Unified Improvement Planning
Guidance for Combined Plans

Introduction

This document was created for small school systems to provide guidelines and recommendations for creating and updating combined Unified Improvement Plans (UIPs).   This document provides background information on the combined plan flexibility offered to small districts and provides guidance on completing a combined plan in the UIP Online System. Small systems are defined as districts with less than 1,000 students.

Combined District Plans

Districts with less than 1,000 students are eligible for flexibility to write a combined improvement plan for the district and its schools. These districts do not need to get prior approval from CDE to submit a combined plan but should notify CDE by marking "Combined Plan" in the UIP Information section of the online system.

Districts with between 1,000 to 1,200 students do not have automatic flexibility for combined plans and approval must be given. The department will reach out to accountability contacts to consult on an improvement planning approach, particularly for districts that have identified schools (see section below) and are approaching the 1200 student pupil count.

Districts can review their eligibility and/or approval to complete a combined improvement plan in the "District Requirements and Information" tab of the UIP, under "Combined Plan Eligibility and Approval."

Combined District Plans with Identified Schools

A district with identified schools, either through state accountability (i.e., turnaround, priority improvement, watch) or Comprehensive Support under ESSA are eligible to create a combined UIP. However, there are additional requirements that the district should consider. Sometimes, it may be more effective to create a separate UIP for the identified school and a combined UIP for the district and the remaining schools. The district will need to decide which solution best fits the local context and need. The Additional requirements for plans for identified schools are outlined in the school quality criteria/rubric. The following are some specific considerations:

- The UIP must reflect the needs, actions, and magnitude of the issues specific to the school.

- The district should consider what additional supports that particular school may need – beyond what other schools are receiving – and documenting this in the plan.

- Schools implementing a turnaround plan are required to submit a turnaround strategy in the UIP and integrate that strategy into the action plan. If the district is submitting a combined plan, this turnaround strategy must be included in the combined district plan.

Combined Plan Guidelines and Recommendations

All district and school level requirements must still be met in a combined district plan, including any special expectations associated with a grant, program, or plan type. This means that the combined UIP must reflect analysis of data for schools.

Considerations/Recommendations:

- Provide an analysis of data for each school. At a minimum, provide an analysis for each performance indicator (achievement, growth, growth gaps, PWR) where the district and/or the school(s) did not meet state expectations (i.e., approaching, does not meet).

- Identify trends, priority performance challenges (PPCs), root causes and major improvement strategies aligned to each of these indicators for both the district and the school(s). See examples below:

  - **Priority Performance Challenge**: The districts is not meeting expectations in math with the three schools have at least a means scale score gap of 10 points compared to the meets achievement expectation over the last three years for both CMAS and PSAT/SAT

  - **Root Cause:** Current curriculum and scope/sequence across all schools are tied to textbooks and other resources as opposed to state standards. This causes gaps in skills as students' progress through our school system, and especially as they transition from one school to another (e.g., elementary to middle school).

Combined School Accountability Committees (SAC) and District Accountability Committee (DAC)

School districts with less than 1,000 students may have their DAC serve as their SAC, meaning there may just be one accountability committee in the district.

UIP Online System Guidance for Combined Plans

If you would like to complete and submit a combined plan in the UIP Online System, begin by accessing the current District UIP template. The template can be found under "District Dashboard" on your home screen. A combined plan may not be completed or submitted in a School UIP template.

Click the "UIP Home" button at the top righthand corner of the page to access the UIP Tool.

Navigate to the "District Requirements and Information" tab. In the "District Requirements and Summary" subtab, check the districts eligibility to submit a combined improvement plan. This section will indicate if the district is eligible to submit a combined plan, if CDE approval is required, and will provide instructions on how to proceed if eligible.

State Accountability and Grant Programs

Program	Identification Process	Identification for District	Directions for Completing Improvement Plan
Plan Type for State Accreditation	Accreditation is assigned based on the districts overall District Performance Framework score (achievement, growth, postsecondary and workforce readiness) and meeting requirements for finance, safety, participation and test administration.	Pending	
	Year entering Priority Improvement/Turnaround or Year On Hold:		
School(s) on Accountability Clock	At least one school in the district has a Priority Improvement or Turnaround plan type - meaning that the school is on the accountability clock.	Number of Schools on Clock:	
Combined Plan Eligibility and Approval (District)	Districts serving fewer than 1200 students (approval required for districts serving 1000-1200 students).	Yes, with CDE approval	The district has been approved to submit a combined improvement plan. To submit a combined improvement plan, be sure to check the "combined plan" box under "UIP Information" in the District Requirements and Information section. Refer to the Combined Plan

If the district has been approved to submit a combined improvement plan, navigate to the second subtab, labeled "UIP Information." At the bottom of the page, under "Improvement Plan Information," check the "Combined Plan" box, then save. This will indicate to CDE that you are completing a combined improvement plan for your district.

CDE Test District UIP 2020-21   District: CDE Test District | Org ID: 8888 | Framework: Pending

Open UIP Pdf   Open Feedback

| My District | District Requirements and Information | Data Narrative | Action Plans | Collaboration | COVID19 Reflection (Optional) |

District Summary and Requirements   UIP Information

Improvement Plan Information   ☐ Complete & Ready to submit

School Contact Information

👤 Add Contact

| | Optional: Provide detail about district context (e.g., district improvement efforts, performance, and conditions). | Clear formatting |
| Context | | |

Improvement Plan Information

The school/district is submitting this improvement plan to satisfy requirements for (check all that apply):

☐ State Accreditation

☐ Student Graduation and Completion Plan (Designated Graduation District)

☐ Gifted Education: Convergent

☐ Gifted Education: Divergent

☐ Biennial Plan

☑ Combined Plan

☐ Other

⬇ Save

Continue to complete your UIP. When the plan is finished and you are ready to submit the plan, click the "Submit for Public Posting" button on the "My District" tab.

Behind the Scenes: Once the plan is submitted for posting, the District UIP status will change from "In Progress" to "Submitted for Posting."

When a District UIP is submitted for posting and the "Combined Plan" checkbox has been checked, the status for all of the school UIPs for that district will be changed to "Combined Plan Submitted." This serves as an indication to CDE that the district has submitted a combined UIP, meeting pubic posting expectations for all plans.

If you have any questions, please contact the UIP Team:

Kirby Stein (administrative, system, navigation questions)
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303-866-5499
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Erin Loften (UIP process)
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General Feedback:

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