



TO: Superintendents/Chief School Administrators with A-TSI Schools

FROM: Rosemary Hughes, Director, Bureau of School Support

DATE: October 15, 2019

RE: School Improvement Plan Implementation and Support

We hope the new school year is off to a great start. Our team reviewed all Additional-Targeted Support and Improvement (A-TSI) school improvement plans, confirming that all key components were included. Your system's hard work throughout the planning process was evident. As the cycle of improvement progresses, we will continue to focus on effective implementation of evidence-based strategies and measuring the impact of your school improvement efforts.

Now that implementation of school improvement plans is in full swing, it is important to establish strong implementation and monitoring routines. Attached you will find a template for a quarterly progress monitoring report. Each A-TSI school is required to complete the attached quarterly progress monitoring report at the close of each quarter and submit it to the A-TSI liaison from your regional Intermediate Unit, according to the following schedule:

- Quarter 2 = January 31, 2020;
- Quarter 3 = April 30, 2020; and
- Annual = July 31, 2020.

Also attached, you will find a toolkit that contains more frequent monitoring routines and protocols. These are not required, but local education agencies are encouraged to consider embedding more frequent implementation and monitoring systems within your current school improvement systems.

Your regional Intermediate Unit is available to support you in establishing effective implementation routines and completion of the quarterly monitoring report, as well as provide technical assistance and support with implementing the evidence-based strategies in your school improvement plan.

If you have questions regarding the quarterly monitoring reporting requirements, please contact Carrie Anderson at carranders@pa.gov.

If you have questions regarding the supports available through your regional Intermediate Unit, please contact Karen Deery at KDeery@pattan.net.