

Frequently Asked Questions

IMPROVEMENT PLANNING <> 2010-2011

Overview

A [Resource Manual](http://www.isbe.net/sos/pdf/improvement_manual.pdf) (http://www.isbe.net/sos/pdf/improvement_manual.pdf) has been developed to provide detailed directions on the actions required to be taken by Illinois districts and schools that have been identified as being in academic status as defined by [Public Law 107-110, the No Child Left Behind Act of 2001](#), [Section 1101, Section 2-3.25d of the School Code](#), [105 ILCS 5/2-3.25d](#), and [Section 1.85 School and District Improvement Plans; Restructuring Plans of the Illinois Administrative Code](#). The information should be shared with all district and school representatives involved in the preparation of district improvement plans, school improvement plans, and/or restructuring plans, as well as those developing Title I district plans.

Response to Intervention (RtI) Plan → Use the District Improvement Plan (DIP)

All Illinois districts were required to complete a **Response to Intervention (RtI) plan** by January 1, 2009. Districts are to incorporate the RtI objectives and activities that address the required components in the **District Improvement Plan (DIP)** template at the Interactive Illinois Report Card website (<http://iirc.niu.edu>). The RtI expectations are defined in [Section 226.130 of the Illinois Administrative Code](#) and details regarding the RtI plan components are available on the ISBE website at http://www.isbe.net/RtI_plan/default.htm under the Resources section. Subsequent revisions to a district improvement plan may identify RtI implementation.

Is my district or school required to submit a plan?

To determine if your district and/or school is required to submit a plan based on the 2010 Report Card Data, please review the chart below and consider the following questions.

Is the district or school in academic status?	Yes	Yes	No
Does the district or school have a locally approved current improvement plan submitted at the IIRC?	Yes	No	No
	↓	↓	↓
	No Plan Required	Plan Required	No Plan Required

Is the district or school in academic status? How do I find out?

- The [ISBE e-Report Card Public Site](http://webprod.isbe.net/ereportcard/publicsite/getSearchCriteria.aspx) (<http://webprod.isbe.net/ereportcard/publicsite/getSearchCriteria.aspx>) provides access to district and individual schools report cards, as well as other data. If the district and/or school is in academic status, the **Adequate Yearly Progress (AYP) Information Page** of the District and/or School Report Card provides the state academic status and the federal improvement status for those districts and schools receiving Title I funds.

- School Improvement Status and District Improvement Status charts are also posted at ISBE's **Data Analysis and Progress Reporting** site:
<http://www.isbe.net/research/htmls/improvement.htm>.

Is my district or school required to have an improvement plan in the Interactive Illinois Report Card (IIRC) e-Plans templates?

- Districts and schools in academic status must always have a current two-year improvement plan posted at IIRC [see [Section 1.85\(d\) of the Illinois Administrative Code](#)]. This means that any district or school new to or remaining in status based on 2010 assessment data must have either a 2009-2011 improvement plan or have a 2010-2012 improvement plan. A current plan is one that is approved by the local board, has been submitted to ISBE via the IIRC, and is being implemented.

If a district or school is in academic status and has a locally approved current improvement plan submitted at the IIRC, then no plan is due during the 2010-2011 school year.

Illinois districts and schools in **academic early warning** or **district or school improvement** or **academic watch** or **corrective action status** or **restructuring implementation** must submit a revised improvement plan as required by [Public Law 107-110, the No Child Left Behind Act of 2001, section 1101 et seq.](#), and [Section 2-3.25d of the School Code, 105 ILCS 5/2-3.25d](#).

Revisions are then required at the expiration of the two-year plan while the district or school remains in academic status. Districts are required to submit restructuring plans on behalf of schools after the fifth calculation of not making **Adequate Yearly Progress** (<http://isbe.net/ayp/default.htm>).

- If a district or school is in academic status and does not have a locally approved current improvement plan submitted at the IIRC, a plan is due. See posted deadlines for the specific required plans.
- If a district or school is not in academic status, no improvement plan is required. However, districts and schools are encouraged to use the e-Plans for improvement planning. The IIRC multi-year data analysis and standardized format is very useful for planning.

My district or school is not funded with Title I dollars. Is an improvement plan required?

Any district or school in academic status that does or does not receive Title I funds is required to have a current improvement plan. Federal and state laws include improvement planning requirements for districts and schools.

How can I find out if my district or school has a current plan?

District and school planners with user names and passwords should check the IIRC (<http://iirc.niu.edu/>) by searching under District or School to see if improvement plans have been submitted and, if so, for which planning year. Directions to access e-plan templates are available in the Resource Manual. Restructuring plans are available within the District e-plans site.

If you do not have the user name and password for your district/school to access the district and school IIRC templates, email Gail Buoy at gbuoy@isbe.net for user names and passwords. Please provide the district's full name, [region-county-district-type code \(RCDT\)](#), district number, as well as your name and position in the email request.

The local board approval date and submission date are listed. Districts and schools in academic status must have submitted a locally board approved plan for 2010 (the plan spans 2009-2011) or for 2010 (the plan spans 2010-2012). To determine the time span for a submitted improvement plan, review the implementation dates of the strategies and activities listed in Section II – The Action Plan.

Strategies and activities must span two years to meet requirements. Plans that were submitted in the 2009 IIRC templates that include strategies and activities that span the 2009-2011 school year are considered current. Plans based on 2010 data will have a June 30, 2012, expiration date.

**My district or school in academic status has an e-Plan for 2009-2011 in the IIRC.
Am I required to update this plan based on the 2010 assessment results?**

A locally board approved plan submitted for ISBE review at the IIRC for 2009-2011 may be updated to reflect 2010 assessment results; however, a whole scale revision is not intended or required. Note: if you do make significant changes to the plan, you should submit the plan again to your local board. Also, if you make updates to your plan, label the new strategies, activities, or information with the current date so that plan users know what has been updated.

When is the district or school plan due?

Academic Status

NOTE: The initial date that ISBE releases district and school assessment results via the Illinois Web Application Security (IWAS) serves as the official notification of district and school status related to district, school, and restructuring plans.

The federal and state status is printed on the **Report Card Adequate Yearly Progress (AYP) page**.

Based on the 2010 data, the timeline for the submission of required improvement plans on the Illinois Interactive Report Card (IIRC) site (<http://iirc.niu.edu>) follows:

Type of Plan	Explanation	Time Period from release of data on IWAS
District Improvement Plan	A district improvement plan is due if the district report card indicates the district is in academic status and/or the current district improvement plan has expired.	90 days
School Improvement Plan	A school improvement plan is due if the school report card indicates the school is in academic status and/or the current school improvement plan has expired. This deadline also applies for single school districts.	135 days
Restructuring Plan	District must write restructuring plans for any school listed as AW2, AW3, AW4, or AW5 (see Status Chart) that does not have an ISBE reviewed restructuring plan.	6 months

Special Education:

Special Education submission deadlines will be coordinated with the Focused Monitoring Team Leader and submission dates will not always coincide. However, other planning requirements are generally the same as the academic status plans.

**I have my 2010 assessment results and know that my district or school is in academic status.
How do I get started on my improvement plan?**

- Districts and schools in status should work with their area Regional Office of Education (ROE) or Intermediate Service Center (ISC) for technical assistance with the development, submission, and implementation of these plans. A directory of the state's ROEs and ISCs is available at <http://www.iarss.org/directory/state-map.html>.

No new improvement plans work should be entered into the 2009 IIRC template. **New plans should be entered into the 2010 IIRC template.**

I've checked the IIRC but do not see a 2010 IIRC template: can you help me find it?

Templates for 2010 improvement plans will be loaded at the IIRC as soon as 2010 assessment data are final.

In the meantime, you may start planning based on your data and use the **Word version templates.**

- The District Improvement Plan template is available at http://www.isbe.net/sos/pdf/improvement_manual.pdf. This template is to be used by district and single-school districts.
- The School Improvement Plan template is available at http://www.isbe.net/sos/word/eplan_school_template.doc.

Once the 2010 IIRC templates are available, you can paste the Word document information into the IIRC template sections.

How does the district and/or school prepare and submit a plan?

All plans are submitted via the Interactive Illinois Report Card (IIRC) <http://iirc.niu.edu/>. New plans are to be submitted into the 2010 IIRC appropriate plan template.

If you are a single school district, you will use the "Single School District" template available at the IIRC when you access the "district" main menu. The deadline for submission is the same as for other schools in status. Note: if you have changes in the number of schools in your district, please follow the directions at CDS Codes: Guidelines and Procedures for Changes (see http://www.isbe.net/research/pdfs/cds_codes.pdf).

Updated, detailed planning guides and monitoring prompts on how to prepare district improvement, school improvement, and restructuring plans can be found at the IIRC login page for improvement plans (<http://iirc.niu.edu>) and on the ISBE website at http://www.isbe.net/sos/htmls/improvement_process.htm (Section 1.20 Operational Requirements of the Illinois Administrative Code). Districts and schools will be required to submit plans to bring them into compliance.

IIRC Access: If you do not have the user name and password for your district/school to access the district and school IIRC templates, email Gail Buoy at gbuoy@isbe.net for user names and passwords. Please provide the district's full name, region-county-district-type code (RCDT), and district number in your email request.

Will ISBE review this plan and how?

Districts and schools are to implement their plans after receiving local school board approval and must then submit the plan to ISBE via the IIRC site.

ISBE staff will oversee the review of all plans using the 2010-2011 monitoring prompts which are available at http://www.isbe.net/sos/htmls/improvement_process.htm.

The ISBE responses will be provided in the “Monitoring” sections of the district/school’s IIRC template.

What if a district or school fails to submit a required plan?

ISBE will take action for districts that are delinquent in submitting district, school, or restructuring plans as required by law. ISBE will freeze the Title I funds for Title I funded districts delinquent in these plans. Further, ISBE will recommend that recognition be "pending" for all such districts and schools -- whether they receive Title I funds or not. This action can lead to a district or school losing its recognition.

What technical assistance is available?

Technical assistance with the development, submission, and implementation of these plans is available through the **Regional Offices of Education and the Intermediate Service Centers.**

- **Directory:** <http://www.iarss.org/directory/state-map.html>
- **Statewide Professional Development Activities:**
<http://www.iarss.org/inservice/wsdb.asp?Area=-1>

ISBE has also developed web-based resources for district and school plan developers. These are accessible at http://www.isbe.net/sos/htmls/improvement_process.htm. Examples of presentations include the following:

- **Tips for Improvement Planning: Lessons Learned** (webinar)
 - **PowerPoint Presentation**
- **Developing School Improvement Plans #101** (PPT)

If you have questions about Illinois e-Plans templates or plan requirements, please contact Carol Diedrichsen (cdiedric@isbe.net) or Martha (Marti) Woelfle (mwoelfle@isbe.net) or call the Innovation and Improvement Division at 217/524-4832.

RESOURCES

Federal Guidance - LEA and School Improvement Non-Regulatory Guidance (Revised) July 21, 2006
Student Achievement and School Accountability Programs, Office of Elementary and Secondary Education, U.S. Department of Education.

Center on Innovation and Improvement

National center provides access to research-based resources on district and school improvement processes.

What Works Clearinghouse

U.S. Department of Education, Institute of Education Services that features educational resources demonstrating what works in education.

National High School Center

National center serves as the central source of information and expertise on high school improvement for the [Regional Comprehensive Centers \(RCCs\)](#).

Illinois Principals Association/ISBE: School Showcase webinars

Illinois middle and high schools that made significant academic improvement in 2009-2010. Handouts and other materials are available to download with each school's recording.