**Root Cause Worksheet**

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| --- | --- |
| **Current Reality:**Where are you at now? |   |

|  |  |
| --- | --- |
| **Desired Goal:**Where would you like to be? |  |

|  |  |
| --- | --- |
| **Goal Analysis:**Brainstorm and then prioritize factors within your sphere of influence (e.g., curriculum, instruction, environment) that may be increasing or decreasing the difference between your current reality and desired goal. | Brainstorm all possible factors/ causes:Identify most likely factor / cause 1:Identify most likely factor / cause 2:Identify most likely factor / cause 3: |

**Root Cause Grid**

Using your most likely factors/ causes, ask why these factors/ causes are occurring. You have reached a root cause when it no longer makes sense to ask why.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Factor/Cause 1** | **Factor/Cause 2** | **Factor/Cause 3** |
| Why? |  |  |  |
| Why? |  |  |  |
| Why? |  |  |  |
| Why? |  |  |  |
| Why? |  |  |  |

**Potential Actions**

School adult actions that move you closer to your desired outcome.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **specific action steps** | **to be done by whom?** | **by when?** | **resources needed?** | **review date?** |
|  |  |  |  |  |
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