School Improvement Plan Review
2011 – 2012 Checklist

School Name: ______________________________
Peer Review Team Members: ______________________________

The Peer Review Team is to complete one checklist for each school reviewed

PART I: SCHOOL INFORMATION COMPLETED

☐ School and Leadership Names
☐ Date of School Board Approval
☐ Achievement Data was reviewed
☐ Highly Qualified Administrators
  • Completed table listing all school administrators by position, name, certification(s), number of years at the current school, number of years as an administrator, and their prior performance record with increasing student achievement.
  • Quantitative data, including history of school grades, percent proficient, learning gains, etc. are included for each administrator.
☐ Highly Qualified Instructional Coaches
  • Completed table listing all school instructional coaches by subject area, name, certification(s), number of years at the current school, number of years as a coach, and their prior performance record with increasing student achievement.
  • Quantitative data, including history of school grades, percent proficient, learning gains, etc. are included for instructional coaches. Use prior record of performance as a teacher if a first year coach.
  • Include coaches who work solely at your school, but schools can include coaches shared between schools.
☐ Highly Qualified Teachers
  • Completed table describing the school-based strategies used to recruit and retain highly qualified teachers. Include person responsible and projected completion date(s).
☐ Non-Highly-Qualified Instructors
  • Completed table listing all instructional staff and paraprofessionals who are teaching out-of-field and/or are NOT highly qualified.
☐ Staff Demographics
☐ Teacher Mentoring Program
  • Completed table listing the name(s) of new and struggling teachers (mentees), names of mentors, selected rationale for the pairing, and the planned mentoring activities.
☐ Additional Requirements
  • Coordination and Integration – Completed table is REQUIRED FOR ALL TITLE I SCHOOLS; all others may omit.
☐ Response to Instruction/Intervention (PS/RtI) – Selected for each prompt including:
  • School-base PS/RtI Team
    o Identify school-based PS/RtI Leadership Team
    o How PS/RtI Leadership Team functions
    o Describe PS/RtI Leadership Team role in SIP
  • PS/RtI Implementation
    o Data Management System (assessments)
    o Plan to train staff on PS/RtI
☐ Literacy Leadership Team (LLT)
  • Identify the school-based Literacy Leadership Team (LLT)
  • Describe how the school-based LLT functions
  • What will be the major initiatives of the LLT this year?
☐ NCLB Public School Choice – Attachment of SINI Status, Public School Choice with Transportation, and Supplemental Educational Services Notifications are ONLY REQUIRED FOR TITLE I SCHOOLS; all others may omit. Check this box for Title I Schools and complete the checkboxes below.
  • Title I schools should copy and paste each required letter at the end of the SIP Word template after the DA Checklist (if required).
   ☐ A copy of the Notification of School (SINI) Status to Parents is attached.
   ☐ A copy of the Public School Choice with Transportation (CWT) Notification to Parents is attached.
   ☐ A copy of the Supplemental Education Services (SES) Notification to Parents is attached.
☐ Pre-School Transition – ELEMENTARY TITLE ONE SCHOOLS ONLY
Schools with Grades 6 – 12 Only

HIGH SCHOOLS ONLY

- Describe how the school incorporates applied or integrated courses to help students see the relationships between subjects and relevance to their future.
- Describe how the school incorporates students’ academic and career planning, as well as promote course selections, so that students’ course of study is personally meaningful.


PART II: EXPECTED IMPROVEMENTS
Each goal must have a complete:
  - Problem-Solving to Increase Student Achievement Table
  - Professional Development (PD) / Professional Learning Community (PLC) Table
  - Budget Table
    - Title I Schools only – The budget table for each goal must include Title I funds.

Academic Goals

What are the primary academic (Reading, Math, Writing, and Science) strategies being implemented at the school this year?

Engagement Goals

What are the primary engagement (Attendance, suspension, dropout prevention and parent involvement) strategies being implemented at the school this year?
Bradley Memoranda of Understanding (MOUs) Required Objectives – REQUIRED FOR ALL SCHOOLS

☐ An objective will be written for A/A students to address continuous improvement in reading, writing, math, science and graduation rates (High Schools Only). This objective can be incorporated into Goal #5A for Reading, Math, but must also be added for Science and Writing.

☐ An objective will be written to improve the relative rates of discipline for African American students. This can be included in the Suspension Goal and can also be addressed as an Other Goal related to your Schoolwide Behavior Plan.

☐ One or more objectives must be included to address disparities in the assignment of African American students in advanced courses, ESE programs, gifted programs, countywide programs (i.e. magnet, fundamental, and career academies).

☐ Complete Budget Tables - A separate budget table must be completed for each goal

- Despite the lack of specific SIP funds, budget tables must be completed in the SIP.
- Budgets should only include school-based funded activities/materials and exclude district funded activities/materials. School-based funds could include, discretionary funds, Title I funds, internal funds, SAI or ELP funds, etc.
- Rows in the budget table should include the specific strategy from the goal Problem-Solving Process Table.
- It is not necessary to have budget items listed for all strategies or all the categories (Evidence-based Program(s)/Materials, Technology, Professional Development, Other)

☐ Final Budget

- Completed table totaling all individual Goal budgets for each applicable area.
- **Title I Schools Only - The Final Budget must include all Title I funds.**

☐ Differentiated Accountability – DA Schools Only

- Indicate School DA Status Category.
- Uploaded the appropriate DA checklist for your DA category

☐ School Advisory Council

- Membership Compliance – Y/N
- Projected use of SAC funds – Schools should enter -”N/A – There are no allocated state or district SIP funds for the 2010-2011 school year.”
- The activities of SAC for the upcoming year section must still be completed.

Comments, questions, or suggested revisions of peer reviewer:

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Peer Reviewer Signature (digital is fine, just type in Reviewer name) Date

*Red items designate requirements under the Memorandum of Understanding in the Bradley Case. 
Revised 8/25/10 BL
Revised 8/18/2011 NMC