**TOOL: Continuous Improvement Template**

This continuous improvement template is designed to be used by an SEL team to drive the learning process about schoolwide SEL. It follows a Plan-Do- Study-Act cycle to guide learning. The template can be completed during SEL team meetings that focus on continuously improving the approach to SEL.

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| **PLAN:** |
| What problem of practice will be addressed? |
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| **Continuous improvement aim:**  *What is hoped to be achieved through this PDSA cycle?* |
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| **Innovation to be tested:**  *What change will be put into practice to achieve the aim?* |
| Describe who will be implementing the innovation: |
| How long will the innovation be implemented before moving to the next step? |
| What data source(s) will be used to determine extent to which aim is achieved? |
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| Based on the identified data sources, what metrics would be an indicator that the innovation is successful? |
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| **DO:** |
| What are high-level observations from implementing the innovation?  “To what extent did everything go as planned?” |
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| **STUDY:** |
| Team utilizes ATLAS Looking at Data Protocol to guide data inquiry discussions.  *Please summarize Implications for Practice that the team generated through use of the protocol here.* |
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| **ACT:** |
| Team utilizes ATLAS Looking at Data Protocol to guide data inquiry discussions.  *Please summarize Next Steps that the team generated through use of the protocol here.* |
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**Collaborating closely with out-of-school time partners?** See the [OST-enhanced version of this tool](http://schoolguide.casel.org/uploads/2019/01/tool-continuous-improvement-template_OST.docx?utm_source=Resources-OST&utm_medium=Download&utm_campaign=OST_Links). ([http://bit.ly/2VXbCW9](http://schoolguide.casel.org/uploads/2019/01/tool-continuous-improvement-template_OST.docx?utm_source=Resources-OST&utm_medium=Download&utm_campaign=OST_Links))