

Special Education Improvement Planning in ePeGS

Plan Section	Plan Component	Entry Notes	Scoring Guide Elements?
Needs Assessment	Needs Assessment	There will be two needs assessment boxes. The first box will be for the overall District Needs Assessment. <i>This field is limited to 4000 characters total.</i> The second box will be labeled "Needs Assessment Supporting Documentation." This is the box in which your Special Education specific Needs Assessment needs to be entered. To get to this field select the Special Education link at the bottom of the "Needs Assessment" Page under "Supporting Documentation for Needs Assessment Additional Elements" <i>This field is limited to 16,000 characters total.</i>	Yes
Goal	Goal	5 goals + 2 optional LEA defined goals. Special education objectives are tied to a district goal	
Objectives	Objective Statement	Text entry for objective statement. <i>This field is limited to 1000 characters. See Comments section below.</i>	Yes
	MSIP Standards	Select all applicable	
	SPP Indicators	Select all applicable	Yes
	Progress Measures	Two of the Progress Measures (Baseline and Targets), are established when the objective is written. Annual targets (sometimes referred to as "Intermediate Targets" or "Benchmarks") and a long range (three to five years) target should be set. The "Progress" measures are entered at the end of each evaluation period and should be reported annually.	Yes
	Comments	Information regarding the monitoring of progress towards the objective should be entered here. <i>This field is limited to 500 characters. If you attempt to copy/paste more than 500 characters into the field, you will get an error, and no information will be saved. Statements regarding the monitoring of progress should be concise and can generally be covered by 500 characters. If you need additional space, enter it in the "Objective Statement" field.</i>	Yes
Strategies	Strategy	Text entry for strategy to be implemented. <i>This field is limited to 1000 characters. See Comments section below.</i>	Yes
	MSIP Standards	Select all applicable	
	Persons Responsible	Text entry for name and/or role	Yes
	Funding Source	Select all applicable. <i>For special education grant applications, mark "Special Education Elem. Ach." or "Special Education Sec. Trans" as appropriate. Multiple funding sources can be selected (i.e., Special Education Elem. Ach. and Special Education Part B Entitlement), but only one of the two special education grant funding sources (elementary achievement or secondary transition) may be selected per strategy</i>	
	Date to implement strategy	Date field	Yes
	Date of completion	Date field	Yes
	Apply strategy to plan	Select all applicable. <i>Must select Special Education Improvement Plan for grant and self-assessment purposes</i>	
	Comments	Include rationale for selection of the strategy and the building(s) in which the strategy will be implemented <i>This field is limited to 500 characters. If you attempt to copy/paste more than 500 characters into the field, you will get an error, and no information will be saved. Statements regarding the rationale and buildings should be concise and can generally be covered by 500 characters. If you need</i>	Yes

		<i>additional space, enter it in the "Strategy" field.</i>	
Action Steps	Action Step	Enter brief description of action step. Include: Action steps to implement the strategy Collection of measures of student progress. Indicate the specific measures and the frequency of the collection Collection of measures of fidelity of implementation. Indicate the specific measures and the frequency of the collection	Yes
	Date to Implement Action Step	Enter anticipated date to implement	Yes
	Date of completion	Enter anticipated date of completion	Yes
Budget	Budget	Entered through IMACS. <i>After submitting the plan in ePeGS (see below), log into IMACS, Click on the "Objectives and Strategies" link, then navigate through the objective and strategy levels to the budget section. Click on "Add" to enter a new budget item, select 2010-11 as the expenditure year, select the budget categories, enter a brief description and the budget amount.</i>	Yes
Print/Submit	Left Menu	In left menu, click on "Submit/Print Plan" under the Planning Tool menu. There will be a link to the Special Education Improvement Plan if you have marked that in the "Apply Strategy to Plan" section for a strategy. Make sure that all objectives/strategies that you intended to tie to the Special Education Improvement Plan are included in the Print version.	

9/2010