The chart below describes a *suggested* process in which continuous improvement is the primary organizer for school improvement. Though accreditation related to Chapter 12 occurs within a five-year period with a comprehensive site visit and report in Year 3, elements of continuous improvement, including needs assessment, planning, implementation, and evaluation occur each year. The primary focus is on a plan for cyclical implementation and evaluation of programs and services. The processes and products of the comprehensive site visit review for accreditation are most evident in Year 2: Initial Preparation For Comprehensive Review; Year 3: Comprehensive Review; and, Year 4: Transition To CSIP Revision. Throughout the Cycle Of Continuous Improvement, the themes of improved schools are addressed: vision, mission, and goals; leadership; collaboration; learning environment; curriculum and instruction; professional development; and monitoring and accountability. Local Education Agency (LEA), Area Education Agency (AEA), and Iowa Department of Education (DE) roles and responsibilities are suggested in the chart below.

*Reference to “LEA,” or local education agency, means public school district or accredited non-public school.

<table>
<thead>
<tr>
<th>Year 1: Continuous Implementation</th>
<th>LEA Continuous Implementation Tasks:</th>
<th>AEA Continuous Implementation Tasks:</th>
<th>DE Continuous Implementation Tasks:</th>
</tr>
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<tr>
<td>Implement the CSIP with a cycle for review, revision, and appropriate professional development for all staff: curriculum/iowa Core Curriculum, professional development, Gifted and Talented (G/T), At-Risk, Title I, Special Education, Career and Technical Education, 4-Year Old Voluntary Preschool, Equity, and other programs and initiatives.</td>
<td>Coach and consult LEAs in the review and revision of its programs and initiatives.</td>
<td>Provide information and guidance on new requirements (legislation, open enrollment, competent private instruction, specially accredited schools, general accreditation for non-public schools, exempt schools, Senior Year Plus, Charter Schools, iowa Core Curriculum, and other DE programs and initiatives).</td>
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<td>Follow the locally determined schedule for formative evaluation of program and initiatives as noted in the LEA CSIP, including outcome and process data.</td>
<td>Align AEA professional development supports with LEA action plans.</td>
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<td>Follow the locally determined schedule for summative evaluation of programs and initiatives as noted in the LEA CSIP.</td>
<td>Assist LEA in conducting formative evaluation of programs and initiatives, including outcome and process data.</td>
<td>Provide requested technical assistance.</td>
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<td>Engage the community, SIAC, and other committees and groups in ongoing conversations, data analysis, and problem solving regarding major educational needs.</td>
<td>Assist LEA in conducting scheduled program and initiative summative evaluations.</td>
<td>Offer opportunity to LEA, AEA, and DE staff to participate as team members on a comprehensive site visit.</td>
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<td>Update CSIP pages for funding streams and assurances.</td>
<td>Assist the LEA in reviewing progress on long term and annual improvement goals.</td>
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- Review progress on long term and annual improvement goals.
- On a locally determined schedule, or 20% each year, review school board policies.

### Year 2: Initial Preparation For Comprehensive Review And Continuous Implementation

#### LEA

**Continuous Implementation Tasks:**
- Implement the CSIP with a cycle for review, revision, and appropriate professional development for all staff: curriculum/Iowa Core Curriculum, professional development, Gifted and Talented (G/T), At-Risk, Title I, Special Education, Career and Technical Education, 4-Year Old Voluntary Preschool, Equity, and other programs and initiatives.
- Follow the locally determined schedule for formative evaluation of program and initiatives as noted in the LEA CSIP, including outcome and process data.
- Follow the locally determined schedule for summative evaluation of programs and initiatives as noted in the LEA CSIP.
- Engage the community, SIAC, and other committees and groups in ongoing conversations, data analysis, and problem solving regarding major educational needs.
- Update CSIP pages for funding streams and assurances.
- Review progress on long term and annual improvement goals.
- On a locally determined schedule, or 20% each year, review school board policies.

**Tasks Specific To Year 2 Of The Five-Year Cycle:**
- Site visit scheduled.
- Preparation for site visit during Comprehensive Review And Continuous Implementation: participate as a team

#### AEA

**Continuous Implementation Tasks:**
- Coach and consult LEAs in the review and revision of its programs and initiatives.
- Align AEA professional development supports with LEA action plans.
- Assist LEA in conducting formative evaluation of programs and initiatives, including outcome and process data.
- Assist LEA in conducting scheduled program and initiative summative evaluations.
- Assist the LEA in reviewing progress on long term and annual improvement goals.
- Assist LEA in engaging its community, SIAC, and other committees and groups in ongoing conversations, data analysis, and problem solving regarding major educational needs.
- Communicate with LEAs through administrative team or LEA leadership team meetings.

**Tasks Specific To Year 2 Of The Five-Year Cycle:**
- Assist LEA in preparing for its comprehensive site visit review (i.e. scheduled to occur in Year III).
- Assist the LEA in conducting its

#### DE

**Continuous Implementation Tasks:**
- Provide information and guidance on new requirements (legislation, open enrollment, competent private instruction, specially accredited schools, general accreditation for non-public schools, exempt schools, Senior Year Plus, Charter Schools, Iowa Core Curriculum, and other DE programs and initiatives).
- Certify CSIP and APR.
- Provide requested technical assistance.
- Offer opportunity to LEA, AEA, and DE staff to participate as team members on a comprehensive site visit.

**Tasks Specific To Year 2 Of The Five-Year Cycle:**
- Provide supports and technical assistance tools to support the Special Education Self-Assessment process.
- DE offers opportunities to LEA staff to participate as team members on a comprehensive site visit.
### Continuous Implementation Tasks:
- Implement the CSIP with a cycle for review, revision, and appropriate professional development for all staff: curriculum/Iowa Core Curriculum, professional development, Gifted and Talented (G/T), At-Risk, Title I, Special Education, Career and Technical Education, 4-Year Old Voluntary Preschool, Equity, and other programs and initiatives.
- Follow the locally determined schedule for formative evaluation of program and initiatives as noted in the LEA CSIP, including outcome and process data.
- Follow the locally determined schedule for summative evaluation of programs and initiatives as noted in the LEA CSIP.
- Engage the community, SIAC, and other committees and groups in ongoing LEA conversations, data analysis, and problem solving regarding major educational needs.

### AEA Continuous Implementation Tasks:
- Coach and consult LEAs in the review and revision of its programs and initiatives.
- Align AEA professional development supports with LEA action plans.
- Assist LEA in conducting formative evaluation of programs and initiatives, including outcome and process data.
- Assist LEA in conducting scheduled program and initiative summative evaluations.
- Assist the LEA in reviewing progress on long term and annual improvement goals.
- Assist LEA in engaging its community, SIAC, and other committees and groups in ongoing conversations, data analysis, and problem solving regarding major educational needs.
- Communicate with LEAs through administrative team or LEA leadership team meetings.

### DE Continuous Implementation Tasks:
- Provide information and guidance on new requirements (legislation, open enrollment, competent private instruction, specially accredited schools, general accreditation for non-public schools, exempt schools, Senior Year Plus, Charter Schools, Iowa Core Curriculum, and other DE programs and initiatives).
- Certify CSIP and APR.
- Provide requested technical assistance.
- Offer opportunity to LEA, AEA, and DE staff to participate as team members on a comprehensive site visit.

### Year 3: Comprehensive Review And Continuous Implementation

- Implement the CSIP with a cycle for review, revision, and appropriate professional development for all staff: curriculum/Iowa Core Curriculum, professional development, Gifted and Talented (G/T), At-Risk, Title I, Special Education, Career and Technical Education, 4-Year Old Voluntary Preschool, Equity, and other programs and initiatives.
- Follow the locally determined schedule for formative evaluation of program and initiatives as noted in the LEA CSIP, including outcome and process data.
- Follow the locally determined schedule for summative evaluation of programs and initiatives as noted in the LEA CSIP.
- Engage the community, SIAC, and other committees and groups in ongoing LEA conversations, data analysis, and problem solving regarding major educational needs.

### AEA

- Coach and consult LEAs in the review and revision of its programs and initiatives.
- Align AEA professional development supports with LEA action plans.
- Assist LEA in conducting formative evaluation of programs and initiatives, including outcome and process data.
- Assist LEA in conducting scheduled program and initiative summative evaluations.
- Assist the LEA in reviewing progress on long term and annual improvement goals.
- Assist LEA in engaging its community, SIAC, and other committees and groups in ongoing conversations, data analysis, and problem solving regarding major educational needs.
- Communicate with LEAs through administrative team or LEA leadership team meetings.

### DE

- Provide information and guidance on new requirements (legislation, open enrollment, competent private instruction, specially accredited schools, general accreditation for non-public schools, exempt schools, Senior Year Plus, Charter Schools, Iowa Core Curriculum, and other DE programs and initiatives).
- Certify CSIP and APR.
- Provide requested technical assistance.
- Offer opportunity to LEA, AEA, and DE staff to participate as team members on a comprehensive site visit.

- Schedule site visits.
- Update CSIP pages for funding streams and assurances.
- Review progress on long term and annual improvement goals.
- On a locally determined schedule, or 20% each year, review school board policies.

**Tasks Specific To Year 3 Of The Five-Year Cycle:**
- Finalize documentation of requirements/gather materials for the comprehensive site visit to correspond with the On-Site Document Review Checklist.
- Synthesize the results of the summative evaluation of programs and initiatives in preparation for the site visit.
- Host site visit.
- Complete the Special Education Corrective Action Plan, if needed.
- Synthesize the results of the LEA’s comprehensive needs assessment and prioritize needs.
- Study the results of the site visit noted in the site visit report and prioritize needs.

**Tasks Specific To Year 3 Of The Five-Year Cycle:**
- Assist the LEA in identifying and gathering materials for the comprehensive site visit to correspond with the On-Site Document Review Checklist.
- Assist the LEA in synthesizing the results of the summative evaluation of programs and initiatives in preparation for the site visit.
- Assist the LEA in synthesizing the results of the LEA’s comprehensive needs assessment and prioritize needs.
- Assist the LEA in studying the results of the site visit noted in the site visit report and prioritizing needs.

**Tasks Specific To Year 3 Of The Five-Year Cycle:**
- Provide training to help LEAs prepare for comprehensive site visit expectations.
- Establish site visit team membership.
- Collaborate with the LEA to develop the comprehensive accreditation site visit schedule.
- Conduct comprehensive accreditation site visit.
- Provide comprehensive accreditation site visit report.
- Provide technical assistance and guidance to meet recommendations and correct non-compliances through follow-up.

**Year 4: Transition To CSIP Revision And Continuous Implementation**

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<td>Implement the CSIP with a cycle for review, revision, and appropriate professional development for all staff: curriculum/Iowa Core Curriculum, professional development, Gifted and Talented (G/T), At-Risk, Title I, Special Education, Career and Technical Education, 4-Year Old Voluntary Preschool, Equity, and other programs and initiatives.</td>
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<td>Coach and consult LEAs in the review and revision of its programs and initiatives.</td>
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<td>Align AEA professional development supports with LEA action plans.</td>
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<td>Assist LEA in conducting formative evaluation of programs and initiatives, including outcome and process data.</td>
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<tr>
<td>Assist LEA in conducting scheduled program and initiative summative evaluations.</td>
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<td>Assist the LEA in reviewing progress on long term and annual improvement goals.</td>
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<td>Assist LEA in engaging its community, SIAC, and other committees and groups in ongoing improvement activities.</td>
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<th>DE Continuous Implementation Tasks:</th>
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<td>Provide information and guidance on new requirements (legislation, open enrollment, competent private instruction, specially accredited schools, general accreditation for non-public schools, exempt schools, Senior Year Plus, Charter Schools, Iowa Core Curriculum, and other DE programs and initiatives).</td>
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<td>LEA Continuous Implementation Tasks:</td>
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<td>Implement the CSIP with a cycle for review, revision, and appropriate professional development for all staff: curriculum/Iowa Core Curriculum, professional development, Gifted and Talented (G/T), At-Risk, Title I, Special Education, Career</td>
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<td>summative evaluation of programs and initiatives as noted in the LEA CSIP.</td>
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<td>Engage the community, SIAC, and other committees and groups in ongoing LEA conversations, data analysis, and problem solving regarding major educational needs.</td>
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<td>Update CSIP pages for funding streams and assurances.</td>
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<td>Review progress on long term and annual improvement goals.</td>
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<tr>
<td>On a locally determined schedule, or 20% each year, review school board policies.</td>
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<tr>
<td>Tasks Specific To Year 4 Of The Five-Year Cycle:</td>
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<tr>
<td>Finalize the prioritization of site visit report findings and design an action plan.</td>
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<tr>
<td>Comprehensive review of needs assessment data to inform revision of the CSIP: collecting additional data as needed, analyzing data to identify priorities, creating a plan for implementation and evaluation.</td>
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<tr>
<td>Comprehensive review and revision, if needed, of the CSIP regarding the plan to implement and collect annual formative outcome and process data.</td>
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<tr>
<td>Communicate with LEAs through administrative team or LEA leadership team meetings.</td>
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**Year 5: Continuous Implementation**

- Provide technical assistance and guidance to meet recommendations and correct non-compliances through follow-up.
and Technical Education, 4-Year Old Voluntary Preschool, Equity, and other programs and initiatives.

- Follow the locally determined schedule for formative evaluation of program and initiatives as noted in the LEA CSIP, including outcome and process data.
- Follow the locally determined schedule for summative evaluation of programs and initiatives as noted in the LEA CSIP.
- Engage the community, SIAC, and other committees and groups in ongoing LEA conversations, data analysis, and problem solving regarding major educational needs.
- Update CSIP pages for funding streams and assurances.
- Review progress on long term and annual improvement goals.
- On a locally determined schedule, or 20% each year, review school board policies.

and process data.

- Assist LEA in conducting scheduled program and initiative summative evaluations.
- Assist the LEA in reviewing progress on long term and annual improvement goals.
- Assist LEA in engaging its community, SIAC, and other committees and groups in ongoing conversations, data analysis, and problem solving regarding major educational needs.
- Communicate with LEAs through administrative team or LEA leadership team meetings.

- Certify CSIP and APR.
- Provide requested technical assistance.
- Offer opportunity to LEA, AEA, and DE staff to participate as team members on a comprehensive site visit.