



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234
Office of P-12
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To: District Superintendents
Focus District Superintendents
Title I Coordinators

From: Maxine Meadows-Shuford *Maxine Meadows-Shuford*
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Subject: 2017-18 District Comprehensive Improvement Plan (DCIP) and School Comprehensive Education Plan (SCEP) Templates and Review Process

Date: April 25, 2017

Please find enclosed the 2017-18 DCIP and SCEP templates, the DCIP and SCEP Completion Guides, and a timeline of upcoming events related to the submission and review of the DCIP and SCEPs. Please note that minimal changes have been made to the DCIP and SCEP templates. District and school leadership teams should reflect on the implementation of the 2016-2017 DCIP and SCEPs and quarterly reporting documents to help inform the development of the 2017-2018 DCIP and SCEP's.

While changes to the 2017-2018 DCIP and SCEP templates are minimal, the New York State Education Department (NYSED or "the Department") will implement changes to the processes by which improvement plans are reviewed. Specifically, the Office of Accountability will implement the review model below:

- NYSED will review and provide feedback on ALL DCIPs;
- NYSED will review and provide feedback on ALL non-ReceiverShip Priority School SCEPs;
- NYSED will train staff from Focus Districts with identified Focus Schools on how to review their own Focus School SCEPs;
- NYSED and Focus District staff will collaboratively engage in a simultaneous review of a NYSED-selected SCEP to ensure feedback is calibrated; and
- NYSED will engage with Focus District staff in a series of technical assistance sessions to provide support for districts who are helping schools accomplish the mission critical work being completed.

This new model is designed to enhance the culture of collaborative inquiry among NYSED, districts, and identified schools to provide more meaningful and timely feedback to identified schools. Specific details related to Focus District reviewer training will be forthcoming under separate cover.

In addition to enhanced collaboration, this new review process is intended to build districts' capacity for changes that will be implemented under the Every Student Succeeds Act (ESSA) starting in the 2018-2019 school year. In Fall 2018, NYSED will generate a new accountability list using the new accountability indicators included in the State Plan. Under ESSA, schools in accountability will no longer be classified as Focus or Priority. Instead, identified schools will be designated as either a Comprehensive

Support and Improvement School (CSI) or Targeted Support and Improvement School (TSI). While ESSA requires NYSED to review and approve improvement plans for CSI schools, the review, approval, and monitoring of TSI school improvement plans will shift and primarily be the responsibility of the district. To help build district capacity for this shift, NYSED will implement the review model detailed above starting with the 2017-18 DCIP and SCEPs.

If you have any questions about the 2017-18 DCIP and SCEP templates or the new review processes, please contact Erica Meaker at 518-473-0295 or via email at FDIP@NYSED.GOV.