

Action Plan Worksheet for

(name of school or community group)

Academic/ Learning	Where We Are	What We Want to Be	Necessary Changes/ Goals	Actions to Take	Person Responsible	Committee	Deadline

This chart also appears in "Promising Practices in Character Education," edited by Phillip Fitch Vincent (New View Publishing, 1996).

Action Plan Worksheet for

_____ *(name of school or community group)*

Physical	Where We Are	What We Want to Be	Necessary Changes/ Goals	Actions to Take	Person Responsible	Committee	Deadline

This chart also appears in "Promising Practices in Character Education," edited by Phillip Fitch Vincent (New View Publishing, 1996).



Action Plan Worksheet for

_____ (name of school or community group)

Social/ Emotional	Where We Are	What We Want to Be	Necessary Changes/ Goals	Actions to Take	Person Responsible	Committee	Deadline

This chart also appears in "Promising Practices in Character Education," edited by Phillip Fitch Vincent (New View Publishing, 1996).

Action Plan Worksheet for

_____ *(name of school or community group)*

Character	Where We Are	What We Want to Be	Necessary Changes/ Goals	Actions to Take	Person Responsible	Committee	Deadline

This chart also appears in "Promising Practices in Character Education," edited by Phillip Fitch Vincent (New View Publishing, 1996).



Academic Domain

Conditions	Outcomes
Qualified, committed teachers and staff Instructional techniques that engage students Quality resources (books, computers, equipment) Facilities and environment conducive to learning Supportive/engaged parents and community Instruction on study and time management techniques Systems promoting integrity and preventing cheating, plagiarism, etc.	Competent to grade level standards Analytical, reasoning and problem solving skills Good judgment Growth mindset: "I can learn." Belief that education matters Love of learning Interest in higher education

Moral & Ethical Domain (Character)

Conditions	Outcomes
Culture of character where all school personnel teach, enforce, advocate and model identified life-skill and moral character virtues (such as goal-setting, perseverance, self-discipline, and commitment to excellence)	Core life skill and ethical character traits, such as trustworthiness, respect, responsibility, fairness, caring and citizenship

Physical Domain

Conditions	Outcomes
Provide a physical space that is clean, comfortable, safe, and conducive to learning, and where all students are and feel physically and emotionally safe.	<p>Students enjoy coming to school.</p> <p>Students want to learn.</p> <p>Students believe the care of the physical space represents the attitudes and values of the school toward everything around them.</p>

Social and Emotional Domain

Conditions	Outcomes
<p>Caring and respectful interactions</p> <p>Emphasis on connectedness, including school and personal pride</p> <p>Welcoming and accepting attitude toward racial, cultural and physical differences</p> <p>Availability of counseling and support</p>	<p>Students feel safe and cared for.</p> <p>Students feel valued, respected.</p> <p>Students feel competent and confident.</p>

Action Plan Worksheet Focus Areas

On page 95 - 96, we provide an Action Plan Worksheet to help you get school and community groups started on implementation planning. The ideas generated will help you create a detailed, inclusive, comprehensive, and creative action plan for TRRFCC behavior.

Schools: Athletic Programs

Focus areas:

- Parent orientation
- Parent standards of TRRFCC conduct
- Parent conduct at games
- Parental reinforcement of Six Pillar student behavior
- Rules for athletes
- Traveling teams
- Spectator guidelines
- Athlete relationships
- Athletes as role models
- Awards/Recognitions
- Scholarships
- Recruiting practices
- Hiring practices
- Staff evaluation
- Media relations
- Fundraising
- Boosters (donors/supporters)
- Philosophy of competition
- Competition as a character-development tool
- Trustworthy behavior
- Respectful behavior
- Responsible behavior
- Fair behavior
- Caring behavior
- Citizenship behavior
- Other

Schools: Maintenance

Focus areas:

- Staff training/orientation
- Staff code of conduct
- Relationships with students
- Relationships with faculty, staff, and administration
- Promoting trustworthiness
- Promoting respect
- Promoting responsibility
- Promoting fairness
- Promoting caring
- Promoting citizenship
- Facility as a character-education tool
- Other

Schools: Transportation

Focus areas:

- Communications with students
- Staff rules
- Student rules
- Student recognition
- Creating a TRRFCC climate
- Recognition of staff
- Communication with parents
- Trustworthy behavior
- Respectful behavior
- Responsible behavior
- Fair behavior
- Caring behavior
- Citizenship behavior
- Using the monthly Pillar
- Staff training
- Other

Schools: Administration

Focus areas:

- Parent orientation/communication
- Handling of discipline
- Communication to faculty/staff
- Faculty/Staff relationships
- Student handbook
- Referral slips and rules
- Announcements
- Sponsored youth social events
- Awards and recognition
- Staff training
- Relationships with students
- Facilities
- Character-education tools/resources
- Six Pillar visibility
- Assemblies
- Weekly recognition – students, staff, faculty
- Monthly recognition – students, staff, faculty
- School climate
- Trustworthiness month
- Respect month
- Responsibility month
- Fairness month
- Caring Month
- Citizenship month
- Other

Schools: Cafeteria Climate

Focus areas:

- ♦ Staff orientation/training
- ♦ Lunchroom behavior
- ♦ Weekly recognition
- ♦ Monthly recognition
- ♦ Walls as Six Pillar teaching tools
- ♦ Table tents as TRRFCC tools
- ♦ Placemats as Six Pillar teaching tools
- ♦ Cafeteria staff as character educators
- ♦ Trustworthiness month
- ♦ Respect month
- ♦ Responsibility month
- ♦ Fairness month
- ♦ Caring month
- ♦ Citizenship month
- ♦ Other

Schools: Co-Curricular Activities

Focus areas:

- ♦ Standards of conduct
- ♦ Meetings
- ♦ Induction/Initiation
- ♦ Competitor events
- ♦ Inclusiveness
- ♦ Service projects/service learning
- ♦ Mentoring younger students
- ♦ School assemblies
- ♦ Performances
- ♦ Advisor
- ♦ Officers
- ♦ Trustworthiness month
- ♦ Respect month
- ♦ Responsibility month
- ♦ Fairness month
- ♦ Caring month
- ♦ Citizenship month
- ♦ School activities as character builders
- ♦ Other

Schools: Classroom Instruction

Focus areas:

- ♦ Teacher orientation/training
- ♦ Parent communication
- ♦ Classroom rules
- ♦ Daily recognition
- ♦ Weekly recognition
- ♦ Monthly recognition
- ♦ Consequences
- ♦ Referral slips
- ♦ Recess/playground
- ♦ Thought for the day
- ♦ Lunch period
- ♦ Creating climate of trustworthiness
- ♦ Infusing trustworthiness into classroom instruction
- ♦ Creating a climate of respect
- ♦ Infusing respect into classroom lessons
- ♦ Creating a climate of responsibility
- ♦ Infusing responsibility into classroom lessons
- ♦ Creating a climate of fairness
- ♦ Infusing fairness into classroom lessons
- ♦ Creating a caring climate
- ♦ Infusing caring into classroom lessons
- ♦ Creating a climate of good citizenship
- ♦ Infusing good citizenship into classroom lessons
- ♦ Service learning/class projects
- ♦ Class performances
- ♦ Field trips
- ♦ Other

Community: Youth Organizations

Focus areas:

- ♦ Officer training
- ♦ Camps/day camps
- ♦ Retreats
- ♦ Publications
- ♦ Standards of conduct
- ♦ Meetings
- ♦ Induction/Initiation
- ♦ Competitor events
- ♦ Inclusiveness
- ♦ Service projects/service learning
- ♦ Mentoring younger students
- ♦ School assemblies
- ♦ Performances
- ♦ Advisor
- ♦ Officers
- ♦ Trustworthiness month
- ♦ Respect month
- ♦ Responsibility month
- ♦ Fairness month
- ♦ Caring month
- ♦ Citizenship month
- ♦ Youth activities as character builders
- ♦ Other

Community: Families

Focus areas:

- Family rules
- Communication
- Family meetings
- Family calendar
- Table topics
- Relationships: parent – child
- Relationships: peers
- Family nights
- Communication with school
- Trustworthy behavior
- Respectful behavior
- Responsible behavior
- Fair behavior
- Caring behavior
- Citizenship behavior
- Other

Community: Local Government

Focus areas:

- Conduct guidelines
- Staff training
- Community/neighborhood training
- Neighborhood conduct goal-setting
- Creating a climate of trustworthiness in agency/department
- Creating a climate of respect in agency/department
- Creating a climate of responsibility in agency/department
- Creating a climate of fairness in agency/department
- Creating a climate of caring in agency/department
- Creating a climate of good citizenship in agency/department
- In-house communication
- Public information/communication
- Hiring/personnel
- Employee evaluation/promotion/recognition
- Street signs, banners, murals as TRRFCC tools
- Community events as character builders
- Grantwriting for character education
- CC! Kick-Off
- CC! Week celebration
- Local government employees as role models for TRRFCC behavior
- Involvement of:
 - Law enforcement
 - Parks and recreation
 - Judicial system
 - Libraries
 - Housing projects
 - Hospitals
- Community traditions as Six Pillar tools
- Lunch & Learn sessions for local government staff
- Promoting the Pillar of the month
- Other

Community: Media

Focus areas:

- Code of conduct for journalists
- Journalists as TRRFCC role models
- Standards for radio, TV, newspaper products
- In-house relationships
- Hiring/firing/promotions
- Recognition (in-house)
- Promotion of trustworthiness
- Promotion of respect
- Promotion of responsibility
- Promotion of fairness
- Promotion of caring
- Promotion of citizenship
- Promotion of CC! Kick-Off
- Promotion of CC! Week
- Recognition of students, adults, organizations each week/month
- Staff orientation/training
- Promotion of family involvement in CC!
- Other

Community: Businesses and Agencies

Focus areas:

- Local CC! support – funding
- Local CC! support – resources
- Relationship with clients/customers
- In-house relationships
- Relationships with competitors
- Promotion of trustworthiness month
- Promotion of respect month
- Promotion of responsibility month
- Promotion of fairness month
- Promotion of caring month
- Promotion of citizenship month
- Community-wide CC! Kick-Off
- CC! Week involvement
- Other



Community: Civic Organizations

Focus areas:

- Local CC! support – funding
- Local CC! support – resources
- Relationship with clients/customers
- In-house relationships
- Relationships with competitors
- Promotion of trustworthiness month
- Promotion of respect month
- Promotion of responsibility month
- Promotion of fairness month
- Promotion of caring month
- Promotion of citizenship month
- Community-wide CC! Kick-Off
- CC! Week involvement
- Other

Community: Faith Communities

Focus areas:

- Assemblies
- Trustworthy behavior
- Respectful behavior
- Responsible behavior
- Fairness behavior
- Caring behavior
- Citizenship behavior recognition
- Six Pillar integration in the religious school curriculum
- Camps/Retreats
- Day camps
- Special events
- Service projects
- Six Pillar knowledge
- Six Pillar attitudes
- Six Pillar skills
- Bulletins/Newsletters
- Other

Planning Goals Worksheet

Domain Area	Locks->Keys	Stakeholders Involved	Steps To Achieve	Goal	Success Indicators
Character					
Social-Emotional					
Physical					
Academic					