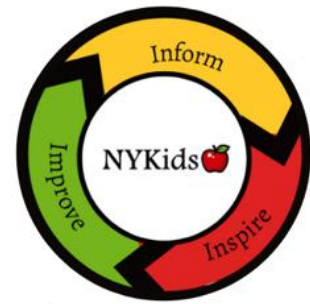


NYKids COMPASS Tool: Quick Start Guide for Continuous Improvement

Getting Started with the COMPASS-AIM process

(Compare, Assess, Select Levers to Improvement, Set Goals, Action Plan, Initiate Plan, Measure Outcomes)

Follow these five steps to begin using the [NYKids COMPASS tool](#) and process to support continuous school improvement.



Important considerations:

- This “COMPASS” team can be your existing building leadership team or a newly formed group. The purpose is to guide school improvement efforts using an evidence-based and measurable approach.
- Ensure team members can commit to meeting for **at least 30 minutes every 2 weeks** throughout the school year
- Plan for at least **one half-day meeting over the summer** for new school year improvement plan design.

Step 1: Identify Your School-Based Team Members

Assemble a team that includes:

- Your school principal
- A mix of teachers from different grades/subjects
- Support staff (counselors, coaches, specialists, etc.)



Step 2: Pick a Facilitator

Designate one person on the team to serve as the facilitator. This person will:

- Guide team discussions
- Keep meetings on track
- Help the team move through the COMPASS steps



Step 3: Share the Materials

Distribute the following resources to all team members:

- The [COMPASS tool](#)
- The [NYKids cross-case report](#)

Make sure everyone has access to these materials before your first meeting.



Step 4: Engage with the COMPASS Tool

Work through the [COMPASS tool](#) systematically:

- **Start with Step 1** and proceed sequentially
- Take time to thoroughly complete each step
- Use your regular meetings to make steady progress toward your goals by continuously reviewing data
- Encourage all team members to contribute their perspectives



Step 5: Reach Out for Support

NYKids is here to help! Contact us at nykids@albany.edu if you need:

- Clarification on any COMPASS steps
- Technical assistance with improvement planning, measurement alignment, data analysis and interpretation
- Additional resources or guidance



Timeline at a Glance

- **Throughout the school year:** 30-minute meetings every 2 weeks
- **Summer:** At least one half-day team meeting
- **Ongoing:** Progress through COMPASS steps systematically

For more information or support, contact NYKids directly at nykids@albany.edu

