Schedule, Guiding Principles	Project Plan
1. Analyze Student Data	What is the data telling us?	Review latest available student data to identify both bright spots and areas to prioritize for improvement	Summary of Bright Spots and Areas for Improvement in Student Performance	Data Reflection Tool
2. Understand Stakeholder Needs	What is our community telling us?	Capture stakeholder input on priorities and preferences for next year	Synthesis of Community's Priorities and Preferences for Next Year	Stakeholder Engagement Planning Tool
3. Make Key Decisions	What is our high level plan to address our community's needs over the next 12-18 months?	Use student outcomes and stakeholder input to determine virtual or hybrid staffing / school model(s), learning acceleration strategies, and prioritized student groups for '21-22.	Decisions on 1) Virtual/Hybrid Offerings 2) Learning Acceleration Strategies and 3) Prioritized Student Groups	Key Decisions Tracker
4. Identify Short Term Actions	What needs to happen in the next 1-2 months to make this plan possible?	Based on the key decisions made in Phase 3, identify and plan for time sensitive next steps that need to be taken in the next 1-2 months to enable implementation of the SY '21-22 plan.	Next Steps on a Clear Timeline	Short Term Action Task List
5. Align to Other Work	How does our Recovery and Acceleration plan connect to other work in our LEA?	Map out how selected strategies cohere with other work that is underway in the LEA	Outline of Connections between this Plan and other Initiatives	Existing Initiative Coherence Map
6. Share Plan with Community	What have we decided and why?	Summarize rationale for models offered, prioritized student groups, learning acceleration strategies selected in a plan for the community.	Summary of SY '21-22 Plan for Stakeholder Input	Summary Presentation