"At-A Glance" Navigating the Annual School Plan: Cycle Data Reporting
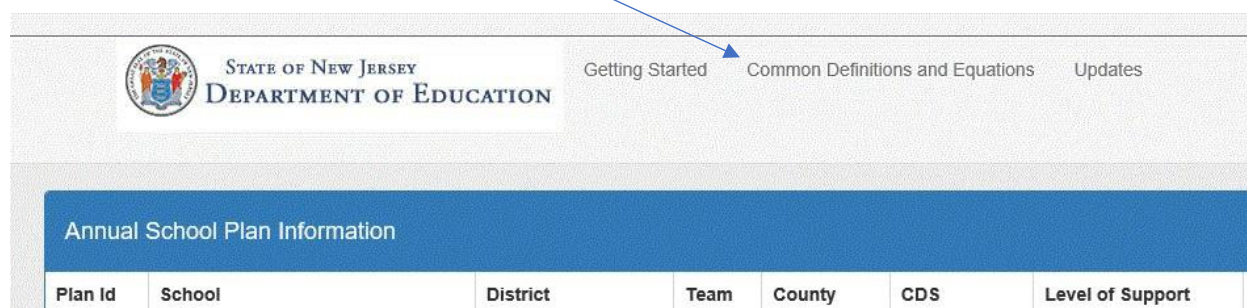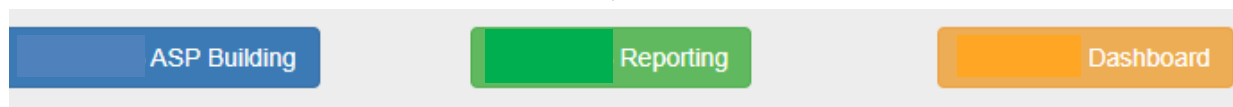
Due November 15, February 15, April 15, and July 1

As you prepare for the Cycle Reporting in your Annual School Plan, you may want to look in the section Common Definitions and Equations.

To get started recording your data, click the green reporting button.

Open each SMART Goal and indicate the status of the Interim Goal for the Cycle for which you are reporting and the status of the applicable Action Steps

Reporting

| Smart Goal 1 | Smart Goal 2 | Smart Goal 3 | Smart Goal 4 | Other Title I Expenditures |

Interim Goals: Report on the Interim Goal status using the drop down box. For status of "met" or "exceeded" use the comment box to provide a status update. For status "not met" or "NA" the comment box is optional.

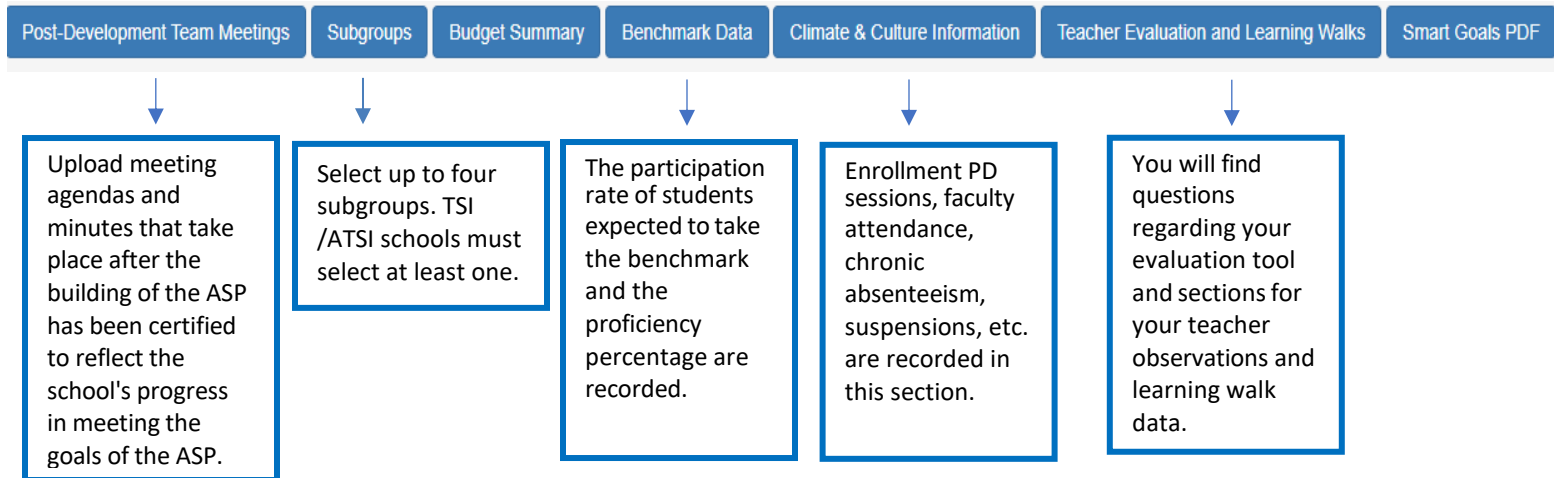| Status	Comments
[dropdown]	
[dropdown]	
[dropdown]	
[dropdown]	

Action Steps: Report on the Action Steps status. If Action Steps were not started, not implemented fully, or canceled, use the comment box to include an explanation. After the Action Steps, information and comments about your spending for the SMART Goal may be entered as well.

Action Steps

	Start Date	Deadline	Assigned To	Status	Comments
	09/17/2020	09/30/2020	abc		

Budget Items: Report on the status of budgeted items. Show the "Amount Spent" per budgeted item, status of purchase orders, and use the comment box to explain any adjustments made.

Budget Items

	Funding Category/Object Code	Funding Requested	Funding Source	Amount Spent	Purchase Order Sent to District	Comme
	INSTRUCTION - Purchased Professional and Technical Services 100-300	$777	State/Local	$777	☑	Spent and Received

Much of your data will be entered within the blue tabs below. Use the Post-Development Team Meetings tab to upload meeting information about ASP progress monitoring that takes place during the implementation of the ASP. Climate and Culture (CC) data is requested by month. Within the CC Information tab there is an *optional* tab for climate and culture survey data that may be completed. Schools may choose up to four subgroups which will allow them to report benchmark and CC data for these student groups. TSI schools must select at least one subgroup.

| Post-Development Team Meetings | Subgroups | Budget Summary | Benchmark Data | Climate & Culture Information | Teacher Evaluation and Learning Walks | Smart Goals PDF |

Upload meeting agendas and minutes that take place after the building of the ASP has been certified to reflect the school's progress in meeting the goals of the ASP.

Select up to four subgroups. TSI /ATSI schools must select at least one.

The participation rate of students expected to take the benchmark and the proficiency percentage are recorded.

Enrollment PD sessions, faculty attendance, chronic absenteeism, suspensions, etc. are recorded in this section.

You will find questions regarding your evaluation tool and sections for your teacher observations and learning walk data.

After the information requested is entered in the Cycle Report, the Dashboard will automatically be populated.

| ASP Building | Reporting | Dashboard |