

**Continuous Improvement Process for the Archdiocese of Chicago: 2017-2018**

Internal Review Step	Training	School action required as a result of Training	Evidence to submit	Deadline
<b>Step 1:</b> Update the Executive Summary	Webinar in August 2017	Update the summary of the school's continuous improvement journey.	<ul style="list-style-type: none"> <li>▪ Executive Summary ( 3-5 pages) in AdvancED ASSIST</li> </ul>	September 15, 2017
<b>Step 2:</b> Evaluate the 2016-2017 Continuous School Improvement Plan	Workshops in August 2017	The Continuous Improvement Leadership Team answers the evaluation question using the 2017 ACT Aspire results.	<ul style="list-style-type: none"> <li>▪ The evaluation of the Continuous School Improvement Plan is uploaded in Google Docs folder created by the OCS.</li> </ul>	September 15, 2017
<b>Step 3a.</b> Create the 2017-2018 Continuous School Improvement Plan (CSIP): Part 1: Continuous Improvement Leadership Team and Focus Area Part 2: Reading, Math, and Writing Results Part 3: Improvement Goals for Focus Area Part 4: Action Plan for Focus Area- Strand and Benchmarks Identification	Workshops in August 2017	Identify the members of the members of the Continuous Improvement Leadership Team (CILT) and choose one focus area: reading, math, or writing (only if reading results meet benchmarks). Understand the Theory of Action in the CSIP. Enter 2016 and 2017 results for reading, math, and writing. CILT analyzes tables and visual displays and identifies improvement goals for the focus area. CILT presents visual displays to faculty for analysis. Teachers identify the strand and six skills that were most challenging to students.	<ul style="list-style-type: none"> <li>▪ The completed Parts 1-4a of the 2017-18 Continuous School Improvement Plan are uploaded in Google Docs folder created by the OCS.</li> </ul>	September 15, 2017
<b>Step 3b.</b> Create the 2017-2018 Continuous School Improvement Plan: Part 4: Action Plan for Focus Area- Instructional Strategies, Student Engagement, Curricular Resources, Assessment Timeline Part 5: Plan to Assess Progress Part 6: Professional Development	Webinar in September 2017	Part 4: Working in vertical or horizontal grade-level teams, teachers identify research-based student-centered instructional strategies that are to be used to teach the skills identified in the CSIP. Teachers are to identify how students will be engaged in their learning when these strategies are used. Teachers are to identify the curricular resources that will be used to teach these skills; and when the skills will be assessed. Part 5: In grade-level teams, teachers identify formative and summative assessments to measure student learning of the skills identified in the CSIP. Part 6: the Continuous Improvement Leadership Team identifies professional development that supports the CSIP.	<ul style="list-style-type: none"> <li>▪ The completed Parts 4-6 of the 2017-18 Continuous School Improvement Plan are uploaded in Google Docs folder created by the OCS.</li> </ul>	October 13, 2017

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<b>Step 4:</b> Formative Assessment of Continuous School Improvement Plan	Webinar in December 2017	The Continuous Improvement Leadership Team performs a formative assessment of the implementation of the CSIP and identifies adjustments to the implementation of the plan.	<ul style="list-style-type: none"> <li>▪ Formative assessment results and adjustments are uploaded in Google Docs folder created by the OCS.</li> </ul>	January 29, 2018
<b>Step 5:</b> Evaluate the Continuous School Improvement Plan	Webinar in May 2018	CSIP Part 7: the Continuous Improvement Leadership Team facilitates the <i>Success Analysis Protocol</i> with grade-level teams.	<ul style="list-style-type: none"> <li>▪ Meeting Wise agenda and reflection of the Plus/Delta Protocol are uploaded in Google Docs folder created by the OCS.</li> </ul>	June 1, 2018