Completing the Schoolwide Program Compliance Plan

COMPLIANCE PLANS (FEDERAL AND STATE)

March 2013

Missouri Department of Elementary and Secondary Education

NEW: Compliance Plans system

- Planning pages
  - Stand alone web pages meeting federal or state requirements
  - No longer embedded in or linked to the GOSA structure

Schoolwide Program Plans

- Every Title I school that desires to operate a schoolwide program must develop and submit a schoolwide plan. This plan will describe how the Title I funds will be used in that school.

- All schools currently implementing a schoolwide program will need to complete and submit their plans in the new format by **May 15, 2013.**

Schoolwide Program Plans

- While we recognize some plans have recently been rewritten, the submission in the new planning tool is necessary to link the Schoolwide Plan with the federal consolidated budget document and show the appropriate school plans as approved.
- These plans will be in place for three years, but may be revised and resubmitted for approval as needed within that three-year timeframe.

How do I find this plan?

- The compliance plans can be accessed from the Web Applications page under the heading

  Cross-Divisional Systems

- All compliance plans will be accessed through the link that says:

  Compliance Plans (Federal and State)

DESE Web Applications

Missouri DEPARTMENT OF ELEMENTARY & SECONDARY EDUCATION™

- User Applications
  - Cross-Divisional Systems
    - ARRA
    - Compliance Plans (Federal and State)
    - ePeGS
  - Financial & Administrative Services
    - Annual Report of the County Clerk
    - School Finance
  - Nonpublic System Only
    - Nonpublic Registration Form
  - Office of Educator Quality
    - Educator Certification System - Request Educator Access
  - Office of Special Education
    - Special Education: Early Childhood
  - Reports
    - Missouri Comprehensive Data System (MCDS)
  - Report
    - Report Menu -- All data and/or reports are now available through the Missouri Comprehensive Data System (MCDS) Portal.
  - User Information
    - Change Password
    - Edit User Profile
    - Edit Security Question/Answer
  - Logon/Logoff

Compliance Plans (Federal and State)

Email: webapphelp@dese.mo.gov
Current User: PTEST

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How do I get started?

- Click on the link that says:

  Compliance Plans (Federal and State)

- This should take you to

  Compliance Plans (Federal and State): LEA Home

- Next click on the link that says

  Start a new planning document

- You will then be given a prompt to

  Select a document

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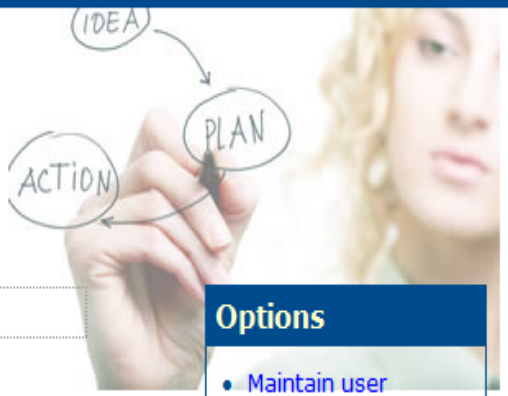
Menu

Compliance Plans (Federal and State): LEA Home



In-process Documents

- Start a new planning document

No plan documents have been assigned to your LEA.

Options

- Maintain user security

Compliance Plans (Federal and State): LEA Home

Options

- Maintain user security

In-process Documents

- Start a new planning document

Document	Building	Status	Impl. Years	Due Date	Submitted Date
CSIP Plan		In Process - LEA	2013-14		
Perkins - Secondary Plan		Assigned by DESE	2013-14	7/1	
Title I.A LEA Plan		In Process - LEA	2013-14	5/15	
Priority and Focus School Plans (Building Level)	NORTHWEST MIDDLE (2050)	In Process - LEA	2012-13 - 2014-15		
Priority and Focus School Plans (Building Level)	RUSSELL ELEM. (4240)	In Process - LEA	2012-13 - 2014-15		
Schoolwide Program Plan (Building Level)	RUSSELL ELEM. (4240)	In Process - LEA	2013-14 - 2015-16	5/15	

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Menu

Compliance Plans (Federal and State): LEA Home

In-process Documents

- Start a new planning document

No plan documents have been assigned to your LEA.

New Planning Document

Document: Select a document...

Start Cancel

Options

Maintain user security

MO Department of Elementary and Secondary Education - Send questions to webreplyspeimacs@dese.mo.gov
Audit ID: Kim Oligschlaeger Last modified userid: NA Last modified date: NA
"Making a positive difference through education and service."

Choose the plan

- From the list of plans, choose the **Schoolwide Program Plan**
- Select the building
- Click the **Start** button
- The plan will then display for you to begin completing the needed information.
- The plan will not be saved and show in your opening menu until you save it.

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Compliance Plans (Federal and State): LEA Home

In-process Documents

- Start a new planning document

No plan documents have been assigned to your LEA.

Options

Maintain user security

New Planning Document

Document: Select a document...

- Select a document...
- Educational Technology Plan
- Title I.A Plan
- Title I.C Plan
- Title I.D Plan
- Title III - Immigrant Plan
- Title III - LEP Plan
- CSIP Plan
- Parents as Teachers (PAT) Plan
- Priority and Focus School Plans (Building Level)
- Schoolwide Program Plan (Building Level)

Compliance Plans (Federal and State): LEA Home

New Planning Document

Document: Schoolwide Program Plan (Building Level)

Building: Select a building...

Start Cancel

Docu				Yea
Title I				14
Priorit				13
		(4040)	DESE	15

Starting the Plan

- To increase the amount of screen devoted to the plan, in the top left of the screen click on the word:

Menu

- To create this plan, first select the implementation year. The first implementation year should reflect the same year as the funding year.

2013-2014

- Then click the **Save and Create New Plan** button at the bottom of the page.

Starting the Plan

Missouri DEPARTMENT OF ELEMENTARY & SECONDARY EDUCATION

Menu

Info

District: RICHLAND R-I
CDC: 103127
Logged in as: Linda Hays
User ID: SETEST4

Navigation

- Web Application Menu
- Logon/Logoff

Compliance Plans - LEA Home >

Schoolwide Program Plan (Building Level)

Planning and Review Team:	Manage Team (0 members)
Uploads:	Manage Uploads (0 uploads)
Document Status:	**In Process - LEA**
Version History:	View PDFs
Implementation Years:	2013-14 - 2015-16 (edit)
Building:	RICHLAND ELEM. (4040)

The No Child Left Behind Act of 2001 (NCLB) states any eligible school that desires to operate a schoolwide program shall first develop, in consultation with the local educational agency (LEA) and its school support team or other technical assistance provider, a comprehensive plan to be reviewed by DESE for reforming the total instructional program in the school that shall include the following components.

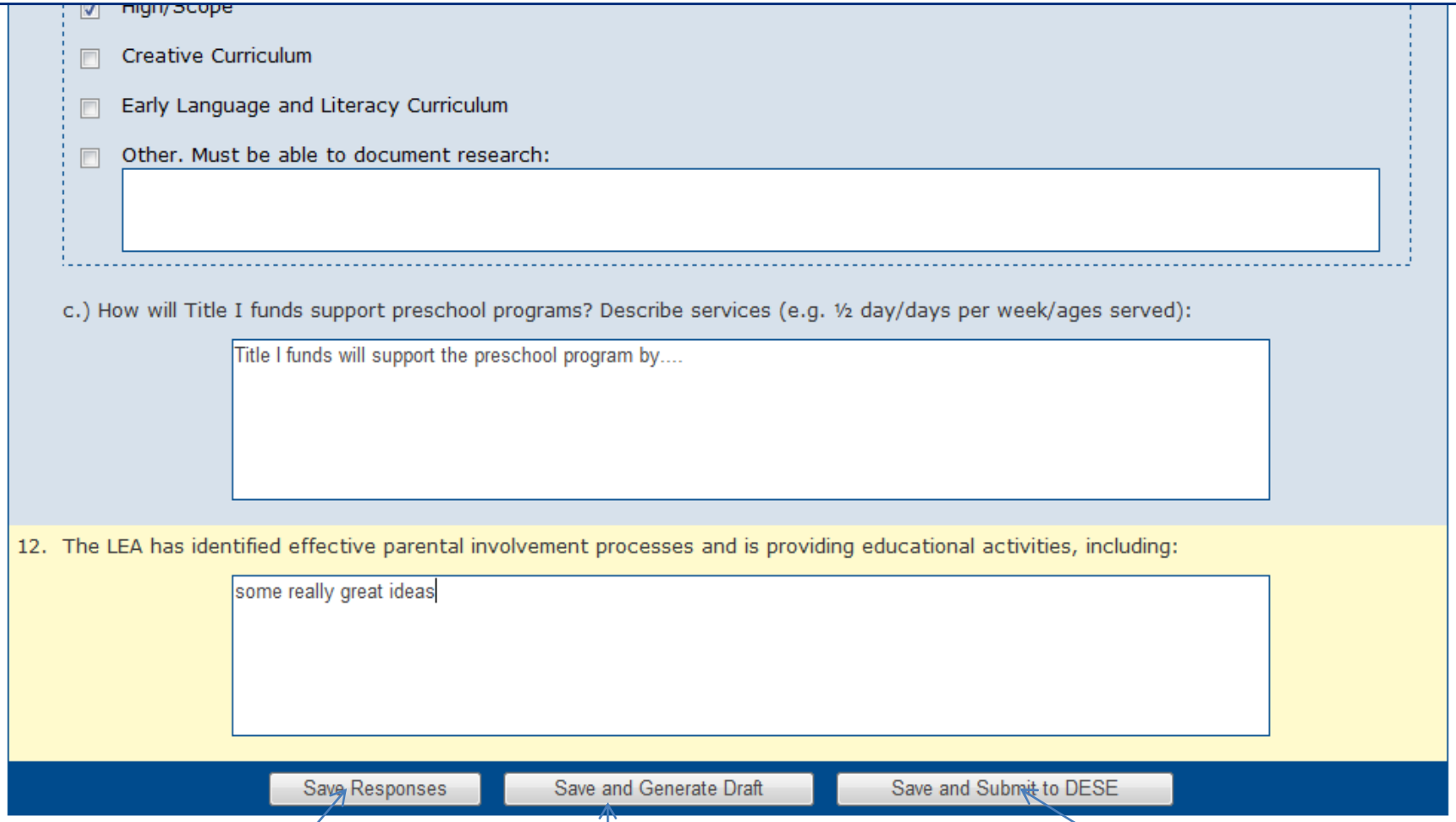
(a) Use of Funds for Schoolwide Programs
(1) In General – An LEA may consolidate and use funds under this part, together with other Federal, State, and local funds, in order to upgrade the entire educational program of a school that serves an eligible school attendance area in which at least 40 percent of the children are from low-income families, or at least 40 percent of the children enrolled in the school are from such families

(2)(B) Supplemental Funds – A school participating in a schoolwide program shall use funds

Starting the Plan

- After the plan has been saved the first time, additional options will display at the bottom of the plan that allow you to
  - work on the plan, save what you have done and come back later to complete it or modify it before submitting,
  - open a pdf document to show what you have completed at the time or
  - save the changes and submit to DESE

Starting the Plan



Save Responses

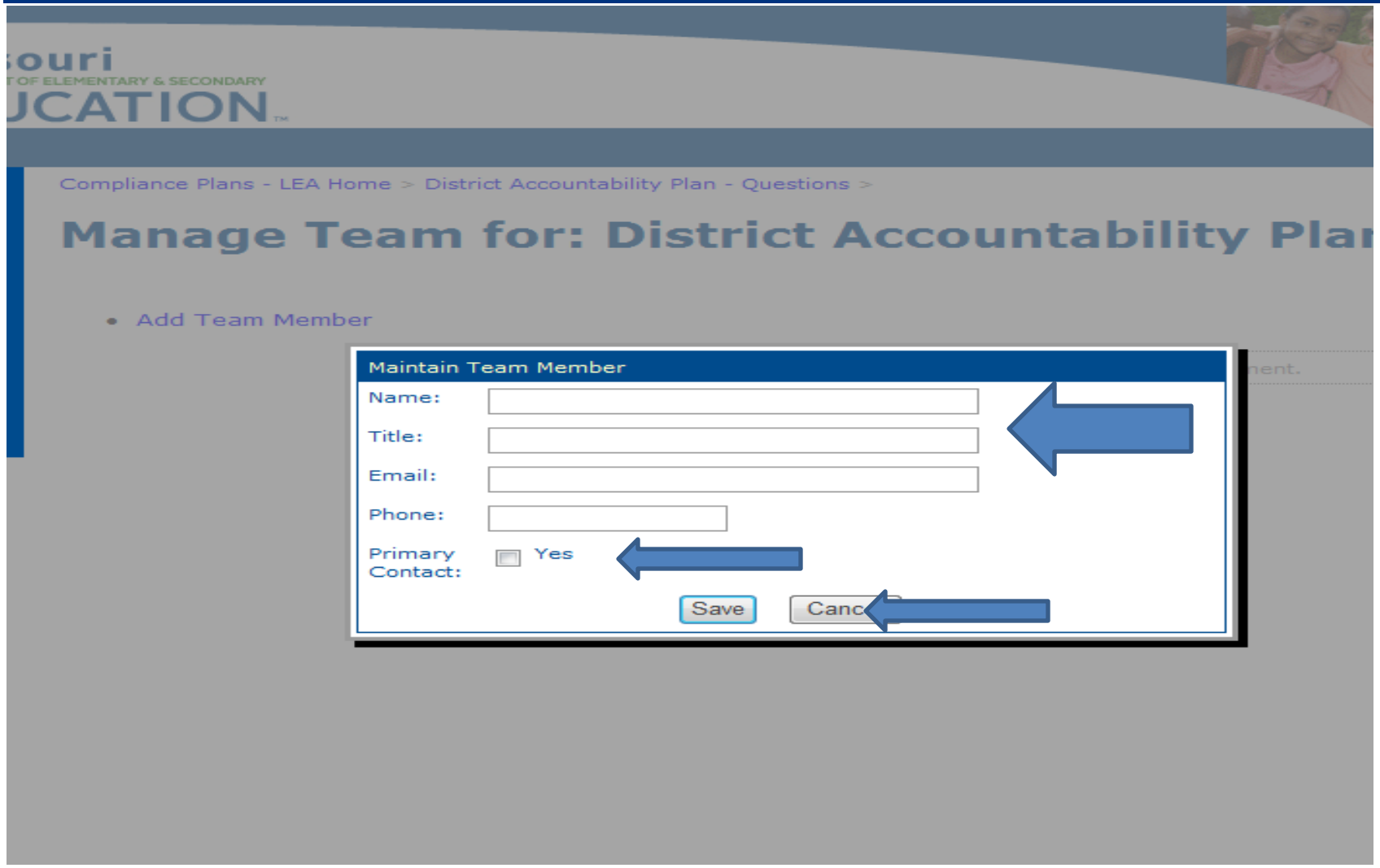
Save and Generate Draft

Save and Submit to DESE

Team Members

- Complete the contact information for the person who is primarily responsible for the plan.

Team Members



Navigation

- To exit the screen, click on the navigation links at the top.
  - These links will allow you to go back to the
    - <**Schoolwide Program Plan**> or the
    - <**Compliance Plan Home Page**>
  - If you click on/see **Menu**, you can access
    - **Web Application Menu**
    - **Logon/Logoff**

Missouri DEPARTMENT OF ELEMENTARY & SECONDARY EDUCATION

Menu

Info

District: RICHLAND R-I
Code: 103127
Logged in as: Linda Hays
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Navigation

- Web Application Menu
- Logon/Logoff

Compliance Plans - LEA Home > Schoolwide Program Plan (Building Level) - Questions >

Manage Team for: Schoolwide Program Plan (Building Level)

This Plan has been approved. If new team members changes are made and submitted, it will be taken out of approved status.

- Add Team Member

Name	Title	Email	Phone	Primary Contact	Delete
mary	tester	mary@fun.com	555/555/5585	Yes	

*team members cannot be deleted when DESE is reviewing the plan.

The Plan

20

Address each of the following:

1. **Planning & Review Team: Name and Title**
   Plan is developed with parent and community involvement including teachers, principals, and administrators. The team is charged with developing a comprehensive plan to reform the school's total instructional program.

2. **I. Needs Assessment - Schoolwide Program Plan.**
   A comprehensive needs assessment of the entire school, including the needs of migrant children, that includes children's achievement in relation to Missouri's Learning Standards

   Summarize strength and needs of the school's current educational program. As a result of this current comprehensive needs assessment, list by priority the specific areas of need and objectives to be addressed. The needs assessment review includes an examination of:
   Student achievement data that clearly identifies areas of low achievement;
   LEA strengths and weaknesses that have been identified through a drilldown process of the achievement data as well as hypothesized root causes for the data; and
   The resulting, prioritized improvement needs and goals.

   List by priority the specific areas of need to be addressed in the plan. Prioritized needs must be addressed in the plan.

3. **II. Schoolwide reform strategies**
   Identify how the building will provide opportunities for all children to meet the State's proficient levels based on the building's APR. Use effective methods and instructional strategies based on scientifically based research (SBR) that –

   Strengthen the school's core academic program
   List the evidence-based practices that will be implemented to strengthen the school's core academic program.

   ☐ Professional Learning Communities. Date of implementation

Item types

- Two types of items
  - Check boxes
  - Narrative to provide the information asked for in the item.
- Most are self explanatory
- Guidance for those that are not

Connections

- Focus Schools or Priority Schools with Schoolwide Programs should:
  - Link the Accountability Plans with the Schoolwide Programs
  - Use the same interventions and measurements as much as possible
  - Identify the same or similar professional development

Item 1 – What do I write?

1. **Plan is developed with parent and community involvement including teachers, principals, and administrators. The team is charged with developing a comprehensive plan to reform the school's total instructional program.**

- Please list the name and the position of the members of the planning team. Briefly describe the plan development timeline.

Item 1– What do I write ? EXAMPLE

The Elementary Principal, 2 Title I teachers, a teacher representative from each grade level, 1 Title I paraprofessional, and three parents met monthly from October to December; then twice a month in January and February to conduct a needs assessment and develop a comprehensive plan for the total instructional program in the school.

Item 2

2. **Summarize strength and needs of the school's current educational program. As a result of this current comprehensive needs assessment, list by priority the specific need areas and objectives to be addressed this year of the plan. The needs assessment review includes an examination of:**
   - **Student achievement data that clearly identifies areas of low achievement;**
   - **LEA strengths and weaknesses that have been identified through a drilldown process of the achievement data as well as hypothesized root causes for the data; and**
   - **The resulting, prioritized improvement needs and goals.**

List by priority the specific need areas to be addressed in the plan. Prioritized needs must be addressed in the plan.

Item 2– What do I write?

Provide a needs assessment including the data, including specific numbers/percentages used to identify the needs the school should address. Explain the drilldown process used. Provide a statement of hypothesis of the root causes, and then provide a list of no more than 3 priorities in a numbered list that shows what the plan will address.

What do I write – Item 2 EXAMPLE

The ABC School District evaluated academic programming and performance by analyzing local assessment data and demographic data, and Missouri Assessment Program (MAP) results. The following **data sources** were used: building Annual Performance Report, building APR Supporting Data, building Content Standard Summary, building Achievement Level Report, individual MAP results for students, DIBELS, and local assessment data. The group analyzed the special education and at-risk incidence rates, the educational environment, district benchmark assessment data, and the MAP results for the past several years. Current regular education interventions at the elementary schools were discussed including reading and math intervention for grades K-6.

What do I write – Item 2 EXAMPLE continued

The **data drilldown process** revealed that the proficiency rate for all students and the super subgroup of students at ABC Elementary were below the target and below the growth level in communication arts and math. DIBELS data indicates that XX% of students are at benchmark at the end of the year, and that XX% of students are well below benchmark. The DIBELS data shows that the national percentiles for each grade level fell from the beginning of the year to the end of the year, with X grade being considered at some risk and XX and XXX grade having scores close to some risk.

What do I write – Item 2 EXAMPLE continued

Based on these findings, the planning team hypothesized several **root causes**. Staff are inexperienced in using data effectively to select research based instructional strategies or intervention services. Collaboration between regular and supplemental teachers lacked a clear focus on data analysis and needed instructional support. Teachers are not teaching with fidelity to the core. Teachers have a lack of knowledge of research-based instructional strategies in differentiated instruction. Teachers need to identify specific interventions to address the needs of students struggling in reading and mathematics, which could allow for support teachers to work with their students in the regular education classroom more and increase students' time in the regular education environment. Math instruction has been based on calculation and worksheets and needs to include more reasoning and problem solving skills.

What do I write – Item 2 EXAMPLE continued

Based upon this hypothesis, the following **prioritized needs** were determined:

1. Build the capacity of teachers to use data to inform instruction by providing time for teachers to work collaboratively to analyze student work and assessment data and to modify instruction.
2. Implement research-based differentiated instructional strategies and reading strategies through a systematic method in a tiered instructional support system (RtI).

Items 3-5

- Items 3-5 do not need detailed explanations and examples.
- Item 4 asks for a list of high-quality student academic assessments which will be used. This list should have a clear reference to those assessments identified in the Title I.A LEA Plan.
- Additional guidance can be found on the Federal Instructional Improvement website.

Item 6

Identify strategies for meeting the educational needs of historically underserved populations. Include strategies to address the needs of all children in the school, particularly of low-achieving children and those at risk of not meeting Missouri's Learning Standards who are members of any program's target population that is included in the schoolwide program, which may include –

(aa) counseling, pupil services, and mentoring services

(bb) college and career awareness and preparation, such as college and career guidance, personal finance education, and innovative teaching methods, which may include applied learning and team-teaching strategies

(cc) integration of vocational and technical education programs.

Item 6– What do I write?

The Schoolwide Program should upgrade the entire educational program of the school. The plan identifies ways to help all students become successful. This includes providing services in addition to support for Communication Arts and Mathematics instruction. How will the building identify student needs and provide needed support beyond academic services?

What do I write – Item 6 EXAMPLE

The ABC Elementary School recognizes that students cannot do well academically if their primary needs are not addressed. Because of the high percentage of students who qualify for free or reduced priced lunch, ELL and minority populations (list according to school demographics), the school has worked with community organizations and churches to provide backpacks of food and supplies for students who need them. Additional mentoring is provided through an agreement with the local YMCA's Big Brother Big Sister program. Supplemental counseling and support beyond what is provided by school counselors is provided through an agreement between the school and the Department of Social Services Family Support Division.

What do I write – Item 6 EXAMPLE continued

The school provides career information and exploration including interest inventories, and encourages all students to realize they are able to succeed as encouraged by the Young Scholars Program. The school also works with the Middle School to prepare students for success as they transition from self-contained classrooms to new teachers, lockers, class schedules, hallway pass-time and new expectations.

Item 7– What do I write?

7. Address the assessment measures the school will use to determine if student needs are met.

- Indicate what measures will be used to show the strategy on Item #6 has been successfully completed for identified students.
- **EXAMPLE:** School attendance, behavior, participation in the designed activities and student academic performance will be reviewed quarterly. Partnerships and community involvement will be reviewed annually.

Item 8 – What do I write? EXAMPLE

8. Indicate how teachers are included in the decisions regarding the use of MAP and other assessments to provide information on and to improve the achievement of individual students and the overall instructional program.

- Examples might include the development and use of common assessments, benchmarks, building assessment calendar, data teams – both horizontal and vertical -- and end of year achievement targets for the grade/building.

Item 9

9. Activities to ensure students who experience difficulty mastering proficient levels for Missouri's Learning Standards shall be provided with effective, timely additional assistance which shall include measures to ensure students' difficulties are identified on a timely basis and to provide sufficient information to base effective assistance. Define what assistance will be offered:

Item 9– What do I write?

Systemic processes would include regular assessments and monitoring based on determined schedules, services to be provided based on assessment results, students and teachers understanding these processes and immediate support for students based on the needs identified. Services could be provided as before- or after-school tutoring. Time could be added to the school day to provide needed interventions/enrichments for all students, or some other method of delivering timely, effective assistance.

Item 13– What do I write?

13. Describe the high-quality and ongoing professional development for teachers, principals, and paras, and if appropriate, pupil services personnel, parents, and other staff to enable all children in the school to meet Missouri's Learning Standards.

- Additional information defining high-quality professional development can be found in the Core Data manual under Exhibit 31.
- **Please note**: One-day workshops and short-term conferences or workshops are not considered high-quality professional development, unless they are part of an ongoing program or plan and may not be funded with federal funds.

Item 16 – What do I write?

16. The district will coordinate and integrate the following federal, state and local services and programs to support the school's efforts:

- Describe how the school will use resources under this part and from other sources to implement the plan components. A local educational agency may consolidate and use funds, together with other Federal, State, and local funds, in order to upgrade the entire educational program of a school that serves an eligible school attendance area. Indicate what funds will be used to provide needed services for all students.

Item 16 – What do I write? EXAMPLE

The ABC Elementary School will coordinate and integrate Title I funds with other funds including: (list other funding sources to be used such as LEP, children with disabilities, neglected or delinquent youth, Native American students served under Title VII.A, homeless and immigrant students, local funds, etc.) to provide a seamless support system for all students. Using the Response to Intervention model, all students are provided tiered interventions and enrichment based on individual student data. Processes are in place to progress monitor and benchmark student progress, analyze the data for growth and needed interventions, and modify instruction based on this data analysis.

Item 18

18. Identify steps the building will use for assisting preschool children in the transition from early childhood programs, such as Head Start or Missouri Preschool Project to elementary school programs.

Item 18 – What do I write?

- Describe the steps the building takes to prepare students to enter the building and be readily served according to needs which are determined prior to the start of school. Include any collaborative work the receiving school has done with other early childhood programs to prepare preschool students for kindergarten and the school setting.

Item 18 – What do I write? EXAMPLE

The ABC Elementary School provides Summer School for pre-kindergarten students. Incoming kindergarteners are provided a tour of the building classrooms, lunch room, school bus and playground in preparation for entering the building prepared to learn. Parents as Teachers, kindergarten and pre-school teachers and other staff work together to screen students. The school collaborates with Head Start and local preschools and daycare providers to help students enter school ready to learn.

Plan Summary

- Start a new planning document
- Select a document
- Select a building
- Select the first implementation year (2013-14)
- Add a primary contact in the Team Member list
- Complete the plan
- Save/Submit

Schoolwide Program Plan Guidance

- A guidance document can be found on the Federal Instructional Improvement webpage at:
- http://www.dese.mo.gov/divimprove/fedprog/instrucimprov/

Contact Us

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Question and Answer

Thank you for your participation!