



OSE Implementation Planning Guide

This guide will allow you to think about the important planning for continued implementation of high quality instructional materials.

Science Vision & Goals

With your implementation team, revisit your vision and goals for the following academic year. Use the [OEI Goal Setting and Action Planning Tool](#) to support your planning.

1. What is your **Science vision** in your school/district? Conduct a [SWOT analysis](#) in relation to your science vision.
2. What are your [yearly goals](#) for implementing OSE?

School & District Team Roles & Responsibilities:

Use the space below and the [Champions Role](#) document to identify who owns each role, and what their responsibilities entail. Whoever is responsible for ordering kits, refer to this [folder](#) for more guidance.

Role	Responsibility

Scope and Sequence

Use this [scope and sequence guidance document](#) to help guide your unit planning for grade 6 - 8 scope and sequence for the year. Keep it as simple and flexible as possible.

Professional Development Plan

Research indicates that teachers need ongoing professional learning to successfully implement HQIM

- Develop instructional goals and questions with the instructional team prior to attending PD
- Consider vacancies, new hires, support staff, instructional leaders, and the budget
- Register using the preferred PD provider for your school/district ([Example: Summer 2024 PD](#))

Systems and Structures for Collaboration

It is **strongly recommended** to allocate grade-level team time before and after each PD for teachers to unpack the unit (assessments, standards, storyline, student supports). Additionally, Common Planning Time or other opportunities to collaborate has been key to success. These [Sample Meeting Agendas](#) may help with planning in-district PL times. Consider:

- When are your in-district PL opportunities?
- What common planning times are built into the school year and your daily/weekly schedule?
- How will these professional learning times be optimized throughout the year?

Additional Resource Links

- [Turnover Guidance](#)
- [Pacing Guidance](#)
- [Defining Leadership article](#)

****For all planning purposes, share your thought process, collect any questions, and finalize next steps.**

