

School Improvement Plan Process

The State Board of Education requires the development of a School Improvement Plan (SIP). Further, WAC [180-16-220](#) requires SIPs to be approved by each district's local school board. The ESSA requirement to submit a SIP to OSPI applies only to schools that have less than 20 continuously enrolled students in the "all students" reading and mathematics proficiency categories or for schools with no population tested on the statewide assessment. Submission of the SIP for review is a component of our federally-approved state accountability plan.

Due Date and Plan Submission

Each school identified as N<20 or non-tested will provide OSPI with a copy of the 2018–19 School Improvement Plan, by 5 p.m. on November 16, 2018.

Submit plans electronically to Carrie Hert at carrie.hert@k12.wa.us. **Please include the district name in the subject line of your email submission.** If the plan is not available in electronic format, send a hard copy to Carrie Hert, Special Programs and Federal Accountability, P.O. Box 47200, Olympia, WA, 98504-7200.

Districts **must** provide the requested information by the above date; otherwise, schools will be determined to **not** have made the state's ESSA accountability criteria for the 2017–18 school year. Plans are required from **all** schools listed in Attachment 3.

SIP Review Process

OSPI will review each SIP to ensure that all elements are complete and will then provide specific feedback to the school/district.

SIP Components

SIP components are found in WAC 180-16-220, which can be viewed at:

<http://apps.leg.wa.gov/WAC/default.aspx?cite=180-16-220>. The required components are summarized in Attachment 2.

School Improvement Plan Requirements WAC 180-16-220

The checklist below contains the required elements for a School Improvement Plan (SIP) under WAC [180-16-220](#). SIPs are subject to review by OSPI. This checklist is intended as a tool to assist in preparation of the SIP and should **not** be submitted to OSPI.

- ✓ Annual School Board Approval.
- ✓ Achievement information on available ESSA Accountability indicators (such as regular attendance, high school graduation data, 9th graders on track to graduate, and/or English learner progress) and on any identified district and/or school assessment data from assessments other than the state required assessments.
- ✓ Goals set for student achievement based upon the school's needs assessment.
- ✓ Curriculum implementation of state academic standards for English Language Arts and mathematics and Instructional practices that meet the state's Learning Assistance Program's Menu of Best Practices requirements.
- ✓ Professional development opportunities to support teachers and principals to address the academic and non-academic learning needs of the school's students.
- ✓ Evaluation Plan that will define the process for evaluating the impact of the goals set to support student achievement.

Buildings and districts with N<20 or schools that do not have Smarter Balanced Assessment (SBA)-tested grades who do not submit the required SIP will not meet the state's accountability criteria. Failure to meet these criteria will result in identification as a Comprehensive or Targeted school.