



rochester teachers association

Action Research Proposal

"Action research is a disciplined process of inquiry conducted by and for those taking the action. The primary reason for engaging in action research is to assist the "actor" in improving and/or refining his or her actions."

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Action Research is a systematic inquiry done by teachers to gather information about, and subsequently improve how well their students learn. Although there are a number of models for doing action research, the basic process consists of four steps: **identify an area of focus, collect data, analyze and interpret data, and develop an action plan.**

Name of Facilitator:

1. With the members of your action research group; write a thoughtfully crafted "Area-of-Focus Statement" for relevant action research.
2. Define the Variables of your action research plan. (A variable is a characteristic of your study that is subject to change; your teaching, student outcomes, etc.) Defining variables will assist you in selecting the type of data collection that you will use.
3. Develop Essential Questions/Professional Learning Targets to guide your work. (You will need to provide an agenda and minutes for each meeting that reflect the EQ and targets for that session).
4. Develop a statement of resources: (Central text, as well as 2-4 additional resources that directly relate to your area of focus; books, articles, Internet reports, etc.)
5. Develop measurable data collection ideas: (Some suggestions include: surveys, questionnaires, exhibits, portfolios, interviews, rating scales, inventories, visual recordings, photography, journals, mapping, teacher-constructed pre and post tests, student work)
6. Describe the membership of the action research group. Provide all names and why each member is important to the group.

Please submit this form and the attached timeline to Patricia.Adams2@rcsdk12.org no later than NOVEMBER 2, 2026. If you are making changes to the attached suggested timeline, please make sure you attach your revised timeline. Teachers conducting Action Research that meet the expectations below will receive up to 20 hours of PD credit for this school year.