

## Collaboration, Leadership and Accountability for Student Success District Table of Responsibilities

### Rationale Statement:

**If the SEA identifies an LEA for improvement, the LEA must develop or revise an improvement plan, no later than three months after the identification. In developing or revising this plan, the LEA must consult with parents, school staff, and others.<sup>1</sup>**

District System	DISTRICT Responsibilities	NMPED Responsibilities
District Improvement Year 1 (DI 1)	<ul style="list-style-type: none"> <li>❖ Conduct a self-assessment or contract with an outside group or consultant(s) for an external assessment for the district. Use the NMPED/PSB CLASS Assessment: District Improvement including the data collection tools, rubrics, and reporting format.</li> <li>• Revise the district EPSS based on the results of the assessment and in consultation with parents, school staff, and others. Report to local school board and submit to NMPED/PSB and Title I if applicable.</li> <li>• Implement the EPSS as quickly as possible but no later than the beginning of the following school year. Work with internal district specialists and outside support as needed to implement the plan. Provide systematic professional development, aligned with the EPSS, and fiscal support.</li> <li>• Assure compliance with all federal and state requirements of DI 1, including parent and public notification of status. See Appendix K in the School Improvement Framework (SIF) for Title I compliance requirements if needed.</li> </ul>	<ul style="list-style-type: none"> <li>❖ Provide lists of specialists that can lead or serve as team members for external assessments.</li> <li>• Provide training and tools for conducting assessments.</li> <li>• Provide templates for compliance requirements.</li> <li>• Receive and review revised EPSS and provide feedback to the district.</li> <li>• Assure compliance with all federal and state requirements.</li> <li>• Disseminate information on effective research-based interventions and strategies.</li> <li>• Provide technical assistance to districts.</li> </ul>

❖ Indicates a new tool/initiative/requirement that will be implemented as resources become available. NMPED will work directly with districts to identify next steps leading to full implementation. (<http://www.ped.state.nm.us/div/psb/index.html>)

<sup>1</sup> *LEA and School Improvement Non-Regulatory Guidance*. Student Achievement and School Accountability Programs Office of Elementary and Secondary Education. U.S. Department of Education. July 21, 2006. pg. 46.

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District System	DISTRICT Responsibilities	NMPED Responsibilities
District Improvement Year 2 (DI 2)	<ul style="list-style-type: none"> <li>❖ Contract with an outside group or consultant(s) for an external assessment for the district. If a self-assessment was conducted in Year 1, conduct a full external assessment. If an external assessment was conducted in Year 1, conduct another assessment only for those areas in which AYP was not met for two consecutive years (i.e., for the content area and/or subgroups in which AYP was not met). Use the NMPED/PSB CLASS Assessment: District Improvement, including the data collection tools, rubrics, and reporting format.</li> <li>• Revise the district EPSS based on the results of the assessment, working with outside specialists as needed to identify appropriate solutions to challenges. Report to local board of education and submit to NMPED/PSB and Title I.</li> <li>• Implement the revised EPSS immediately, and secure internal district and outside expertise as needed to ensure successful implementation. Provide systematic professional development, aligned with the EPSS, and fiscal support.</li> <li>• Assure compliance with all federal and state requirements of DI 2 including parent and public notification of status. See Appendix K (SIF) for Title I compliance requirements if needed.</li> </ul>	<ul style="list-style-type: none"> <li>❖ Provide lists of specialists that can lead or serve as team members for external assessments.</li> <li>• Provide training and tools for conducting assessments.</li> <li>• Provide templates for compliance requirements.</li> <li>• Receive and review revised EPSS and provide feedback to the district.</li> <li>• Assure compliance with all federal and state requirements.</li> <li>• Disseminate information on effective research-based interventions and strategies.</li> <li>• Provide technical assistance to Districts.</li> </ul>

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<sup>2</sup> Ibid. pg. 46.

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**Rationale Statement:**

**Corrective Action is the collective name given to steps taken by an SEA that substantially and directly respond to serious instructional, managerial, and organizational problems in the LEA that jeopardize the likelihood that students will achieve proficiency in the core academic subjects of reading and mathematics.**<sup>3</sup>

District System	DISTRICT Responsibilities	NMPED Responsibilities
District Corrective Action Year 1 (D-CA 1)	<ul style="list-style-type: none"> <li>• In collaboration with NMPED, determine which of the following corrective actions will be planned and implemented: defer programmatic funds or reduce administrative funds; institute and fully implement a new curriculum based on state content standards that includes appropriate scientifically research-based professional development to all relevant staff; replace LEA personnel who are relevant to the inability of the LEA to make AYP.</li>   <li>• Revise the district EPSS to reflect the corrective action to be implemented. Present revised plan to the local board of education and at a public meeting. Submit to NMPED/PSB and Title I.</li>   <li>❖ Participate in a customized external audit of LEA programs as directed by NMPED. The audit will be conducted by outside specialists, (selected from a list of approved providers), NMPED staff, and/or district personnel and will focus on the grade spans, content areas, and subpopulations that did not make AYP. Use the audit to revise the district EPSS as needed.</li>   <li>• Work with content specialists to implement the EPSS through systematic, job embedded professional development and provide fiscal support for implementation.</li> </ul>	<ul style="list-style-type: none"> <li>• In collaboration with the district, determine which of the following corrective actions will be planned and implemented: defer programmatic funds or reduce administrative funds; institute and fully implement a new curriculum based on state content standards that includes appropriate scientifically research-based professional development to all relevant staff; replace LEA personnel who are relevant to the inability of the LEA to make AYP.</li>   <li>❖ Assure a customized external audit of LEA programs. In collaboration with the district, assemble a team of outside specialists, NMPED staff, and/or district personnel and focus on the grade spans, content areas, and subpopulations that did not make AYP.</li>   <li>• Receive and review the revised district EPSS and provide feedback.</li> </ul>

<sup>3</sup> *Ibid.* pg. 48.

	<ul style="list-style-type: none"> <li>• Request technical assistance from NMPED as needed.</li> <li>• Provide NMPED with regularly (quarterly) updates on EPSS implementation progress.</li> <li>• Assure compliance with all federal and state requirements of D-CA 1. Includes parent and public notification of status. See Appendix K for Title I compliance requirements if needed.</li> </ul>	<ul style="list-style-type: none"> <li>• Provide technical assistance to the district.</li> <li>• Review progress reports and conduct other activities to monitor implementation of the EPSS.</li> <li>• Assure compliance with all federal and state requirements.</li> </ul>
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District System	DISTRICT Responsibilities	NMPED Responsibilities
<p>District Corrective Action Year 2 (D-CA 2) and beyond. To be repeated each year of designation.</p>	<ul style="list-style-type: none"> <li>• Determine why the current EPSS is not effective. Check for fidelity; what is working; and what is not; and engage in continuous improvement processes. Detail action steps to improve efforts. Provide systematic professional development that is directly aligned with the instructional audit to promote success.</li> <li>• Revise the EPSS as needed. Report to local school board and submit to NMPED/PSB and Title I.</li> <li>• Fully implement the revised EPSS.</li> <li>❖ Work with content specialists to implement the revised EPSS through systematic, job embedded professional development, and provide fiscal support for implementation.</li> <li>• Request technical assistance from NMPED as needed.</li> <li>❖ Work with external reviewers approved by NMPED to monitor and advise.</li> <li>• Provide NMPED with regularly (quarterly) updates on EPSS implementation progress.</li> <li>• Assure compliance with all federal and state requirements of D-CA 2. Includes parent and public notification of status. See Appendix K (SIF) for Title I compliance requirements if needed.</li> </ul>	<ul style="list-style-type: none"> <li>❖ Provide list of approved providers/external reviewers.</li> <li>❖ Monitor the work of the district and external reviewers to assure progress is being made.</li> <li>• Review the revised district EPSS and provide feedback.</li> <li>• Provide technical assistance to the district.</li> <li>• Review progress reports and conduct other activities to monitor implementation of the revised district EPSS.</li> <li>• Assure compliance with all federal and state requirements.</li> </ul>

<sup>4</sup> Ibid. pg. 48

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