



1. Pilot proposal submitted by owner to Director of Planning, Assessment and Research for initial review.
2. Director assesses proposal and seeks clarification from owner as needed.
3. Pilot owner presents plan to ACT (5-10 minutes max).
4. ACT discusses merits and limitations of the plan and makes a decision among three possible choices: Approve as written; provide list of revisions needed; deny the proposal.
5. If revisions needed, plan is reworked and resubmitted to ACT.
6. If approved by ACT, plan goes to Cabinet for final approval/rejection through Associate Superintendent of Curriculum and Instruction.

1. Pilot owner communicates implementation plan to involved campuses and staff members, including expectations for fidelity of processes and procedures and any data collection necessary for formative and summative evaluation purposes.
2. Pilot implemented by owner and involved staff.
3. Formative assessment of implementation performed as outlined in the proposal. Interim report submitted to ACT for review and consultation. Any necessary changes are made to pilot program in response to study findings.
4. Proposed program changes, if any, are implemented.
5. Summative evaluation of program implementation and outcomes is performed by owner. Written report prepared and presented to ACT.
6. ACT discusses merits of scaling up innovation and makes decision as to expand program, continue pilot (with or without modification), or discontinue program.