



Pre-Implementation Checklist

Pre-Implementation Checklist for Redesign and SRCL Plans

School systems with approved redesign and SRCL plans have taken an important first step towards improving outcomes for students in struggling schools. All school systems with approved SRCL plans have complete, cohesive plans for curriculum, professional development and assessments in ELA. School systems with approved redesign plans have complete, cohesive plans in these areas in math as well. These plans will help school systems ensure that all teachers are using high-quality materials every day.

The Department is committed to providing pre-implementation support to school systems with approved redesign and SRCL plans. Department staff will work with school systems before the start of the 2018-2019 school year to complete six pre-implementation milestones. School systems should use this document to identify the school system staff person responsible for each milestone.

Pre-Implementation Milestones	Rd 1 Deadline	Rd 2 Deadline	Complete when...	School System Owner
Milestone 1: School system develops list of staff responsible for each component of curriculum, professional development, assessment, and teacher pipeline partnership pre-implementation.	April 12	July 5	List of staff complete	
Milestone 2: School system uploads approved budget into eGMS.	April 12	July 5	Budget uploaded	
Milestone 3: School system purchases curriculum, necessary supporting materials (e.g. technology), and assessments.	April 26	July 12	Reimbursement requested in eGMS	
Milestone 4: School system creates calendar for curriculum training by professional development vendors for all teachers.	April 26	July 12	Calendars to network POC	
Milestone 5: School system signs MOUs with preparation providers to meet workforce needs in redesign schools.	May 24	July 12	MOUs to network POC	
Milestone 6: School systems distributes curriculum and necessary supporting materials to classrooms and removes old materials.	June 14	July 19	Network POC confirms that the right materials are in place	