# Team Action Report Form

**SMART 2011-2012 Academic Year & Summer Team Report**  
(print this form and update it, print additional pages if needed, and submit it to Project SMART, beth.canale@oswego.edu)

### Team Members:

### Team Name (For example, Delaware Elementary):

### Write the number of Teacher participants for each period.

<table>
<thead>
<tr>
<th>Academic Year #'s</th>
<th>Both Summer &amp; Year #'s</th>
<th>Summer Institute #'s</th>
</tr>
</thead>
</table>

### Team location and focus (For example, Delaware—ESL literacy)

### Data collected and analyzed on teacher learning (For example, faculty surveys, and teacher reflective journals):

### Data collected and analyzed on student learning (For example, annual literacy assessments/NYS report card disaggregated data for 4th grade ELA, analysis of rubric scores on students writing samples each quarter for students in versus not in the program).

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Revised 4/19/12
### Action Plan for 2012-2013—Everyone

<table>
<thead>
<tr>
<th>Action</th>
<th>Rationale</th>
<th>Responsibility</th>
<th>Timeline</th>
<th>Evaluation</th>
<th>Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>Describe a leadership project (ACTION) you plan to undertake.</td>
<td>Describe the Rationale for the project.</td>
<td>Who is responsible for each action/Component?</td>
<td>During what months will you complete each action?</td>
<td>How will you know if the action has made a difference? What data will you collect? How will you gain feedback about your leadership of the initiative?</td>
<td>What resources will you need for this action? What costs, if any will be incurred? What are possible sources of funding for these resources?</td>
</tr>
</tbody>
</table>