**Discussion Guide Planning Template B**

**Professional Development/Personnel and Communication Planning**

Consider your planned school improvement actions and strategies. Identify the teams and team members who will lead the implementation and development of knowledge, skills, and attitudes needed for success. Discuss and list specific steps and actions that school staff members will take to develop the knowledge, skills, and attitudes for each group below.

Use when deciding if the right people are “on the bus.” The Matrix follows a process to identify stakeholders with the knowledge, skills, and attitudes to successfully lead and staff a successful program.

<table>
<thead>
<tr>
<th>Group</th>
<th>Actions to Develop the Requisite Knowledge for Success</th>
<th>Actions to Practice the Requisite Skills for Success</th>
<th>Actions to Develop the Requisite Attitudes for Success</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leadership Team/Steering Committee</td>
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<tr>
<td>Faculty Colleagues</td>
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<td>District Personnel</td>
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<tr>
<td>Parents</td>
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<td>Students</td>
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<tr>
<td>Community Leaders</td>
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<tr>
<td>Others (list them)</td>
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<td></td>
<td></td>
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</tbody>
</table>