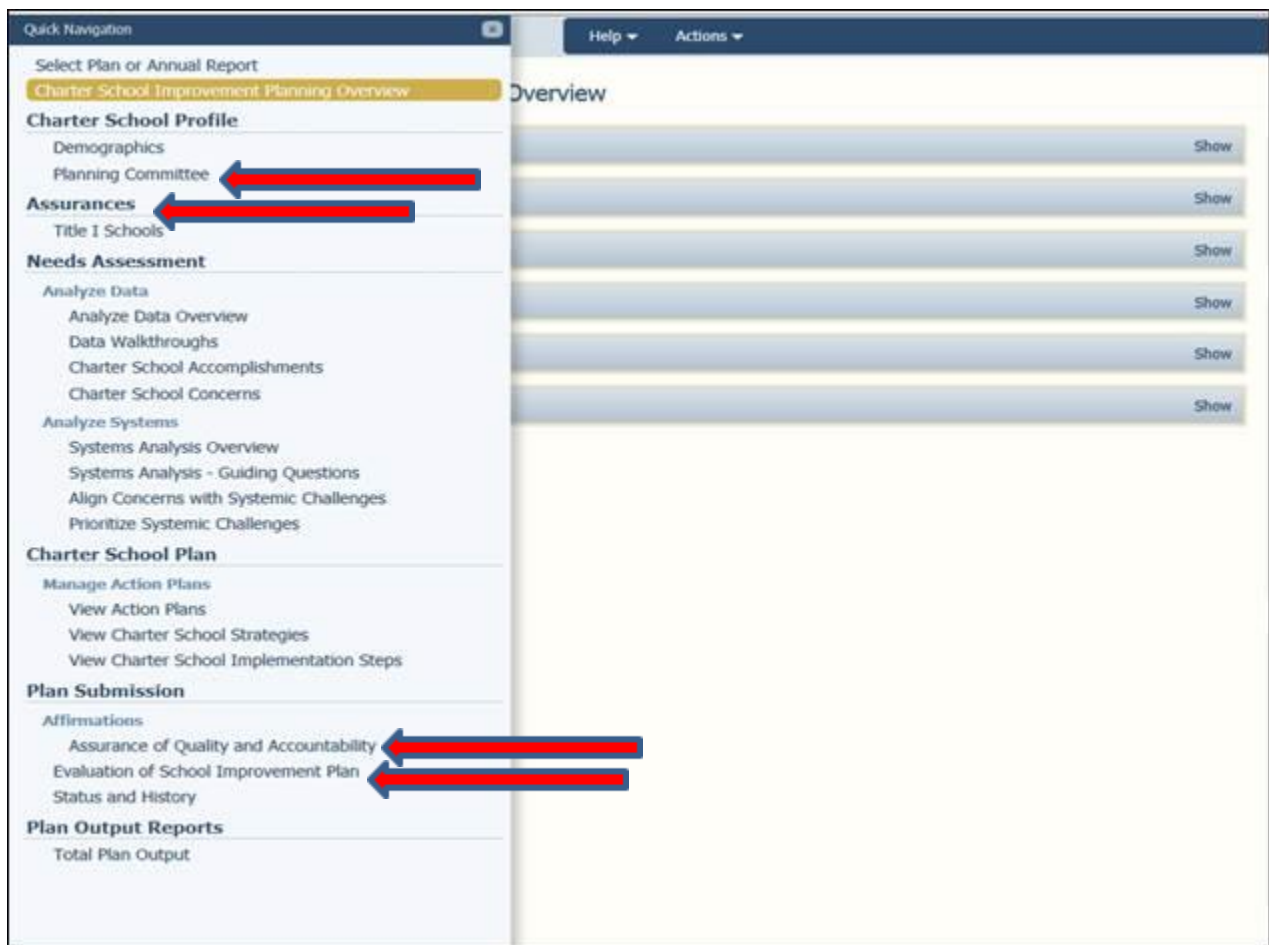


**This message is intended for Focus and Priority schools only.**

School Improvement Plans are generally designed to define targeted work that raises the achievement of students. As best practice, School Improvement Plans should be visited often, through the process of data review and effective action planning.

As a reminder, by June 30, 2015, **all Focus and Priority schools** will need to resubmit their School Improvement Plan through the Comprehensive Planning web application. There are a few additions to the SIP that are outlined below and will need to be completed for the resubmission process.

The 4 sections within the web application that will need to be completed, over and above any revisions you have made to your plan are the 'Planning Committee', 'Assurances', 'Assurance of Quality and Accountability' and the 'Evaluation of School Improvement Plan'.



The 'Planning Committee' Section should be updated prior to resubmission. Suggested members of your planning committee are listed below.

# School Improvement Plan Resubmission

## Planning Committee:

- 1 – Building Level Principal
- 1 - Teacher
- 1 - Parent
- 1 - Business/Community Member
- 1 - Educational Specialist
- 1 - Intermediate Unit Member/Academic Recovery Liaison (ARL)

The screenshot shows a vertical list of sections in a web application. The sections are: School Profile, Demographics, Planning Committee, Assurances, Needs Assessment, School Level Plan, Plan Submission, and Plan Output Reports. A red arrow points from the 'Planning Committee' section in the list to the 'Planning Committee' section within the 'Assurances' section.

The 'Assurances' section has 4 parts: Verifying Assurances 1-12, Verifying Assurance 13 and for Priority Schools, indicating a response per the completion of an evaluation with an Academic Recovery Liaison (ARL).

The fourth section in 'Assurances' is the Title I Addendum. If your school is implementing a schoolwide Title I Program, you will need to upload a new copy of your Title I Addendum. Simply download the Word document within the application and then upload the document after you have completed it.

# School Improvement Plan Resubmission

## Assurances Section:

COMPREHENSIVE PLANNING Help Actions

Title I Schools Show Instructions

Title I Priority or Focus Schools

ASSURANCES 1 THROUGH 12 Edit

The school has verified the following Assurances:

No Assurances have been identified.

ASSURANCE 13

The school is communicating with parents regarding school improvement efforts via the following strategies:

No strategies have been identified.

Assurance for Priority Schools (Annually Updated SIP) Edit

The school has indicated the following response to indicate if it has completed an evaluation with the assistance of our Academic Recovery Liaison:

Answer: No

## Title I Schools

Title I schools that have been federally designated as Priority or Focus or schools that are implementing a Schoolwide program are required to create a school level plan. School Level Plans must assure to the Pennsylvania Department of Education the school's compliance with the following expectations by developing and implementing an improvement plan or otherwise taking actions that meet the expectations described by the Assurances listed below.

If a school is implementing a Title I Schoolwide program, indicate this intent and upload the completed [Title I Schoolwide Program Planning Addendum](#). Please note a complete school level plan must accompany the addendum. The Title I Schoolwide Program Planning Addendum must be updated on a yearly basis.

If the school is a Title I school assigned a status of Corrective Action, indicate which of the corrective actions will be implemented by the LEA for the school.

The 'Evaluation of School Improvement Plan' section asks your school to reflect upon the past year of the School Improvement Plan to evaluate the success of the plan, indicate any continuing concerns and provide a summary of the initiatives you have revised in your plan.

# School Improvement Plan Resubmission

## Plan Submission: Evaluation of School Improvement Plan

COMPREHENSIVE PLANNING Help Actions Logged in as: Guillermo Zarroa

La Academia Partnership Charter School / Plan Submission / Evaluation of School Improvement Plan

Based upon the ESEA Waiver, a school designated as Priority or Focus, will need to submit to PDE a self-evaluation of improvement plan efficacy. Priority Schools are required to have this done with the help of their ARL. Edit

*Success from the first year plan*  
Describe the success from the first year plan  
*This narrative is empty.*

*Continuing areas of concerns from the first year plan*  
Describe the continuing areas of concerns from the first year plan  
*This narrative is empty.*

*Revised Initiatives*  
Describe the initiatives that have been revised  
*This narrative is empty.*

The 'Assurance of Quality and Accountability' section defines the signatures needed for the Superintendent/CEO and Board President. These users will need to ensure they have Author or Planning Leader access (within the web application) in order to enter their signature into the plan.

# School Improvement Plan Resubmission

## Plan Submission: Assurance of Quality and Accountability

### Assurance of Quality and Accountability

The Superintendent/Chief Executive Officer and President of the School Board will affirm the following statements.

*Hide Instructions*

We, the undersigned, hereby certify that the school level plan for La Academia Partnership Charter School has been duly reviewed by a Quality Review Team convened by the Superintendent of Schools and formally approved by the district's Board of Education, per guidelines required by the Pennsylvania Department of Education.

We hereby affirm and assure the Secretary of Education that the school level plan:

- Addresses all the **required components** prescribed by the Pennsylvania Department of Education
- Meets **ESEA requirements for Title I schools**
- Reflects **sound educational practice**
- Has a **high probability of improving student achievement**
- Has sufficient **District leadership and support to ensure successful implementation**

With this Assurance of Quality & Accountability, we, therefore, request that the Secretary of Education and the Pennsylvania Department of Education grant formal approval to implement the school level plan submitted by La Academia Partnership Charter School for the 2014-2017 school-year.

No signature has been provided

*Superintendent/Chief Executive officer*

No signature has been provided

*Board President*

No signature has been provided

*IU Executive Director*

Sign

Sign

Sign

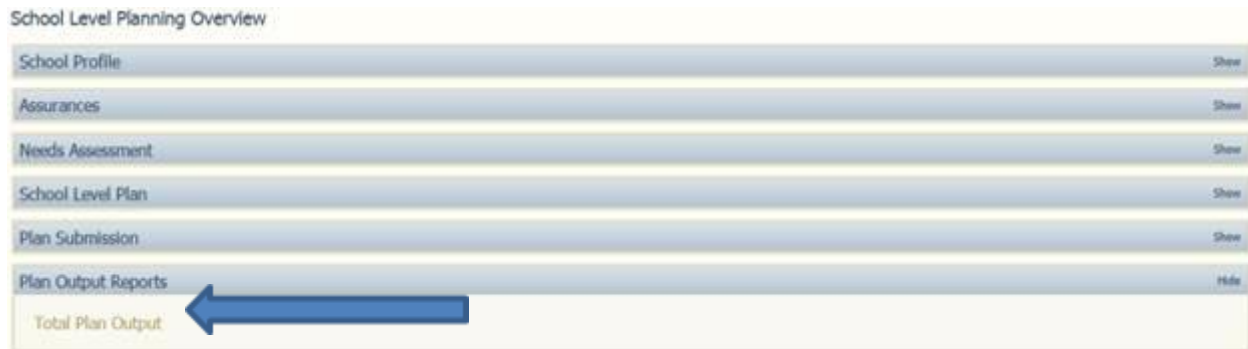
After all revisions have been made, please follow the steps below to ensure your plan will be submitted.

- Superintendent/CEO and Board President sign the plan
- Check plan for issues
- Add additional comments if needed
- Submit
- Reviewer (IU Executive Director) receives notification your plan was submitted
- IU Executive Director reviews plan (approves or asks for revisions)
- IU Executive Director signs plan and submits to generate an archived version

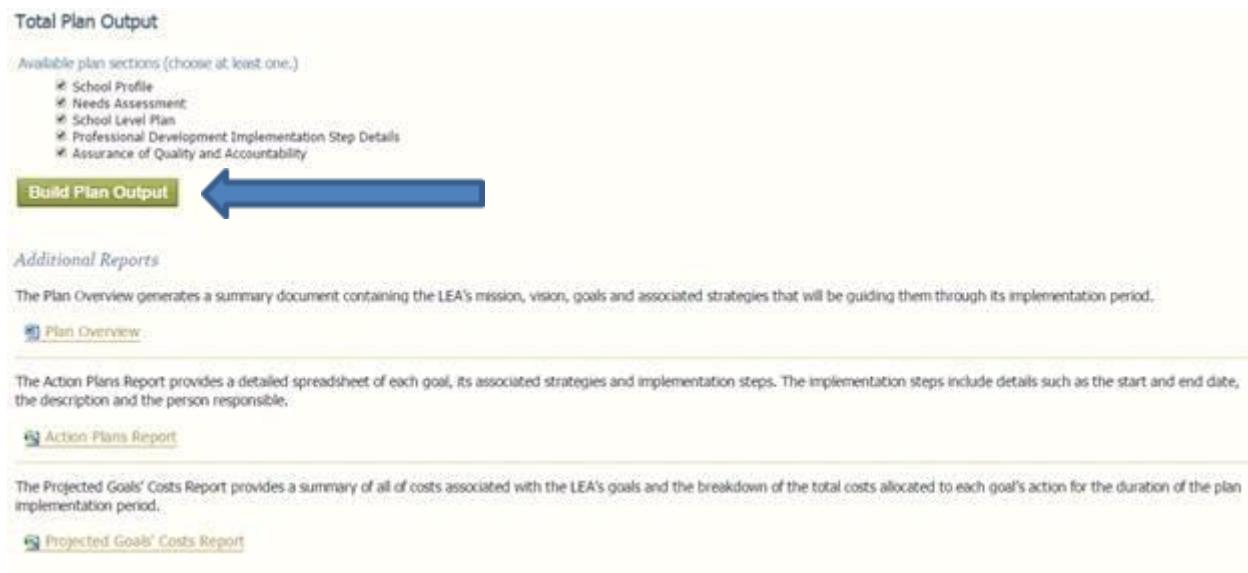
As an additional note, all Priority and Focus schools that are required to resubmit their School Improvement Plan (SIP) annually by June 30<sup>th</sup>, will need to **post their plan for 28 days** prior to submission. This public review can simply consist of running a "total plan output" report of the plan and posting the plan on your school's webpage. Posting the plan to the public for 28 days encourages parent and public involvement and allows schools to be transparent in their turnaround efforts. For directions on pulling a copy of your revised School Improvement Plan, please see below.

## Directions on pulling a report of your SIP:

On the overview screen, select “Plan Output Reports” and click on “Total Plan Output”.



With all sections checked, click on “Build Plan Output”.



A Microsoft Word document will be populated. From there, save the revised SIP as a PDF file and post to your school's webpage for 28 days.

If you have any questions regarding this process, please contact our PA Planning Support Team by emailing [paplanning@caiu.org](mailto:paplanning@caiu.org) or calling 717-732-8403.

You may also visit the Comprehensive Planning wikispace by going to <http://compplanning.wiki.caiu.org/> for additional resources regarding this update.

Voiceover of this messaging: <http://www.screencast.com/t/czu3eiuFdR>

Thank you,  
PA Planning Team  
[paplanning@caiu.org](mailto:paplanning@caiu.org)  
717-732-8403

***Join the PA Planning ListServ to receive current and historical communications!***

Visit <http://mailinglist.caiu.org>

- [Click PA Planning](#)
- [Click on Subscribe](#)