




**SEC Implementation Schedule** *(sections may be re-ordered to reflect the completion dates determined by the leadership team)*

Survey Section	Completion Date	Dates for Data Analysis
**School Description <b>** Must be completed the same day of orientation</b>		
**Class Description <b>** Must be completed the same day of orientation</b>		
Homework (work assigned to be completed outside of class)		
Instructional Activities in (content area)		
Working Individually		
Working in Pairs or Small Groups		
Use of Hands-on Materials		
Collecting, Organizing, Displaying Data		
Educational Technology		
Assessments		
Assessment Characteristics		
Instructional Influences		
Classroom Instructional Readiness		
Teachers Opinions and Beliefs		
Professional Development in (content area)		
Teacher Characteristics		
Formal Course Preparation		
Instructional Content		

**Communication Plan for SEC**

What needs to be communicated? How will this communication happen? When?

**Orientation Plan** (Who? What? When? Where? Materials?)

**Data Analysis Plan** (Who? What? When? Where? How? Materials? )