

IMPROVEMENT ACTION PLAN

Template

Leaders use the prioritized actions from the Survey Results Rollout Meeting to create an Improvement Action Plan. Use this template to create your Improvement Action Plan.

Pillar (Strategic Area)	Annual Goal	Priority	Action Items	Progress Results	Responsible Person

Progress Monitoring: The key to improvement is progress monitoring your actions as a leader. Examples for progress monitoring include: **(Yes/No) Ballot** with a question about each action at the end of a staff meeting, **Pulse Check Survey** to rate each action sent via email or weekly communication, and **Stoplight Vote** (Green, Yellow, Red) for each action at the end of a staff meeting.