

Waterloo Community Unit School District #5 Checklist for Evaluating School Improvement Plans

This checklist and attached scoring guide will assist principals and Internal Review Teams in planning and the Principals and Curriculum Director in assessing the quality of the School Improvement Plan. This checklist and scoring guide should be distributed to all members of the IR Team. (To evaluate the SIP, the following necessary components must be present in the SIP, and a school's progress will be ranked using the ordinal scale and descriptors provided by ISBE.)

School Improvement Plan Components

- 1. There is a cover sheet that shows name of school, school address, phone number, name of district, and date. (An illustration of school building, or students is desirable.)
- 2. There is a Table of contents for the School Improvement Plan.
- 3. There is a listing of School Improvement Team members by name and by position, e.g., teacher, support staff member, principal, community member, etc.
- 4. Vision, Mission, and Belief Statements are included in the plan. (See attached resource on the difference between vision and mission statements.)
- 5. Integrated Action Plan forms are included. (See Sample form and Action Plan Components guidelines attached.) Plans to address language arts, math, science, and social studies are required. Plans are also required to address areas in first year implementation and/or as required for FLA focus. Finally, plans in encore areas should document how these areas will support student achievement in other areas.
- 6. The Staff Development Plan form, "Institute Days/Inservice Half Days," is included. The Staff Development Plan must follow the current Staff Development Scoring Guide (attached).
- 7. The Technology Plan is included in the document as either a separate entity or as a "natural" part of the School Improvement Plan itself, i.e., part of the Integrated Action Plan. The Technology Plan must follow the current "Technology Plan Scoring Guide" (attached).
- 8. Appendices, which support the School Improvement Plan or any of its relevant parts, are optional. If you include survey results, charts, etc. please make sure they are appropriately dated.
- 9. Current year Illinois School Report Card is included.

Name of School: _____

Date: _____