



## Office of Innovation & School Reform Guidance for Completing the 2024-2025 Receivership School Quarter 4 Report & 2025-2026 Continuation Plan

**OVERVIEW:** *The 2024-2025 Receivership School Quarter 4 Report & 2025-2026 Continuation Plan reporting template has been revised and updated in both form and function to support a more streamlined process for Quarter 4 reporting and the development of the school's 2025-2026 Receivership improvement plan.*

*Important changes to the template are noted below, along with guidance to respond to updated prompts. Please read all directions and prompts prior to completing each of the revised sections of the template. For additional support, please contact your district's OISR Associate Liaison, or send inquiries to [OISR@nysed.gov](mailto:OISR@nysed.gov).*

*A recorded companion webinar is also available at: [2024-2025 Receivership Quarter 4 Report & 2025-2026 Continuation Plan Template and 2025-2026 SIG Expenditure Plan Application Webinar](#)*

*Please also note that participation in the Targeted Support model will be embedded in the support framework for all schools under Receivership beginning with the 2025-2026 school year. Therefore, when completing this plan please consider how the school may be able to leverage the additional support provided by the School Support Partner and the additional funding provided as part of the Targeted Support model.*

### Cover Page

#### Instructions and School Information- page 1

The purpose of this section remains the same. However, the instructions and school information table have been streamlined. Additional guidance for districts who have been assigned a State Monitor is included in the footnote.

### Quarter 4/End of Academic Year Data

#### Data Tables and Suspension Tracking Addendum- pages 2 & 3

The purpose of this section is for schools to provide current, Quarter 4/end of academic year data as part of the Quarter 4 reporting process and as a basis for 2025-2026 school year planning. Multi-year trend data is not being requested for this report.

#### New Features:

- For schools utilizing the Student Information Repository System (SIRS) to obtain this data, a “*Last Date Loaded*” line has been added to indicate the most recent upload to the reporting system.
- A new data table, “*All Students Attendance Rate*”, has been added. This information can be found using the new SIRS 116 report or via your local information system. Please double check for accuracy.
- The Graduation Rates table has been updated to reflect the **expected** 4-year rate for both June and August.
- The definitions and formulas provided in the *Out of School Suspension Tracking and Reporting Addendum* on page 3 have been refined for clarity.

### Pre-Planning and Reflection: Identifying Needs and Resources

#### Page 4

The purpose of this section is for schools to reflect on the effectiveness of current initiatives and determine next steps. Schools will also identify which data sources have been utilized and examined to monitor school improvement.

#### New Features:

- Interactive, clickable check boxes have been provided to indicate utilized data sources. Text boxes to indicate other sources have also been provided.

#### New Resources:

- Links to two resources are provided from the Office of Accountability. The first is the [OA's Needs Assessment Activities](#). The second is [guidance on assessment](#).

### **Directions for Parts I, II & III**

#### **Page 5**

The purpose of this section is to reinforce the goals and function of the Continuation Plan when planning a continuum of improvement from Quarter 4 into the following school year. Please read all directions carefully.

#### New Features:

- New terms and definitions are provided, as follows, to assist with required goal setting for the 2025-2026 school year.
  - Early Implementation Progress Goal: a realistic goal that can be achieved by the end of Quarter 1 and progress for which will be included in the Quarter 1 Report.
  - Mid-Year Progress Goal: a realistic interim progress measure based on historical data and DII targets. Progress for this goal will be included in the Quarter 2 Report.
  - Spring Progress Goal: a preliminary additional progress measure based on both the Early and Mid-Year Goals. Progress for this goal will be included in the Quarter 3 Report.

### **Parts I, II & III-Lead Strategies and Demonstrable Improvement Indicators (DIIs)**

#### **Page 6**

The purpose for these sections are for schools to reflect upon the efficacy of the Lead Strategies implemented during the 2024-2025 school year to advance progress toward meeting or exceeding specific demonstrable improvement indicator (DII) targets and to then make data-informed decisions about the modification and/or selection of lead strategies for 2025-2026 to meet the next level of DII targets and advance growth in student learning outcomes. These sections also require schools to report on progress made for each assigned DII during 2024-2025 and to identify next steps for the 2025-2026 school year in the same DII categories.

#### New Features:

- For each Lead Strategy and DII, schools will provide a plan for progress monitoring that includes setting three progress goals for the 2025-2026 school year. ***These goals are defined in the directions on page 5.***

#### New Resources:

- To ensure the chosen Lead Strategies are evidence-based, a link to the [New York State Supported Evidence-Based Interventions](#) has been provided.

### **Part IV-Executive Summary**

#### **Page 9**

The purpose of this section is for schools to describe a culmination of the reflection, strategy, and implementation planning that took place during 2024-2025 and then to provide an overview of the vision for improvement and theory of action that will guide implementation of the Continuation Plan into 2025-2026 as it pertains to Sections I-III.

### New Features:

- Schools will provide a “*theory of action*” when describing the systems and processes that will guide the 2025-2026 school year. **A *theory of action* is a connected set of propositions, a logical chain of reasoning that explains how change will lead to improved practices and improved student outcomes.**

### New Resources:

- [NYSED-Principal Project: Theory of Action; Samples from States and Districts](#)
- [Institute of Educational Sciences: Developing a Theory of Action and Logic Model](#)

## Part VII-District Support Plan

### Page 12

The purpose of this section is for district staff to both report out the implemented plan from the 2024-2025 school year and to describe the supports that will be provided during the 2025-2026 school year.

### New Features:

- ***This section is to be completed by district staff supporting the school.***

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## 2025-2026 Receivership School Continuation Plan School Improvement Grant (SIG) Expenditure Plan

### Addendum

After the Continuation Plan has been finalized, using the attached template, representatives from the school should work with district leadership and staff to determine how best to leverage Title I, 1003 School Improvement Grant (SIG) funding to implement the Lead Strategies outlined.

There are **four** different types of expenses that can be included in this application:

1. **Instructional Lead Strategies** identified through the Continuation Plan
2. **Non-Instructional Lead Strategies** identified through the Continuation Plan
3. **Plan Monitoring:**  
Expenses related to conducting ongoing progress monitoring of Early Implementation, Mid-Year, and Spring Progress Goals.
4. **Plan Development Expenses for 2026-27:**  
Additional modifications will be made to the 2026-2027 Continuation Plan template to require a more extensive needs assessment process. Expenses related to conducting such an assessment, as well as other planning to develop the 2026-2027 Continuation Plan should be included here. Additional information to support implementation of the new needs assessment requirement will be provided in Winter 2025.

**PLEASE NOTE:** For the 2025-2026 school year, Targeted SIG funding for schools under Receivership **will be rolled into a combined allocation** with SIG Basic funding through a single application for a combined allocation of \$450,000 (\$200,000 from Targeted SIG funding + \$250,000 from SIG Basic funding for Schools under Receivership).

In addition to submitting both a completed version of this template and the 2024-2025 Quarter 4 Report and 2025-2026 Continuation Plan to [OISR@nysed.gov](mailto:OISR@nysed.gov) by **COB, July 21, 2025**, this template will need to be attached to the Continuation Plan and **submitted as one document in the Business Portal** as part of the SIG application process.