

Mapping School Improvement Planning



The table below will provide guidance on decisions to make for each stage of the continuous improvement planning process.

Schools with CSI or A-TSI designations should meet with their School Improvement Facilitator to map the school planning process.

Process	Discussion & Resources	Decision/Timeline
Committee	<p><i>Who is required?</i> (representatives needed- expertise, capacity, skills)</p> <p><u>Meaningful Local Engagement</u></p> <p><i>How?</i> <i>When?</i></p>	
Surveys -Student -Staff -Parent	<p><i>What will be done, when?</i> <i>Who will send them out?</i> <i>Who will compile data to inform needs assessment?</i></p>	
Focus Groups	<p><i>Who will be included?</i> <i>In-person or virtual?</i> <i>Will these take place before or after the survey results are analyzed?</i> <i>Who will facilitate?</i> <i>How will information be captured?</i> <i>How will trends be shared?</i></p>	
Facilitated Self Assessment	<p><i>How will you decide which EPs to include?</i> <i>Who will compile all of the evidence to inform the ratings?</i></p>	
Root Cause (Fishbone, 5Whys, 20 hunches)	<p><i>What root cause protocol will you use? How will you determine the starting point?</i> <i>Who will facilitate?</i> <i>Who will be included in the protocol?</i> <i>How will you ensure the who is being impacted by the challenge is included in the protocol?</i></p>	

Priority Statements	<i>What is the priority challenge that was determined by the root cause? (not the EP of focus).</i>	
Evidence Based Strategy (EBS) Selection/Confirmation	<i>How will the EBS be selected? How will you ensure best fit? How will you ensure the resources are available? How will you ensure the EBS can be implemented as intended? (NIRN Hexagon Tool)</i>	
Plan Draft Work: <ul style="list-style-type: none"> - Goals - Actions aligned to Evidence-based practices - Professional devel plan - Communication plan 	<i>How will you ensure the goals are aligned to the challenge/priority, the EBS research, and the implementation stage of the school?</i> <i>How will you ensure the people writing the action steps are knowledgeable of the intended implementation of the selected strategy?</i> <i>What is the current implementation stage of this strategy? (Implementation Stages)</i> <i>What do people need to know in order to implement the strategy as intended? (PL)</i> <i>How will this plan and the expectations be communicated to students, parents, teachers, staff, etc.?</i>	
Committee Review of Plan	<i>After the plan is written who will review the plan to ensure there is collective ownership?</i>	
LEA/District Plan Review with Statewide Team		
Plan Completion	<i>What is the targeted date for plan completion?</i>	
Public Posting	<i>What is the districts requirement for public posting?</i>	
Superintendent & Board		

Approval		
SIF Approval (CSI & ATSI only)		
Plan finalized in FRPP		