



**NH STEPS TO SUCCESS WORKSHOP For  
TITLE I PRIORITY AND FOCUS SCHOOLS  
AUGUST, SEPTEMBER 2013**

**HOMEWORK CHECKLIST:**

- Consult with District leaders, respected advisors and appropriate DOE state lead to decide whether to contract with an external coach.
- Check login access for Indistar workspace. Wander and explore the workspace.
- Recruit or reconvene leadership team (LT). Enter names, roles in Indistar workspace.
- Designate a “process manager” to manage input, retrieval from the online workspace.
- Establish LT schedule, agree on norms.
- Complete comprehensive data review (local and state data; with data facilitator as needed).  
Optional: engage staff in activity to draft student performance profiles for incoming classes.
- Complete the baseline *Summary of Local Achievement Data* and post in Indistar File Cabinet.
- Complete CROSSWALK between existing school plan(s) and NH Turnaround Indicators.  
Identify priority indicators to be examined (with external coach support as needed).
- FOCUS Schools: Complete ASSESS (or RE-ASSESS) and PLAN (or Review existing PLAN) for Turnaround Indicator ID10. Process Manager post discussion notes and decisions.
- Complete and Submit *September Monthly Report* (DASHBOARD ➤ FORMS TO COMPLETE)
- Watch for invitation and register to attend first StS web meeting, **September 19, 2:00 – 3:30** pm.