

Director's Message Continued

May 2021

The Virginia Continuous School Improvement Planning process consists of four modules teamed with an ancillary resource guide. The modules are designed to aid our schools in safeguarding compliance with state and federal requirements, ensuring the impact of instruction remains focused on improving student outcomes, and most importantly confirming that all children have an opportunity to a high quality education. Schools and school divisions are encouraged to follow these best practice principles when implementing their planning process.

1. Review the school's current school improvement plan and current planning processes.
2. Review **Module I** provides a brief introduction and offers background information regarding the continuous improvement process
 - Select the continuous improvement model for use by the school.
3. Consult **Module II** presents the legal requirements for schools and divisions regarding the comprehensive needs assessment (CNA) and introduces a guiding five-phase process to complete a successful comprehensive needs assessment.
 - Review the elements for inclusion in a CNA, to include use of multiple data sources, stakeholder engagement, and collaborative identification of improvement to determine the school's area of focus.
4. Consult **Module III** describes the legal requirements for schools and divisions regarding the development of a multi-year plan (comprehensive school improvement plan [CSIP]). It introduces the recommended guiding principles for school improvement planning to assist in development of the school's plan to implement solutions.
 - Review the components of a Comprehensive School Improvement Plan (essential actions, action steps, etc.).
5. Consult **Module IV** addresses requirements regarding the impact on student achievement and student progress. The checklist also serves to assist schools in ensuring necessary resources are available and sustainability planning.
 - Review the progress monitoring components of Who, What and How.
 - Review both the progress on implementation and impact on student progress.
 - Examine the school's progress and revise the plan, as needed.
6. **The Continuous Improvement Resource Guide** is a companion document that offers a series of appendices, tools, templates, resources, and information designed to give the schools and division additional information and assistance.
7. Consult the assigned OSQ Regional Contact for any additional support.