

2021-22 Continuous Improvement Plan Review Checklist

DISTRICT / LEA #	DISTRICT / LEA NAME	DATE OF REVIEW

CONTINUOUS IMPROVEMENT PLAN NARRATIVE

2021-2022 Narrative Update Exemptions

Did the district / charter provide an updated 2021-22 Continuous Improvement Plan Narrative? YES NO

➤ If Yes, proceed to Narrative Review Checklist

➤ If No, review the following criteria to determine if the district / charter school meets the criteria exempting them from providing an updated narrative:

– District / charter school has indicated that they are not providing a 2021-22 Continuous Improvement Plan Narrative because they have *not* made any substantial changes to the information (mission, vision, community involvement description) included in their previous Continuous Improvement Plan Narrative or Combined District Plan Narrative YES NO

– District / charter school had a fully compliant 2020-21 Continuous Improvement Plan Narrative or Combined District Plan Narrative (or is continuing a previously-granted narrative exemption) YES NO

Is district / charter school exempt from providing an updated 2020-21 Continuous Improvement Plan Narrative? YES NO

REVIEW KEY (for the "Included" column)

X = Fully Addressed

/ = Partially Addressed

Blank = Not Addressed

NARRATIVE REVIEW

Section: Mission and Vision

Continuous Improvement Plan – Narrative Requirements		
Included	Required Item	Notes
	District/LEA mission and vision statements.	

Section: Community Involvement in Plan Development

Continuous Improvement Plan – Narrative Requirements		
Included	Required Item	Notes
	Information indicating how the district/LEA engaged students, parents, educators, and the community in the development of the Continuous Improvement Plan.	

METRICS AND DEMOGRAPHICS REVIEW

Section: Introductory Information

Continuous Improvement Plan & Literacy Intervention Plan – Metrics Requirements		
Included	Required Item	Notes
	Link to the district / charter school report card (as publicly released by the State Department of Education) is provided to address previous year(s) of data and LEA demographics.	

Section I: Student Achievement & Growth Metrics – Current & Previous Year Performance Targets

Included	Required Item	Notes
	2020-21 Performance Targets (previously called Benchmarks) for all blue-shaded Section I Metrics, as previously set in the LEA's 2020-21 Combined Plan or CIP. [Exception: % of students making adequate growth on the ISAT was not previously required in the Combined Plan or CIP.]	
	2021-22 Performance Targets are set for all blue-shaded Section I Student Achievement & Growth Metrics.	

Section II: Literacy Proficiency & Growth Metrics – Current & Previous Year Performance Targets

Included	Required Item	Notes
	2020-21 Performance Targets (previously called Benchmarks) for all Section II Metrics, as previously set in the LEA's 2020-21 Combined Plan or Literacy Plan. [Exception: % of students who score proficient and % making adequate growth on the Grade 4 ELA ISAT was not previously required in the Combined Plan or Literacy Plan.]	
	2021-22 Performance Targets are set for all Section II Literacy Proficiency & Growth Metrics.	

Section III: How LEA Measures Progress Towards Literacy Goals and Targets

Included	Required Item	Notes
	LEA completed Section III.A, including the following: <ul style="list-style-type: none"> <input type="checkbox"/> At least one (1) metric created by the LEA to measure literacy progress. Metric(s) is distinctly different from any metrics in the previous sections. <input type="checkbox"/> At least 1 prior year of data is included for each LEA-chosen metrics. If the metric(s) do not have previous data available, LEA has indicated that appropriately. <input type="checkbox"/> 2021-22 Performance Targets are set for each LEA-chosen metric. 	
OR		
	LEA completed Section III.B by providing a brief narrative that identifies how the LEA plans to measure literacy progress that includes the following: <ul style="list-style-type: none"> <input type="checkbox"/> At least one clear metric that is quantifiable. <input type="checkbox"/> Reflection on prior performance. <input type="checkbox"/> At least one goal or target for future performance. 	

Section IV: College and Career Advising and Mentoring Performance Metrics

College and Career Advising and Mentoring Plan – Metrics Requirements		
Included	Required Item	Notes
	2020-21 Performance Targets (previously called Benchmarks) for all Section IV Metrics, as previously set in the LEA’s 2020-21 Combined Plan or Advising Plan.	
	One year of previous data (2020-21) is provided for all required Section IV College and Career Advising and Mentoring Performance Metrics. (Note: where required, results for both the # and % of students is provided)	
	2021-22 Performance Targets are set for all Section IV College and Career Advising and Mentoring Performance Metrics.	

Section V: How LEA Measures Progress Towards College & Career Advising & Mentoring Goals

Included	Required Item	Notes
	<p>LEA completed Section V.A, including the following:</p> <ul style="list-style-type: none"> <input type="checkbox"/> At least one (1) metric created by the LEA to measure progress towards college and career advising and mentoring goals. Metric(s) is distinctly different from any metrics in the previous sections. <input type="checkbox"/> At least 1 prior year of data is included for each LEA-chosen metrics. If the metric(s) do no not have previous data available, LEA has indicated that appropriately. <input type="checkbox"/> 2021-22 Performance Targets are set for each LEA-chosen metric. 	
OR		
	<p>LEA completed Section V.B by providing a brief narrative that identifies how the LEA plans to measure progress towards college and career advising and mentoring goals. The narrative includes the following:</p> <ul style="list-style-type: none"> <input type="checkbox"/> At least one clear metric that is quantifiable. <input type="checkbox"/> Reflection on prior performance. <input type="checkbox"/> At least one goal or target for future performance. 	

Section VI: Report of Progress Narrative

Continuous Improvement Plan – Metrics Requirements		
Included	Required Item	Notes
	An appropriate narrative is provided that describes the progress the LEA made during the 2020-21 school year towards the Continuous Improvement Measures Performance Targets the LEA set in its 2020-21 Combined Plan or stand-alone plans (CIP, Literacy, and Advising), as provided in the previous Sections I-V.	

Section VIII: Staff Performance – Previous Year Results & Current Year Performance Targets

Continuous Improvement Plan – Metrics Requirements		
Included	Required Item	Notes
	Groups of staff are appropriately aggregated by grade and subject or goal. The assessment tool is identified for each group.	
	Previous year (2020-21) results are provided for all aggregated staff groups.	
	2021-22 Performance Targets are set for all aggregated staff groups.	