



Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

To: Public and Accredited-Non-Public-School Administrators

From: Office of School Support and Transformation

Date: May 12, 2023

Subject: School Improvement Plan Submission

To be accorded full accreditation status, public schools and state-accredited non-public schools are required to complete the development of a three-year strategic and continuous school improvement plan (SIP), and to annually review these plans (IC 20-31-5-1), (IC 20-31-5-4). Whether developing a new plan or updating an existing plan, schools must assess their progress and make necessary changes to ensure continuous improvement.

Submission Window

The Indiana Department of Education (IDOE) will begin accepting school improvement plans for the 2023-2024 school year on **Monday, May 15, 2023**. All school improvement plans must be submitted to IDOE no later than **Friday, October 6, 2023**. Plans for the 2023-2024 school year can be submitted in [DOE Online](#).

- [Click here for DOE Online SIP submission directions.](#)

Updates to SIP submission

All schools identified for comprehensive support and improvement (CSI), targeted support and improvement (TSI), or additional targeted support and improvement are required to submit a SIP annually. Schools **not** identified for CSI, TSI, or ATSI are only **required** to submit a SIP on a three-year rotating basis. However, these schools **may** submit a SIP annually, at the discretion of district leaders.

- **Schools identified as CSI, TSI or ATSI - Required submission – 2023-2024 SY.**
- **Schools not identified as CSI, TSI or ATSI - Required submission - 2024-2025 SY.**
 - [Click here for 2022-23 Federal school ratings list](#)

Description of the State Template

A consolidated Comprehensive Needs Assessment/School Improvement Plan (CNA/SIP) template was developed by IDOE in accordance with requirements in Indiana's Consolidated State Plan under the Every Student Succeeds Act (ESSA). The components of the state CNA/SIP template fulfill all requirements under ESSA and Indiana law. Additionally, there are components in the SIP portion of the template that satisfy the requirement of schools with Title I Schoolwide Programs.

The consolidated template is divided into two sections:



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Section A

- Comprehensive Needs Assessment to identify areas where improvement is required immediately and to identify root cause(s) for prioritized gaps.

Section B

- School Improvement Plan for the required state components and optional components listed above.
- School improvement Plan to develop improvement and professional development plans.

Schools Required to Use the State Template

Use of this template is **only required** for schools that have been designated as underperforming (CSI, TSI, ATSI) based on ESSA criteria.

- [Click to download the state template Google Doc version](#) (Select “File,” “Make a Copy,” and name copy prior to beginning.)

School Improvement Plan Components

- [Click for a list of required and optional components of the school improvement plan](#)

Additional Documents

The building or corporation exclusive representative must signify support for the professional development portion of the strategic and continuous school improvement plan. Corporation officials should decide if this agreement will be signified at the building or corporation level. Based on this decision, the documents below are available for download and completion. These signed documents are not to be submitted with the school improvement plan but are to be kept on file in the school corporation.

- [Click to download Exclusive Representative Signatures Building Level](#)
- [Click to download Exclusive Representative Signatures Corporation Level](#)

Contact the [Office of School Support and Transformation](#) with questions.