

## Combined District Plan Review Checklist

### NARRATIVE

| Continuous Improvement Plan - Narrative Requirements                    |  |       |
|---|--|-------|
| Included  | Required Item  | Notes |
|   | District/LEA mission and vision statements.  |       |
|   | Analysis of demographic data.  |       |
|   | Information indicating how the district/LEA engaged students, parents, educators, and the community in the development of the Continuous Improvement Plan.   |       |
| College and Career Advising and Mentoring Plan - Narrative Requirements |  |       |
| Included  | Required Item  | Notes |
|   | Clear indication of the college and career advising model used.  |       |
|   | Description of the Advising Program that provides details about the college and career advising and mentoring services being provided to students in grades 8-12.  |       |
|   | Information indicating how parents are notified that college and career advising and mentoring services and resources are available to their children.   |       |
| Literacy Intervention Plan - Narrative Requirements                     |  |       |
| Included  | Required Item  | Notes |
|   | <p>Description of research-based substantial literacy interventions.</p> <p><u>Additional Guidance / Examples to Support Your Completion of this Item:</u></p> <ul style="list-style-type: none"> <li>➤ Description includes enough detail for readers to understand what the interventions are and how they will be facilitated.</li> <li>➤ IF the district/LEA intends to use different intervention strategies for different schools, grades, and/or groups of students; the differences in interventions are clearly described.</li> <li>➤ IF the district/LEA plans to use a highly individualized approach to interventions (providing interventions to individual students based on their specific needs based on RTI process, individual literacy plans, etc.), the plan indicates the process the district/LEA (or schools) are using to determine the appropriate interventions AND describes the types of interventions that are generally being used.</li> </ul> |       |

**Literacy Intervention Plan - Narrative Requirements (continued)**

| Included | Required Item  | Notes |
|----------|--|-------|
|          | Clear information demonstrating how the intervention strategies address students' needs related to phonemic awareness, decoding, vocabulary, comprehension, and fluency.   |       |
|          | <p>Clear information regarding how the district/school(s) will ensure students receive the minimum hours of intervention required by law (60 hrs for students who score Below Basic/1 on Fall IRI; 30 hrs for students who score Basic/2)</p> <p><u>Additional Guidance / Examples to Support Your Completion of this Item:</u></p> <ul style="list-style-type: none"> <li>➤ Clear information regarding the hours of intervention provided to groups of students, demonstrating that provided hours are adequate for students to receive the minimum required intervention hours; <b>OR</b></li> <li>IF plan uses highly individualized interventions (through RTI, etc.); information regarding how individual students' hours will be tracked to ensure they meet the minimum required intervention hours.</li> <li>➤ IF the district/school plans to use data to exit students prior to completing their minimum required hours, clear information regarding the process the district will use to determine that a students has demonstrated grade-level proficiency prior to exiting</li> </ul> |       |
|          | Clear demonstration (either integrated into the program description or in a stand-alone section) that the district/LEA Literacy Intervention Plan is aligned to the State Board of Education approved Idaho Comprehensive Literacy Plan.   |       |
|          | Clear information indicating how parent input was considered in creating the district/LEA Literacy Intervention Plan.  |       |
|          | Clear information regarding how parents are offered the opportunity to participate in the development of their individual child's reading intervention plan.   |       |

**METRICS**

| <b>Continuous Improvement Plan - Metrics Requirements</b>                    |  |              |
|--|--|--------------|
| <b>Included</b>  | <b>Required Item</b>   | <b>Notes</b> |
|  | <p>Report of Progress (previous year data) is provided for all required “Statewide Continuous Improvement Measures” are provided <u>OR</u> a link to the district / charter school Report Card is provided.</p> <ul style="list-style-type: none"> <li>➤ Where required, both the number and percentage of students who hit the established target; <b>AND</b></li> <li>➤ Where required, improvement in performance, as measured by year-over-year growth in the percentage of students scoring at grade level</li> </ul> |              |
|  | Benchmarks (performance targets) for 2018-2019 are set for all required “Statewide Continuous Improvement Measures”  |              |
| <b>College and Career Advising and Mentoring Plan - Metrics Requirements</b> |  |              |
| <b>Included</b>  | <b>Required Item</b>   | <b>Notes</b> |
|  | <p>At least one (1) metric chosen by the LEA to determine effectiveness of the college and career advising and mentoring program;</p> <p><b>AND</b> LEA-chosen Benchmark(s) (performance target) that corresponds to each LEA-chosen metric;</p> <p><b>AND</b> data on the performance on the chosen metric(s) for, at a minimum, the previous academic year.</p>  |              |
| <b>Literacy Intervention Plan - Metrics Requirements</b>                     |  |              |
| <b>Included</b>  | <b>Required Item</b>   | <b>Notes</b> |
|  | <p>At least one (1) metric chosen by the LEA to determine effectiveness of the literacy intervention program;</p> <p><b>AND</b> LEA-chosen Benchmark(s) (performance target) that corresponds to each LEA-chosen metric;</p> <p><b>AND</b> data on the performance on the chosen metric(s) for, at a minimum, the previous academic year.</p>  |              |

**OTHER**

| <b>Literacy Intervention Plan – Other Requirements</b> |  |              |
|--|--|--------------|
| <b>Included</b>  | <b>Required Item</b>   | <b>Notes</b> |
|  | <p>Projected 2017-18 Budget is included and clearly outlines how Literacy Funds will be spent.</p> <p><u>Additional Guidance / Examples to Support Your Completion of this Item:</u></p> <ul style="list-style-type: none"> <li>➤ Proposed expenses paid for using Literacy Funds are appropriately aligned to the district/LEA Literacy Intervention Plan (there is a clear connection between the information in the narrative and the costs in the budget)</li> </ul> |              |