

This message is intended for Focus and Priority schools and any individual working with those schools

School Improvement Plans (SIP) 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, in order to adhere to federal accountability requirements, **Focus and Priority schools will be required to resubmit their School Improvement Plan** through the Comprehensive Planning web application by **June 30, 2018**.

The PA Planning Team conducted a webinar on May 25, 2018 at 9:00 am to review the process of completing and submitting the School Improvement Plan. To view the recording of this training, please click [here](#) and scroll down to “Recorded Trainings”.

There are a few additions to the SIP that are outlined below (and attached) and will need to be completed for the resubmission process.

Overview Page:

School Level Planning Overview

Schoolwide Program Plan Requirements are designed to ensure a schoolwide plan is fully developed according to the requirements in section 1114 of Title 1, Part A of the Every Student Succeeds Act.


Statutory Requirements to Consider Before Developing a Schoolwide Plan

- A school participating in a schoolwide program shall use funds available to carry out this section only to supplement the amount of funds that would, in the absence of Title I, Part A funds, be made available from non-Federal sources for the school, including funds needed to provide services that are required by law for children with disabilities and English learners. [1114(a)(2)(B)]
- If appropriate and applicable, the plan shall be developed in coordination and integration with other Federal, State, and local services, resources, and programs, such as programs supported under the Every Student Succeeds Act, violence prevention programs, nutrition programs, housing programs, Head Start programs, adult education programs, career and technical education programs, and schools implementing comprehensive support and improvement activities or targeted support and improvement activities under section 1111(d). [1114(b)(5)]

Hide Instructions

School Profile	Show
Federal Programs	Show
Needs Assessment	Show
School Level Plan	Show
Plan Submission	Show
Plan Output Reports	Show

Navigating with the Compass:



Barrett El Sch / **School Level Planning Overview**

Schoolwide Program Plan Requirements are designed to ensure a schoolwide plan is fully c
Statutory Requirements to Consider Before Developing a Schoolwide Plan

- A school participating in a schoolwide program shall use funds available to carry out non-Federal sources for the school, including funds needed to provide services that
- If appropriate and applicable, the plan shall be developed in coordination and integr Student Succeeds Act, violence prevention programs, nutrition programs, housing p comprehensive support and improvement activities or targeted support and improve

School Profile

Federal Programs

Needs Assessment

School Level Plan

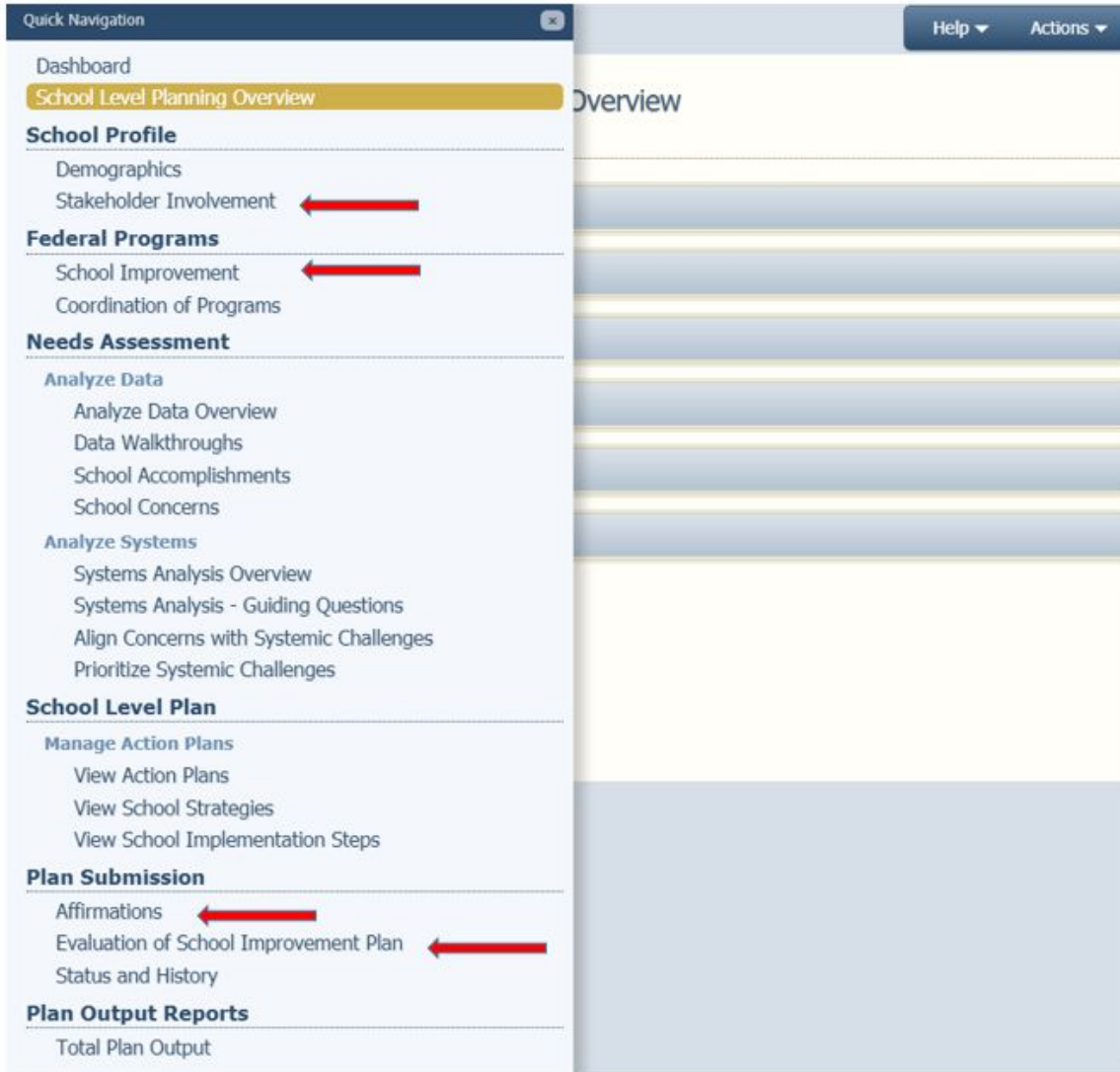
Plan Submission

Plan Output Reports

Quick Navigation

- Dashboard
- School Level Planning Overview**
- School Profile**
 - Demographics
 - Stakeholder Involvement
- Federal Programs**
 - School Improvement
 - Coordination of Programs
- Needs Assessment**
 - Analyze Data**
 - Analyze Data Overview
 - Data Walkthroughs
 - School Accomplishments
 - School Concerns
 - Analyze Systems**
 - Systems Analysis Overview
 - Systems Analysis - Guiding Questions
 - Align Concerns with Systemic Challenges
 - Prioritize Systemic Challenges
- School Level Plan**
 - Manage Action Plans**
 - View Action Plans
 - View School Strategies
 - View School Implementation Steps
- Plan Submission**

The sections within the web application that will need to be completed and/or revised, *over and above* any revisions you have made to your plan are: **Stakeholder Involvement** (Planning Committee), **School Improvement** (Assurances), **Coordination of Programs** (only if implementing a Title I schoolwide program), **Affirmations** and the **Evaluation of School Improvement Plan**.



The **Stakeholder Involvement** (Planning Committee) section should be updated prior to submission. Please be sure to identify the stakeholders who participated in the development of your school plan. Suggested members of your planning committee are listed below.

School Improvement Plan Resubmission

Planning Committee:

- (1) Building Level Administrator
- (1) Teacher
- (1) Parent/Guardian
- (1) Business or Community Member
- (1) Educational Specialist



School Profile
Demographics
Stakeholder Involvement
Federal Programs
Needs Assessment
School Level Plan
Plan Submission
Plan Output Reports

The **School Improvement (Assurances)** section has 2 parts: Verifying Assurances 1-11 and an Assurance for Priority schools.

School Level Planning Overview	
<i>Show Instructions</i>	
School Profile	Show
Federal Programs	Hide
School Improvement Coordination of Programs	
Needs Assessment	Show
School Level Plan	Show
Plan Submission	Show
Plan Output Reports	Show

The **Coordination of Programs** is to be completed by schools implementing a Title I schoolwide program. **If you are NOT implementing a Title I schoolwide Program, you will be directed to proceed to the next section.**

School Level Planning Overview	
Schoolwide Program Plan Requirements are designed to ensure a schoolwide plan is fully developed according to the requirements in section 1114 of Title 1, Part A of the Every Student Succeeds Act.	
Statutory Requirements to Consider Before Developing a Schoolwide Plan	
<ul style="list-style-type: none">A school participating in a schoolwide program shall use funds available to carry out this section only to supplement the amount of funds that would, in the absence of Title I, Part A funds, be made available from non-Federal sources for the school, including funds needed to provide services that are required by law for children with disabilities and English learners. [1114(a)(2)(B)]If appropriate and applicable, the plan shall be developed in coordination and integration with other Federal, State, and local services, resources, and programs, such as programs supported under the Every Student Succeeds Act, violence prevention programs, nutrition programs, housing programs, Head Start programs, adult education programs, career and technical education programs, and schools implementing comprehensive support and improvement activities or targeted support and improvement activities under section 1111(d). [1114(b)(5)]	
<i>Hide Instructions</i>	
School Profile	Show
Federal Programs	Hide
School Improvement Coordination of Programs	
Needs Assessment	Show
School Level Plan	Show
Plan Submission	Show
Plan Output Reports	Show

Coordination of Programs

[Show Instructions](#)

Technical Assistance

[Edit](#)

The LEA provides guidance, technical assistance and support to schools developing schoolwide programs in the areas of needs assessment, comprehensive planning, implementation, and evaluation of schoolwide program and requirements.

Describe the technical assistance provided. Explain why it was considered high quality technical assistance.

This narrative is empty.

Supply the dates of meetings, the type or topic of assistance, and who provided the assistance.

[+ New Assistance](#)

Please click '+ New Assistance' to create your first Technical Assistance.

Student Assessment of Progress


[Edit](#)

Describe strategies or processes that have included teachers in the decisions regarding the use of academic assessments to improve the achievement of individual students and the overall instructional program.

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. Please note that your responses from last year's resubmission are available at the bottom of the screen and are not editable.

School Level Planning Overview

[Show Instructions](#)

School Profile	Show
Federal Programs	Show
Needs Assessment	Show
School Level Plan	Show
Plan Submission	Hide
Affirmations	
Evaluation of School Improvement Plan 	
Status and History	
Plan Output Reports	Show

Evaluation of School Improvement Plan

Improvement Evaluation Questions



Edit

Success from the past year

Describe the success from the past year.

This narrative is empty.

Continuing areas of concern

Describe the continuing areas of concern from the past year.

This narrative is empty.

Revised Initiatives

Describe the initiatives that have been revised.

This narrative is empty.

The **Affirmations** section defines the signatures needed for the Superintendent/CEO and Board President. These users will need to ensure they have a PDE portal account as well as “Author” or “Planning Leader” access within the web application in order to enter their signature.

Affirmations

[Show Instructions](#)

I affirm the following :

[Schoolwide Strategies](#) – [Show](#)

[Title I School Assurance of Quality and Accountability](#) – [Show](#)



Sign

Board President



Sign

Superintendent/Chief Executive Officer

Sign

IU Executive Director

Please proceed to the [Status and History](#) page to complete the Issues Check and Submit the plan.

After affixing signatures, a member with “Planning Leader” access will need to select the **Status and History** hyperlink at the bottom of the **Affirmations** screen to be directed to the final step before submission through the web application.

Once on the **Status and History** screen, the “Planning Leader” will select **Check School Improvement Plan for Issues**. This will run a check of the entire School Improvement Plan to ensure all required areas have been completed.

Plan Submission: Status and History

Status and History

Before submitting your Improvement Plan you must first check for any issues that may be present.



Check School Improvement Plan for Issues

Refresh History

History for:

Change

No comments or status changes have been recorded for this plan.

In order for the 'Submit' button to appear, a member with 'Planning Leader' access should "Check School Improvement Plan for Issues".

If no issues are present, the "Planning Leader" will be provided with a comment box to enter optional comments to the IU Executive Director. After comments are entered (if necessary), the user will select the **Submit** button.

Plan Submission: Status and History



Submit

Comment

Submit or Cancel

No comments or status changes have been recorded for this plan.

After submission, the IU Executive Director will receive notification that your plan was submitted. The IU Executive Director will review the plan and approve or ask for revisions to be made. Once the plan has been approved, the IU Executive Director will enter his/her signature to the **Affirmations** page and your school will be notified of approval. The School Improvement Plan (resubmission copy) will be archived in the system for your reference.

As an additional note, all Priority and Focus schools that are required to resubmit their School Improvement Plan (SIP) annually by June 30th, 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 website. 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 website for 28 days.

If you have any questions regarding this process, please contact our PA Planning Team by emailing paplanning@caiu.org or calling 717-732-8403. You may also visit our Google Site by going to <https://compplanning.caiu.org> for additional resources regarding this update.

A copy of this communication is also attached for your reference

Thank you,
PA Planning Team
paplanning@caiu.org
717-732-8403

