

Title I School Improvement Plan Checklist

Instructions: The checklist below contains the statutory school improvement plan requirements under Title I, Part A of NCLB. Please organize your documentation so that each component can be located by page or binder tab. If a plan does not include all ten components, it is out of compliance with NCLB requirements.

Also please note that under Section 116 (b) (3) (A), after identification as a school in improvement, each school identified as in improvement shall, not later than 3 months after being so identified, develop or revise a school plan in consultation with parents, school staff, the LEA, and outside experts, for approval by such LEA. The school plan shall cover a 2-year period and include the following elements:

Required Component of the School Improvement Plan	Acceptable Evidence	Page or Binder Tab Where Component Can Be Located
Strategies based on scientifically based research to strengthen core academic subjects that address the specific academic issues that caused the school to be identified for school improvement	Documentation that describes the use of scientific research to support instructional programs	
Policies and practices concerning the school's core academic subjects that have the greatest likelihood of ensuring all groups of students will meet the proficient level on the DC CAS no later than 2013-2014	Documentation that supports the use of effective instructional methods and strategies that strengthen the core academic program e.g. Choice of instructional programs and materials	
Assurance that the school will spend not less than 10% each year to provide high quality professional development that: <ul style="list-style-type: none"> - Directly addresses the academic achievement problem that caused the school to be identified for improvement - Meets NCLB's professional development requirements - Provides increased opportunity for participating in professional development 	Documentation that describes how the LEA intends to spend no less than 10% to support professional development e.g. Training teachers to analyze classroom and school-level data and use it to inform their instruction	
Specifies how professional development funds will be used to remove the school from improvement status	Documentation that describes how professional development is linked to the academic achievement problem and how it will impact student outcomes e.g. Budget	
Specific annual measurable objectives for continuous and substantial progress by each group of students to meet proficient levels of achievement on the DC CAS by 2013-2014	Documentation that outlines the LEA's goals and objectives for continuous improvement e.g. Clear goals that are focused on teaching and learning issues that have prevented the school from making adequate progress	

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<p>Description of how the school will provide written notice about the identification to parents of each student enrolled in such school, in a format and, to the extent practicable, in a language that the parents can understand</p>	<p>Documentation that describes how the LEA communicates with parents of different languages, written and orally, as appropriate</p> <p>e. g. Communication provided in oral translations for parents with limited English proficiency</p>	
<p>Specifies the responsibilities of the school, the LEA, and the SEA serving the school under the plan, including the technical assistance, the peer review process, and the monitoring of the implementation of the school improvement plan all to be performed by the LEA</p>	<p>Documentation that describes how the LEA monitors the implementation of the school improvement plans and conducts peer reviews</p> <p>e.g. Peer review checklist</p>	
<p>Strategies to promote effective parental involvement in the school</p>	<p>Documentation that support how the LEA encourages parental involvement</p> <p>e.g. Written notice to parents about the school's identification for improvement</p>	
<p>Activities before and after school, during summer, and during any extension of the school year as appropriate</p>	<p>Documentation that describes how the LEA provides learning opportunities before school, after school, during summer, or during any extension of the year as appropriate</p>	
<p>Incorporates a teacher-mentoring program</p>	<p>Documentation that describes how the LEA supports teachers with mentoring</p> <p>e.g. Novice teachers paired with more experience professionals who provide support and serve as role models</p>	

Link to Title I statutory school improvement plan program requirements: <http://www.ed.gov/policy/elsec/leg/esea02/pg2.html#sec1116>

Link to federal guidance on LEA and school improvement requirements: <http://www.ed.gov/policy/elsec/guid/schoolimprovementguid.doc>

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