

School Improvement Plan Quality Checklist

Ratings: 1 = Needs Revision Before Final Approval
 2 = Acceptable
 3 = Exemplary

	Date:	
Target Area Goal 1: <input type="checkbox"/> Goal matches approved goal.		
Interventions	Comments:	Rating:
<input type="checkbox"/> Written in student terms. <input type="checkbox"/> Indicate what students will do, learn, participate in, study, demonstrate, etc. <input type="checkbox"/> Based on research or other reliable information <input type="checkbox"/> Contain new ideas/programs not already in place. <input type="checkbox"/> Appear powerful enough to cause significant improvement. <input type="checkbox"/> Cross-curricular interventions indicate how different curricular areas will implement. <input type="checkbox"/> Listed 1 per page.		
Activities	Comments:	Rating:
<input type="checkbox"/> Contain steps for staff and others (including students) to implement. <input type="checkbox"/> Contain enough details to make the plan understandable. <input type="checkbox"/> Contain all the steps necessary to implement the plan.		
Persons Responsible	Comments:	Rating:
<input type="checkbox"/> One person is identified as ultimately accountable. <input type="checkbox"/> Contains additional names/positions of staff responsible for each activity if necessary [e.g. "All Teachers"].		
Time Line	Comments:	Rating:
<input type="checkbox"/> Each activity has a definite starting and ending date. <input type="checkbox"/> Timeline is reasonable and can be accomplished.		
Resources	Comments:	Rating:
<input type="checkbox"/> All necessary resources (materials, staff development costs, time, etc.) are listed for each activity.		
Assessments	Comments:	Rating:
<input type="checkbox"/> The assessment package measures the goal (not interventions or activities). <input type="checkbox"/> At least 3 assessments listed representing both common metric and context bound. <input type="checkbox"/> All assessments measure student achievement (not staff). <input type="checkbox"/> All assessments have planned pre- and post-testing		
Results-Based Staff Development	Comments:	Rating:
<input type="checkbox"/> Staff development outcomes are written in terms of what teachers will know and be able to do. <input type="checkbox"/> Staff development clearly relates to the Target Goal. <input type="checkbox"/> Details of all necessary activities are included. <input type="checkbox"/> Indicators of effectiveness of staff development are listed.		

		Date:
Target Area Goal 2: _____ Goal matches approved goal.		
Interventions		Comments:
_____ Written in student terms. _____ Indicate what students will do, learn, participate in, study, demonstrate, etc. _____ Based on research or other reliable information _____ Contain new ideas/programs not already in place. _____ Appear powerful enough to cause significant improvement. _____ Cross-curricular interventions indicate how different curricular areas will implement. _____ Listed 1 per page.		Rating:
Activities		Comments:
_____ Contain steps for staff and others (including students) to implement. _____ Contain enough details to make the plan understandable. _____ Contain all the steps necessary to implement the plan.		Rating:
Persons Responsible		Comments:
_____ One person is identified as ultimately accountable. _____ Contains additional names/positions of staff responsible for each activity if necessary [e.g. "All Teachers"].		Rating:
Time Line		Comments:
_____ Each activity has a definite starting and ending date. _____ Timeline is reasonable and can be accomplished.		Rating:
Resources		Comments:
_____ All necessary resources (materials, staff development costs, time, etc.) are listed for each activity.		Rating:
Assessments		Comments:
_____ The assessment package measures the goal (not interventions or activities). _____ At least 3 assessments listed representing both common metric and context bound. _____ All assessments measure student achievement (not staff). _____ All assessments have planned pre- and post-testing		Rating:
Results-Based Staff Development		Comments:
_____ Staff development outcomes are written in terms of what teachers will know and be able to do. _____ Staff development clearly relates to the Target Goal. _____ Details of all necessary activities are included. _____ Indicators of effectiveness of staff development are listed.		Rating:

		Date:
Target Area Goal 3: <input type="checkbox"/> Goal matches approved goal.		
Interventions		Comments: Rating:
<input type="checkbox"/> Written in student terms. <input type="checkbox"/> Indicate what students will do, learn, participate in, study, demonstrate, etc. <input type="checkbox"/> Based on research or other reliable information <input type="checkbox"/> Contain new ideas/programs not already in place. <input type="checkbox"/> Appear powerful enough to cause significant improvement. <input type="checkbox"/> Cross-curricular interventions indicate how different curricular areas will implement. <input type="checkbox"/> Listed 1 per page.		
Activities		Comments: Rating:
<input type="checkbox"/> Contain steps for staff and others (including students) to implement. <input type="checkbox"/> Contain enough details to make the plan understandable. <input type="checkbox"/> Contain all the steps necessary to implement the plan.		
Persons Responsible		Comments: Rating:
<input type="checkbox"/> One person is identified as ultimately accountable. <input type="checkbox"/> Contains additional names/positions of staff responsible for each activity if necessary [e.g. "All Teachers"].		
Time Line		Comments: Rating:
<input type="checkbox"/> Each activity has a definite starting and ending date. <input type="checkbox"/> Timeline is reasonable and can be accomplished.		
Resources		Comments: Rating:
<input type="checkbox"/> All necessary resources (materials, staff development costs, time, etc.) are listed for each activity.		
Assessments		Comments: Rating:
<input type="checkbox"/> The assessment package measures the goal (not interventions or activities). <input type="checkbox"/> At least 3 assessments listed representing both common metric and context bound. <input type="checkbox"/> All assessments measure student achievement (not staff). <input type="checkbox"/> All assessments have planned pre- and post-testing		
Results-Based Staff Development		Comments: Rating:
<input type="checkbox"/> Staff development outcomes are written in terms of what teachers will know and be able to do. <input type="checkbox"/> Staff development clearly relates to the Target Goal. <input type="checkbox"/> Details of all necessary activities are included. <input type="checkbox"/> Indicators of effectiveness of staff development are listed.		

		Date:
Target Area Goal 4: <input type="checkbox"/> Goal matches approved goal.		
Interventions		Comments:
<input type="checkbox"/> Written in student terms. <input type="checkbox"/> Indicate what students will do, learn, participate in, study, demonstrate, etc. <input type="checkbox"/> Based on research or other reliable information <input type="checkbox"/> Contain new ideas/programs not already in place. <input type="checkbox"/> Appear powerful enough to cause significant improvement. <input type="checkbox"/> Cross-curricular interventions indicate how different curricular areas will implement. <input type="checkbox"/> Listed 1 per page.		Rating:
Activities		Comments:
<input type="checkbox"/> Contain steps for staff and others (including students) to implement. <input type="checkbox"/> Contain enough details to make the plan understandable. <input type="checkbox"/> Contain all the steps necessary to implement the plan.		Rating:
Persons Responsible		Comments:
<input type="checkbox"/> One person is identified as ultimately accountable. <input type="checkbox"/> Contains additional names/positions of staff responsible for each activity if necessary [e.g. "All Teachers"].		Rating:
Time Line		Comments:
<input type="checkbox"/> Each activity has a definite starting and ending date. <input type="checkbox"/> Timeline is reasonable and can be accomplished.		Rating:
Resources		Comments:
<input type="checkbox"/> All necessary resources (materials, staff development costs, time, etc.) are listed for each activity.		Rating:
Assessments		Comments:
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Results-Based Staff Development		Comments:
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		Date:
Target Area Goal 5: <input type="checkbox"/> Goal matches approved goal.		
Interventions		Comments: Rating:
<input type="checkbox"/> Written in student terms. <input type="checkbox"/> Indicate what students will do, learn, participate in, study, demonstrate, etc. <input type="checkbox"/> Based on research or other reliable information <input type="checkbox"/> Contain new ideas/programs not already in place. <input type="checkbox"/> Appear powerful enough to cause significant improvement. <input type="checkbox"/> Cross-curricular interventions indicate how different curricular areas will implement. <input type="checkbox"/> Listed 1 per page.		
Activities		Comments: Rating:
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Persons Responsible		Comments: Rating:
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Time Line		Comments: Rating:
<input type="checkbox"/> Each activity has a definite starting and ending date. <input type="checkbox"/> Timeline is reasonable and can be accomplished.		
Resources		Comments: Rating:
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