

This worksheet is designed to be used digitally and will grow with your entries.

Kindergarten Transitions - WorkPlan Template



	Step 1 Roles and Responsibilities	Step 2 Activities and Milestones	Step 3 Other Potential Partners	Step 4 Timelines and Duration
Plan	List team members, their roles, and responsibilities	List activities & outputs/milestones-See Appendix. Can include data sharing plan	List other agencies or individuals that may be involved. See Appendix.	Identify timelines for each activity.

Insert new rows above this line as needed.

	Step 1 Outcomes By Activity	Step 2 Desired Benefits of Outcomes	Step 3 Evaluate Outcomes	Step 4 Unexpected Outcomes
Outcomes	What changes will you expect to see?	What benefits do you expect as a result of these changes?	How will the outcomes be evaluated?	Can you identify any unexpected outcomes?
	Activity 1			
	Activity 2			
	Activity 3			
	Activity 4			

Insert new rows above this line as needed.