



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

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June 9, 2014

MEMORANDUM

TO: School-level and Single Building District-level ASSIST Users in 2011, 2012 and 2013 Priority Schools

FROM: Bill Witt, Supervisor
School Improvement Support Unit
Office of Education Improvement and Innovation (OEII)

SUBJECT: School Improvement Requirements in ASSIST

MDE disseminated information on the substitution of the School Reform Office Unpacking Tool for certain components of the School Improvement Plan in ASSIST. There has been some confusion as to what is required in ASSIST and if there is a difference in these requirements for AdvancED/NCA accredited schools. The information below clarifies these requirements and points out that the only time there is a difference between AdvancED/NCA accredited schools and single-building districts is during the External Review Year.

2014-15 ASSIST REPORTING REQUIREMENTS FOR PRIORITY SCHOOLS

School Improvement Plan for All Priority Schools

- School Data Analysis
- School Additional Requirements Diagnostic
- Title I TA Diagnostic 2014-2015 (Additional - Only if Title I Targeted Assistance)
- Title I SW Diagnostic 2014-2015 (Additional - Only if Title I Schoolwide)
- Goals and Plans (Additional)
- Health and Safety (HSAT) Diagnostic (Additional)

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School Improvement Plan for NCA accredited Priority Schools during the year of the External Review ONLY

- School Data Analysis
- School Additional Requirements Diagnostic
- Student Performance Diagnostic – Schools
- Stakeholder Feedback Diagnostic – Schools
- Title I TA Diagnostic 2014-2015 (Additional - Only if Title I Targeted Assistance)
- Title I SW Diagnostic 2014-2015 (Additional - Only if Title I Schoolwide)
- Health and Safety (HSAT) Diagnostic (Additional)
- Goals and Plans (Additional) – The SRO Unpacking Tool will be uploaded in the Accreditation Report.

Single Building District Improvement Plan for ALL Priority Single Building Districts

- School Data Analysis
- Single Building District Additional Requirements Diagnostic
- Title I TA Diagnostic 2014-2015 (Additional - Only if Title I Targeted Assistance)
- Title I SW Diagnostic 2014-2015 (Additional - Only if Title I Schoolwide)
- Goals and Plans (Additional)
- Health and Safety (HSAT) Diagnostic (Additional)

Single Building District Improvement Plan for NCA accredited Priority Single Building Districts during the year of the External Review ONLY

- School Data Analysis
- Student Performance Diagnostic – Schools
- Stakeholder Feedback Diagnostic – Schools
- Single Building District Additional Requirements Diagnostic
- Title I TA Diagnostic 2014-2015 (Additional - Only if Title I Targeted Assistance)
- Title I SW Diagnostic 2014-2015 (Additional - Only if Title I Schoolwide)
- Goals and Plans (Additional) – The SRO Unpacking Tool will be uploaded in the Accreditation Report.
- Health and Safety (HSAT) Diagnostic (Additional)

NOTE:

2011, 2012 and 2013 cohort Priority Schools will use the **SRO Unpacking Tool** which is based on their designated Turnaround or Transformation Plans in place of:

- Goals and Plans

The Executive Summary Diagnostic and the Improvement Plan Stakeholder Involvement Diagnostic are incorporated into the Reform/Redesign Diagnostic and may be updated as necessary.

The other diagnostics listed are assigned based on single-building district or school statuses, such as: (Title 1 SW or TA, Single Building District, NCA Accredited during the year of an External Review). Please note that components listed under "Additional" may or may not be required based on the individual school's status.

Should the District/ ISD/ESA make the determination that a school should do an additional component; the components are listed as such and may be chosen if needed.

If you have questions regarding school improvement reporting in ASSIST, please contact the [School Improvement Support Unit](#) at (517) 373-4213.