



New York State
EDUCATION DEPARTMENT
Knowledge > Skill > Opportunity

2020-21

School Comprehensive Education Plan (SCEP)

District	School Name	Principal	Grades Served
MVCSD	Grimes School	Erik Van Gunten	K-8

2018-19 Accountability Data

CSI Schools: In the space below, provide the levels (e.g. 1-4) that the school received for the “All Students” subgroup based on the 2018-19 school-level data for the accountability indicators below.

Subgroup	Composite Performance Achievement Level	Student Growth Level	Combined Composite and Student Growth Level	English Language Proficiency Level	Average ELA and Math Academic Progress Level (Rounded Down)	Chronic Absenteeism Level
All Students						

TSI Schools: In the space below, provide the levels (e.g. 1-4) that the school received for any subgroup identified as “TSI” based on the 2018-19 data for the accountability indicators below. Add additional rows if more than two subgroups are identified as TSI.

Subgroup	Composite Performance Achievement Level	Student Growth Level	Combined Composite and Student Growth Level	English Language Proficiency Level	Average ELA and Math Academic Progress Level (Rounded Down)	Chronic Absenteeism Level

Stakeholder Participation

Background

The SCEP must be developed in consultation with parents, school staff, and in secondary schools, students, and in accordance with §100.11 of Commissioner’s Regulations. All schools are expected to follow the guidelines outlined in the document "Requirements for Meaningful Stakeholder Participation" found at:

<http://www.nysed.gov/common/nysed/files/programs/accountability/scep-requirements-for-meaningful-stakeholder-participation.pdf>.

Required Steps

There are five distinct steps involved with developing the SCEP:

1. Reviewing multiple sources of feedback regarding data, practices, and resources to identify inequities, needs and root causes
2. Determining priorities and goals based on the needs identified
3. Identifying an evidence-based intervention
4. Scheduling activities to occur during the year to reach these goals and priorities, and identifying benchmarks for the goals identified
5. Identifying a plan to communicate the priorities with different stakeholders

Meeting Dates

Use the space below to identify the meeting dates when specific steps occurred by marking an “X” in the columns to the right. Add additional rows when necessary.

Meeting Date	Step 1: Reviewing multiple sources of feedback to identify inequities, needs and root causes	Step 2: Determining priorities and goals based on the needs identified	Step 3: Identifying an evidence-based intervention	Step 4: Scheduling activities to occur during the year to reach these goals and priorities, and identifying benchmarks	Step 5: Identifying a plan to communicate the priorities with different stakeholders
<i>Example: 3/6/20</i>	x	x			
1/9/20	x	X			
1/23/20		x	X		
2/12/20		x	x	X	
2/26/20				x	x

TSI Schools Only

Identify how the perspectives of stakeholders associated with the identified subgroup(s) have been incorporated.

Stakeholder group	How the perspectives of this group have been incorporated into the SCEP
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Stakeholder Participation

Teachers responsible for teaching each identified subgroup	
Parents with children from each identified subgroup	
Secondary Schools: Students from each identified subgroup	

Stakeholder Involvement Signature Page

Stakeholder Involvement Signature Page

In the table below, list the individuals involved in the development of the SCEP, their relationship with the school, and the dates in which they participated. The dates should match the dates identified in the Meeting Date table completed previously.

THIS PAGE MUST BE PRINTED AND SCANNED AND SUBMITTED WITH THE SCEP. If the school is unable to obtain a signature from an individual, the school should write “Addendum attached” and explain why it was unable the signature of the individual. If an individual identified below has objections or concerns related to the SCEP, that team member shall note “Addendum Attached” next to his or her signature and provide, in a separate document, an explanation of the specific objections or concerns.

COVID-19 UPDATE: NYSED will reach out to Districts in mid-June to indicate if electronic signatures will be accepted for this page due to continued restrictions on travel and public gatherings.

Stakeholder Name	Role	Dates Involved (<i>enter m/dd in the space below and mark an X for each date the individual attended</i>)								Signature
			1/9		1/23		2/12		2/26	
Erik Van Gunten	Admin		x		x		x		x	Erik Van Gunten
Lucille Martir	Admin		x		x		x		x	Lucille Martir
Greg Casey	Teacher		x		x		x		x	Greg Casey
Angela Cortijo-Brewer	Teacher		x		x		X			Angela Cortijo-Brewer
Alyson Civita	Literacy Coach		x		x		x		x	Alyson Civita
Jasmine Burns	Parent		X		X					Jasmine Burns
Merissa Wright	Student		X		X					Merissa Wright

Evidence-Based Intervention

All CSI and TSI schools must implement at least one evidence-based intervention as part of its SCEP. The intervention identified must meet the criteria of a Tier 1, Tier 2, or Tier 3 evidence-based intervention under ESSA. More information can be found at: <http://www.nysed.gov/accountability/evidence-based-interventions>

Schools may choose **one of three options** for identifying their evidence-based intervention:

Option 1: Selecting a strategy from the **State-Supported Evidence Based Strategies** located at: <http://www.nysed.gov/accountability/state-supported-evidence-based-strategies>

Option 2: Selecting an evidence-based intervention **identified in one of three clearinghouses:** What Works Clearinghouse, Social Programs That Work, or Blueprints for Healthy Youth Development

Option 3: Reviewing research to identify its own evidence-based intervention that meets the criteria for ESSA evidence-based intervention Tier 1, Tier 2, or Tier 3 found at: <http://www.nysed.gov/accountability/evidence-based-interventions>

Directions: Place an "X" in the box next to the path the school has chosen for identifying its evidence-based intervention and follow the corresponding directions for that path.

State-Supported Evidence Based Strategy

If "X" is marked above, provide responses to the prompts below to identify the strategy and the goal(s) it will support:

Strategy Identified	Grimes has selected to implement looping as a strategy to implement at the start of the 2020-21 school year (25% of classroom teachers will loop with current students).
SCEP Goal(s) this strategy will support	

Clearinghouse-Identified

If "X" is marked above, provide responses to the prompts below to identify the strategy, the goal(s) it will support, the Clearinghouse that supports this as an evidence-based intervention, and the rating that Clearinghouse gave that intervention:

Strategy Identified	
SCEP Goal(s) this strategy will support	
Clearinghouse used and corresponding rating	
<input type="checkbox"/>	What Works Clearinghouse
<input type="checkbox"/>	Rating: Meets WWC Standards Without Reservations
<input type="checkbox"/>	Rating: Meets WWC Standards With Reservations
<input type="checkbox"/>	Social Programs That Work
<input type="checkbox"/>	Rating: Top Tier
<input type="checkbox"/>	Rating: Near Top Tier
<input type="checkbox"/>	Blueprints for Healthy Youth Development
<input type="checkbox"/>	Rating: Model Plus
<input type="checkbox"/>	Rating: Model
<input type="checkbox"/>	Rating: Promising

School-Identified

Evidence-based Intervention

If “X” is marked above, complete the prompts below to identify the strategy, the goal(s) it will support, and the research that supports this as an evidence-based intervention.

Strategy Identified	
SCEP Goal(s) this strategy will support	
Link to research study that supports this as an evidence-based intervention (the study must include a description of the research methodology)	

ELA Goal

ELA Goal

Subgroup (<i>CSI schools use "All Students"</i>)	June 2021 Goal	2018-19 ELA Academic Achievement Index
All Students	By June 2021, 35% of all Grimes School students will be proficient on the 2021 NYSED ELA assessments.	31% proficiency

Root Causes

What theories or hypotheses does the school have as to why the school has its current outcomes for ELA?	Is this specific to certain sections of the school (grade/content area?)
The strategic use of data to drive instruction and has allowed for a steady increase in proficiency rates since 2015.	
The proficiency rates of the 2018-19 5th grade cohort have been low for two years straight.	2020-21 7 th grade cohort
Non-fiction reading comprehension scores must be improved to improve proficiency rates further. Raising the level of questioning will help raise non-fiction reading comprehension scores.	

Action Plan: August to January

What will the school do in the first half of the year to address the root causes identified above? <i>(add additional rows as needed)</i>		
Start	End	Action
9/4	12/15	Classroom teachers will participate in a professional learning session by grade/department focused on an overview of Costa's Level of Thinking.
9/4	12/15	Costa's Level of Thinking flipbooks will be created and provided to all staff and students in order to familiarize and engage with the levels.
9/4	12/15	A professional learning series will be provided to teachers using AVID resources to use Costa's Level of Thinking with accompanying activities. This will take place during schoolwide meetings, (PLC, faculty, curriculum, and District-wide school-based PD), in addition to individual coaching sessions.

ELA Goal

9/4	12/15	The Data Driven Instruction (DDI) team will conduct walkthroughs focused on Costa's Level of Questioning at checkpoints throughout the school year during designated weeks. After each learning walk, the data will be gathered and reported out objectively and utilized to target professional development and planning opportunities.
9/4	12/15	A vertical team of teachers in grades K-2 will create a grade-level appropriate version of the flipbook to share with the students. Teachers will create the flipbooks after considering the developmental appropriateness of the students.
9/4	12/15	Students in grades 3-8 will use the Costas flipbooks to create questions and to encourage critical thinking about texts throughout the content areas, and to prompt peer-peer discussion to reveal understanding.

Mid-Year Benchmark

Identify the **specific assessment of ELA performance** that the school will administer mid-year and what specifically you expect to see in the results of that assessment to know that you are on track to achieve the goal. This should represent an improvement over January 2020 performance.

Add additional rows when necessary if there are multiple assessments or if the school has identified targets for specific grade levels.

Assessment	January 2020 Performance	January 2021 Target
MOY Mock ELA	68%	75%

Planning for January to June

If the school is successful in achieving its Mid-Year Benchmark(s), what will the school do in the **second half of the year** to address **the root causes** identified above? (*add additional rows as needed*)

Start	End	Action
1/21	6/21	Teachers in grades K-2 will distribute grade-level appropriate versions of the flipbook to share with the students.

ELA Goal

1/21	6/21	Students will continue to use the Costas flipbooks to create questions and encourage critical thinking about texts throughout the content areas, and prompt peer discussion to reveal understanding and actively engage in learning as evidenced by artifacts brought to PLC meetings and noted in minutes.
1/21	6/21	Based on the mid-year benchmark, professional learning opportunities will be provided to teachers using AVID resources to reinforce Costa's Levels of Thinking with accompanying activities. This will take place during school-wide meetings, (PLC, faculty, curriculum, and district-wide school-based PD), in addition to individual coaching sessions.
		Teachers will share lessons and artifacts from lessons implemented that incorporated Costa's Levels of Thinking. Discussions will be focused on identifying levels of questions and learning outcomes as a result of use of Costa's in reference to specific learning targets and revealed by checks for understanding.
1/21	6/21	Students will continue to use Costa's flipbooks to create questions and encourage critical thinking about texts throughout the content areas, and prompt peer-peer discussion to reveal understanding and actively engage in learning.
1/21	6/21	Students (grades 3-8) will independently access flipbooks in set locations and utilize when appropriate during lessons and homework.
1/21	6/21	Students (grades 3-8) will independently access flipbooks in set locations and utilize when appropriate during lessons and homework.

Addressing COVID-19 Related Challenges – ELA Goal

It is likely that extended school closure could create additional needs beyond the root causes identified earlier that could present challenges in achieving this goal. In the space below, identify the closure-related needs the school has considered for this specific goal and how the school intends to address these needs. *(add additional rows as needed)*

Need	Strategy to Address	When
<i>Ex: Curriculum Maps need updating</i>	<i>Convene vertical teams to ensure last year's missed content is covered in Fall.</i>	<i>August</i>
Teacher Feedback	Video-conferencing	August-September

Math Goal

Math Goal

Subgroup (<i>CSI schools use "All Students"</i>)	June 2021 Goal	2018-19 Math Academic Achievement Index
All Students	By June 2021, 35% of all Grimes School students will be proficient on the 2021 NYSED Math assessments.	31% proficiency

Root Causes

What theories or hypotheses does the school have as to why the school has its current outcomes for Math?	Is this specific to certain sections of the school (grade/content area?)
The strategic use of data to drive instruction and has allowed for a steady increase in proficiency rates since 2015.	
The use of formative assessment in ELA in 2019-20 was a success and this must be used during mathematics instruction.	

Action Plan: August to January

What will the school do in the first half of the year to address the root causes identified above? <i>(add additional rows as needed)</i>		
Start	End	Action
9/4	12/15	A definition and rationale for implementation for understanding will be created. The definition and rationale will be shared digitally and school-wide.
9/4	12/15	Beginning of the year (BOY) survey of current formative assessments being used in the classroom, as well as formative assessments teachers will implement, will be created by the Data Driven Instruction team and completed by teachers.
9/4	12/15	Administrators will review lesson plans to establish a baseline of teachers effectively incorporating formative assessments in lesson planning.
9/4	12/15	Professional learning opportunities will be conducted where teachers will establish grade-wide norms for implementing formative assessment into planning and teaching.
9/4	12/15	Teachers will select a method for documenting formative assessment data and next steps for instruction.
9/4	12/15	Teachers will be provided collaborative planning time to self-select formative assessments, bring artifacts of implementation, and co-plan the

Math Goal

		next steps of identifying differentiated learning as a result of the formative assessment data collected.
9/4	12/15	Teachers will identify the next steps necessary to provide equity for all students as a result of the data collected from formative assessment, as evidenced by Data Driven Instruction team walkthroughs and administrator review of lesson plans.

Mid-Year Benchmark

Identify the **specific assessment of math performance** that the school will administer mid-year and what specifically you expect to see in the results of that assessment to know that you are on track to achieve the goal. This should represent an improvement over January 2020 performance.

Add additional rows when necessary if there are multiple assessments or if the school has identified targets for specific grade levels.

Assessment	January 2020 Performance	January 2021 Target
MOY Mock Math Assessment	71	78

Planning for January to June

If the school is successful in achieving its Mid-Year Benchmark(s), what will the school do in the **second half of the year** to address **the root causes** identified above? (*add additional rows as needed*)

Start	End	Action
1/21	6/21	A middle of the year (MOY) survey of current formative assessments being used in the classroom, as well as formative assessments teachers will implement will be created by the Data Driven Instruction team and will be completed by teachers.
1/21	6/21	Teachers will be provided collaborative planning time to self-select formative assessments, bring artifacts of implementation, and co-plan the next steps of identifying differentiated learning as a result of the formative assessment data collected.

Math Goal

1/21	6/21	Administrators will review lesson plans to identify an increase in the use of formative assessment in teacher lesson planning.
1/21	6/21	Professional learning opportunities will be conducted to support any areas identified by stakeholders to support teachers as they continue to include formative assessment in planning and instruction, including data from the school leader's Observation Tracker. Attention will now be placed upon the next steps selected by the teachers, based on the formative assessment administered.
1/21	6/21	Teachers will continue using a formative assessment log or plan for students to complete weekly to document attempts made at meeting the weekly social-emotional learning target.
1/21	6/21	An end of the year (EOY) survey of current formative assessments being used in the classroom will be created by the Data Driven Instruction team and will be completed by teachers.
1/21	6/21	Administrators will review lesson plans to gauge whether there has been an increase in the use of formative assessment in teacher lesson planning.

Addressing COVID-19 Related Challenges – Math Goal

It is likely that extended school closure could create additional needs beyond the root causes identified earlier that could present challenges in achieving this goal. In the space below, identify the closure-related needs the school has considered for this specific goal and how the school intends to address these needs. (add additional rows as needed)

Need	Strategy to Address	When
<i>Ex: Curriculum Maps need updating</i>	<i>Convene vertical teams to ensure last year's missed content is covered in Fall.</i>	<i>August</i>
Parent assistance	Parent University each Monday morning, inviting parents to a video-conference with teachers for a presentation on the math strategies and terms for the week	August-September

ELP or School-Selected Goal

ELP or School-Selected Goal

June 2021 Goal	2018-19 ELP Success Ratio (If School-Selected Goal, provide the most recent End-of-Year Data for the same measure as the goal)
By June 2021, 80% of teachers will include intellectual prep in lesson plans.	N/A

Root Causes

What theories or hypotheses does the school have as to why the school has its current outcomes for this goal?	Is this specific to certain sections of the school (grade/content area?)
Teachers must strategically plan units and lessons to maximize the impact of instruction.	

Action Plan: August to January

What will the school do in the first half of the year to address the root causes identified above? (add additional rows as needed)		
Start	End	Action
9/1	12/15	A definition and rationale for the term intellectual preparation will be shared with the staff to ensure a common understanding building-wide and will be posted onto the All Grimes Schoology page.
9/1	12/15	Teachers will collaboratively create intellectual prep for lessons during lesson plan reviews.
9/1	12/15	Additional coaching will be provided to individual teachers via coaching cycles.
9/1	12/15	Following administrator observations, administrators will provide feedback to teachers concerning learning targets.
9/1	12/15	All staff members will be given the opportunity to provide lesson plans weekly via Schoology which will allow for consistent feedback on intellectual prep.
9/1	12/15	The Data Driven Instruction (DDI) Team will conduct walk-throughs solely focused on intellectual prep.

ELP or School-Selected Goal

Mid-Year Benchmark

Identify the specific assessment or data source that the school will review mid-year and what specifically you expect to see in the results of that data to know that you are on track to achieve the goal. This should represent an improvement from the same data from January 2020.

Add additional rows when necessary if there are multiple data sources or if the school has identified targets for specific grade levels.

Data Source	January 2020 Results	January 2021 Target
MOY Mock ELA	68%	75%
MOY Mock Math Assessment	71	78

Planning for January to June

If the school is successful in achieving its Mid-Year Benchmark(s), what will the school do in the **second half of the year** to address **the root causes** identified above? *(add additional rows as needed)*

Start	End	Action
1/21	6/21	According to need, PLC discussions will focus on best practices when revisiting the beginning, middle and end of lessons.
1/21	6/21	PLC meetings will be designated as an opportunity to reflect on progress made around intellectual prep by reviewing student artifacts. There will also be opportunities to share out intellectual prep along with successful implementation.
1/21	6/21	Additional coaching will be provided with individual teachers when needed.
1/21	6/21	Students will be able to verbalize and show understanding about what they will need to achieve by the end of the lesson. Students will be able to self-assess at the end of the lesson to determine if they have met the lesson's target.

ELP or School-Selected Goal

Addressing COVID-19 Related Challenges

It is likely that extended school closure could create additional needs beyond the root causes identified earlier that could present challenges in achieving this goal. In the space below, identify the closure-related needs the school has considered for this specific goal and how the school intends to address these needs. *(add additional rows as needed)*

Need	Strategy to Address	When
Professional learning	Video-conferencing for PLC meetings	August-September

Chronic Absenteeism or School-Selected Goal

Subgroup (CSI schools use "All Students")	June 2021 Goal	2018-19 Chronic Absenteeism Rate (If School-Selected Goal, provide the most recent End-of-Year Data for the same measure as the goal)
All Students	Grimes has selected to implement looping as a strategy to implement at the start of the 2020-21 school year (25% of classroom teachers will loop with current students).	45% of students had the same teachers in 2019-20 as the previous year.

Root Causes

What theories or hypotheses does the school have as to why the school has its current outcomes for this goal?	Is this specific to certain sections of the school (grade/content area?)
Research has shown the positive effects of looping students with teachers. Following the COVID pandemic, the effects may be even more pronounced.	

Action Plan: August to January

What will the school do in the first half of the year to address the root causes identified above? (add additional rows as needed)		
Start	End	Action
5/1/20	5/21/20	School administration strategizes which teachers to loop with students.
5/21/20	6/1/20	Teachers are provided assignments for 2020-21.
6/2/20	6/17/20	Grade-level and vertical committees meet to prepare for assignments.
9/1/20	12/15/20	Teacher instruction takes place.

Chronic Absenteeism or School-Selected Goal

Mid-Year Benchmark

Identify the specific assessment or data source that the school will review mid-year and what specifically you expect to see in the results of that data to know that you are on track to achieve the goal. This should represent an improvement from the same data from January 2020.

Add additional rows when necessary if there are multiple data sources or if the school has identified targets for specific grade levels or subgroups. TSI schools using with Chronic Absenteeism goal should have a mid-year benchmark for each identified subgroup.

Data Source	Subgroup (CSI use “All Students”)	January 2020 Results	January 2021 Target
% of students with 9 or more absences (<i>replace with alternate data source if not using a CA goal</i>)			
MOY Mock ELA	All students	68%	75%
MOY Mock Math Assessment	All students	71	78

Planning for January to June

If the school is successful in achieving its Mid-Year Benchmark(s), what will the school do in the **second half of the year** to address **the root causes** identified above? (*add additional rows as needed*)

Start	End	Action
2/21	6/21	Grade-level and vertical committees meet to examine student data.
2/21	6/21	Based upon the student data, teachers alter instruction.
6/21	6/21	School SCEP and DDI committees analyze data and compare looping class data with non-looping class data.

Addressing COVID-19 Related Challenges

It is likely that extended school closure could create additional needs beyond the root causes identified earlier that could present challenges in achieving this goal. In the space below,

Chronic Absenteeism or School-Selected Goal

identify the closure-related needs the school has considered for this specific goal and how the school intends to address these needs. <i>(add additional rows as needed)</i>		
Need	Strategy to Address	When
N/A		

Survey Goal

Survey Goal

Stakeholder Group	Survey Question	2021 Target Responses	2020 Results <i>(if no survey was conducted in 2020, indicate that the results are from 2019)</i>
All stakeholders	"In this school, students meet behavioral expectations." This data reveals the need to address the social-emotional needs of the students at Grimes.	Full implementation of the Nurtured Heart approach	According to the DTSDE survey, 62% of the staff disagreed that "In this school, students meet behavioral expectations."

Root Causes

What theories or hypotheses does the school have as to why the school received the results identified above?
We have a population of students whom may have experienced a high rate of trauma.

Action Plan: August to January

What will the school do in the first half of the year to address the root causes identified above? <i>(add additional rows as needed)</i>		
Start	End	Action
9/1	12/15	Training will be conducted for all specialists during PLC meetings in order to deliver character education lessons for each K-6 class at least once during a six-day cycle throughout the school year.
9/1	12/15	The PBIS Tier II committee will design and implement a restorative justice program in grades 6-8.
9/1	12/15	A social and emotional learning program entitled The Nurtured Heart will be implemented to help Tier III behavioral students as well as all students.
9/1	12/15	The 2020-21 pilot team will provide training in the Nurtured Heart approach.

Survey Goal

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Mid-Year Benchmark

Identify what the school will review mid-year and what specifically you expect to see in the results of that data to know that you are on track to achieve the goal.

Add additional rows when necessary if there are multiple targets across multiple sources of data.

Data Source	January 2021 Target
School-wide infraction tracker	A 15% decrease in infractions compared to September-January of 2019-20.

Planning for January to June

If the school is successful in achieving its Mid-Year Benchmark(s), what will the school do in the **second half of the year** to address **the root causes** identified above? *(add additional rows as needed)*

Start	End	Action
1/21	6/21	The Nurtured Heart SEL program will continue to be implemented to help Tier II and Tier III behavioral students as well as all students.
1/21	6/21	The Check-In Check-Out mentoring program designated student list will be continually re-examined in order for the necessary supports to be provided for Tier II students.
1/21	6/21	The Reflection Team will continue to facilitate reflection periods in order to help students reflect on their choices and consequences of those choices.
1/21	6/21	During PLC meetings, specialists will continue to deliver character education lessons for each K-6 class at least once during a six-day cycle throughout the school year.

Addressing COVID-19 Related Challenges

It is likely that extended school closure could create additional needs beyond the root causes identified earlier that could present challenges in achieving this goal. In the space below, identify the closure-related needs the school has considered for this specific goal and how the school intends to address these needs. *(add additional rows as needed)*

Survey Goal

Need	Strategy to Address	When
A need for connection between students and staff	Implement a responsive Classroom morning meeting daily	August-September

Submission Assurances

Directions: Place an "X" in the box next to each item prior to submission.

1. x The School Comprehensive Education Plan (SCEP) has been developed in consultation with parents, school staff, and others in accordance with the requirements of Shared-Decision Making (CR 100.11) to provide a meaningful opportunity for stakeholders to participate in the development of the plan and comment on the plan before it is approved.
2. x As part of the root cause analysis process, the school reviewed inequities, including resource inequities within the school, and investigated areas of low performance to identify strategies to address inequities within the school and promote improved student outcomes.
3. x The Stakeholder Involvement Signature Page will be printed, scanned, and submitted with the signatures of those that participated in the development of the SCEP. If the school was unable to obtain a signature of an individual that participated in the development of the SCEP, the school has written "Addendum Attached" and supplied supplemental documentation to explain why the school was unable to obtain the individual's signature.
4. x The SCEP will be implemented no later than the beginning of the first day of regular student attendance.
5. x Professional development will be provided to teachers and school leaders that will fully support the strategic efforts described within this plan.

Submission Instructions

CSI Schools: Submit to SCEP@nysed.gov the following documents:

1. SCEP
2. A scanned copy of the Stakeholder Involvement Signature Page.
 - If the school was unable to obtain a signature, an additional document has been provided as outlined in Item #3 in the Submission Checklist above.
 - This requirement may change as a result of continued restrictions on travel and public gatherings. NYSED will reach out to districts in mid-June to indicate if electronic signatures will be accepted in lieu of the Stakeholder Involvement Signature Page.

TSI Schools: The items noted above should be provided to your District, which will approve the plan.

The final plan must be approved by the Superintendent and the Board of Education (in New York City, the Chancellor or the Chancellor's designee).