**Florida College and Career Readiness Standards: Teacher Preparation Program Action Plan**

***Purpose:*** To create an Action Plan for an Institution’s integration/implementation of the College and Career Readiness Standards (CCRS) into teacher preparation and continuing education program curricula to ensure all adult education staff are fully prepared to teach the CCRS to adult education students by the 2017-18 school year.

***Directions:*** Using this form as a template, develop an Action Plan identifying the action items your institution’s teacher preparation and continuing education programs will need to accomplish to ensure all adult education staff are prepared to fully integrate/implement the CCRS in adult education classrooms. Within the ***Action Plan Steps*** below, the following must also be addressed:

1. What changes will you make to your assessment system utilized by your teacher preparation and continuing education program(s) that will include how you will assess educators’ understanding and knowledge of the CCRS, in addition to monitoring educators’ understanding and demonstration of all standards included in Florida’s College and Career Readiness Standards?
2. How will your teacher preparation and continuing education program(s) within your institution communicate and collaborate with your institution’s adult education programs to ensure full integration/implementation of the CCRS?

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| **Action Steps**  *What will be done?* | **Responsibilities**  *Who Will Do It?* | **Timeline**  *By When? (Day/Month/Year)* | **Resources**   1. *Resources Available* 2. *Resources Needed (financial, human, & other)* | **Potential Barriers**   1. *What individuals or entities might resist?* 2. *How do we address this resistance?* | **Communications Plan**  *Who is involved? What methods? How often?* | **Evaluation Method**  *How will you determine that your goal has been reached?*  *What are your measures?* | **Budget** |
| Step 1: |  |  |  |  |  |  |  |
| Step 2: |  |  |  |  |  |  |  |
| Step 3: |  |  |  |  |  |  |  |
| Step 4: |  |  |  |  |  |  |  |
| Step 5: |  |  |  |  |  |  |  |