Minnesota Department of Education	ED-02401-06	**TITLE I SCHOOLWIDE PROGRAM (SWP) APPLICATION AND PLAN** **School Year 2012-2013**	DUE: 9/1/12

GENERAL INFORMATION AND INSTRUCTIONS: The information on this report is a requirement of Public Law 107-110, the No Child Left Behind Act of 2001. All 10 components must be addressed in order to be considered. Please complete an application for each Title I SWP school and upload the document with the ESEA application. Contact Noemi Treviño at 651-582-8233 or noemi.trevino@state.mn.us.

I. Identification Information

Choose one and enter year.

Original planning year:	
Implementation year:	

Enter grade span for each level included in your plan.

Elementary School:	
Middle School:	
High School:	

District Name:		District Number:	
Superintendent Name:		Superintendent E-mail:	
School Name:		School Number:	
Principal:		Principal E-mail:	
Telephone:		Fax:	
Address:		City:	Zip:

Enter current building-level student demographics by percentage of total.

American Indian:	
Asian:	
Black:	
Hispanic:	
White:	
Limited English Proficient:	
Special Education:	
Free or Reduced-Price Lunch:	

Title I Schoolwide Coordinator Name:	
Coordinator E-mail:	
Coordinator Telephone:	
Coordinator Address:	
Coordinator City:	
Coordinator Zip:	

II. General Information

1. Executive Summary of Schoolwide Program (SWP) Plan. Provide an overview of your school. Include enough information for the reader to become acquainted with the SWP plan.

   _____

2. SWP Planning Team.
   a. List the names of people and programs represented in the development of this plan. There should be at least one participant from each of the following groups.

Parent Name(s)		Parent Contact Information	
Teacher Name(s)/Grade		Teacher Contact Information	
Community Member		Community Member Contact Information	
Other Staff Name(s)		Other Staff Contact Information	
Pupil Service Personnel Name(s)		Pupil Personnel Contact Information	
Principal's Name		Principal Contact Information	
Students Name(s) if secondary school program		Student Contact Information	
Program Administrator (Administrators of the programs that are to be consolidated in the SWP plan)		Program Administrator Contact Information	
Technical Assistance Provider		Provider Contact Information	
Additional Member Name and Role		Additional Member Contact Information	

b. How do all staff, parents, and community members provide input into the development, implementation, and evaluation of the SWP plan?	
c. Describe the team's plan for communicating with the school and community.	

III. Ten Required Components

Under section 1114(b)(1) of Title I of No Child Left Behind, the SWP must address the following 10 components. Please describe how the school will implement each of the components.

1. Comprehensive Needs Assessment

a. Provide a brief description of your school including demographics of your school and community, academic achievement and other relevant information.	

b. Describe the process used to collect and analyze data across the five SWP planning dimensions:

Dimension	*Identification of Priority Needs*	*Data/Evidence to Support Identification of Priority Needs*	*Goal*
Student Achievement			
Professional Development			
School Context and Organization			
Curriculum and Instruction			
Family and Community Involvement			

Summarize how your goals match your identified priority need areas as the means to educate all students in the school to meet Minnesota's academic content and achievement standards.	

2. SWP Reform Strategies

a. Describe the school's implementation of SWP reform strategies that will provide opportunities for all children to meet the state's proficient and advanced levels of student academic achievement.	
b. Describe the selection process for choosing effective methods and instructional strategies established on scientifically based research that strengthens the core academic program of the school.	

c. Describe how the SWP reform strategies will use effective methods and instructional strategies to increase the amount and quality of learning time.	
d. Describe the instructional strategies that will address the needs of all children in the school, particularly the needs of historically underserved populations and low-achieving children.	
e. Describe how the SWP reform strategies are consistent with, and designed to implement, the state and local school improvement plans.	

I Measurable Mathematics Goal and Action Plan:

In the spring of 20____, the percentage of _____ grade students meeting or exceeding Minnesota mathematics performance standards will increase from _____ % to_____ % as measured by the Mathematics MCA.

School Profile data which relates to this goal: (most recent Math MCA data used to create baseline for above goal):	

Description of how student progress toward this goal will be measured (local math assessment):	

Description of procedures for reporting student progress toward this goal to parents:	

Strategy, Method or Action: What will you do?	**Who is Responsible?** Who will provide the leadership to assure that this strategy is accomplished?	**Timeline** When will this strategy or action begin and end?	**Resources** What existing resources (or resources you will have as you implement this plan) will you use to accomplish this strategy?	**Evidence** What indicators will demonstrate progress in the implementation?	**Evaluation Methods** How will you gather the evidence needed to demonstrate progress and achievement?
Instructional Strategies to support this goal					
Professional Development to support this mathematics goal.					

Strategy, Method or Action: What will you do?	**Who is Responsible?** Who will provide the leadership to assure that this strategy is accomplished?	**Timeline** When will this strategy or action begin and end?	**Resources** What existing resources (or resources you will have as you implement this plan) will you use to accomplish this strategy?	**Evidence** What indicators will demonstrate progress in the implementation?	**Evaluation Methods** How will you gather the evidence needed to demonstrate progress and achievement?
Family/Community Involvement Activities to support mathematics goal.					
Other (specify):					

J. Measurable Reading Goal and Action Plan

In the spring of 20 ____, the percentage of _____grade students meeting or exceeding Minnesota Reading performance standards will increase from _____% to _____% as measured by the Reading MCA.

School Profile data which relates to this goal: (most recent Reading MCA data used to create baseline for above goal):	

Description of how student progress toward this goal will be measured: (local reading assessment):	

Description of procedures for reporting student progress toward this goal to parents:	

Strategy, Method or Action: What will you do?	**Who is Responsible?** Who will provide the leadership to assure that this strategy is accomplished?	**Timeline** When will this strategy or action begin and end?	**Resources** What existing resources (or resources you will have as you implement this plan) will you use to accomplish this strategy?	**Evidence** What indicators will demonstrate progress in the implementation of this strategy?	**Evaluation Methods** How will you gather the evidence needed to demonstrate progress and achievement of this strategy?
Instructional Strategies to support this goal					
Professional Development to support this reading goal.					

Strategy, Method or Action: What will you do?	**Who is Responsible?** Who will provide the leadership to assure that this strategy is accomplished?	**Timeline** When will this strategy or action begin and end?	**Resources** What existing resources (or resources you will have as you implement this plan) will you use to accomplish this strategy?	**Evidence** What indicators will demonstrate progress in the implementation of this strategy?	**Evaluation Methods** How will you gather the evidence needed to demonstrate progress and achievement of this strategy?
Family/Community Involvement Activities to support reading goal.					
Other (specify):					

K. Measurable School Goal and Action Plan

In the spring of 20 _____, our school goal will focus on: _____

School Profile data which relates to this goal:	
Description of how progress toward this goal will be measured:	
Description of procedures for reporting student progress toward this goal to parents:	

Strategy, Method or Action: What will you do?	**Who is Responsible?** Who will provide the leadership to assure that this strategy is accomplished?	**Timeline** When will this strategy or action begin and end?	**Resources** What existing resources (or resources you will have as you implement this plan) will you use to accomplish this strategy?	**Evidence** What indicators will demonstrate progress in the implementation?	**Evaluation Methods** How will you gather the evidence needed to demonstrate progress and achievement?
Instructional Strategies to support this goal					
Professional Development to support this school goal.					
Family/Community Involvement Activities to support school goal.					
Other (specify):					

3. Instruction by Highly Qualified (HQ) Teachers

D All teachers must meet the HQ requirements set forth in PL Section 1119(a)(1). Describe how the school will ensure and maintain that only HQ staff are instructing students in the SWP:	

I verify that copies of teacher qualifications are maintained at the school as well as the district office and are available to any member of the general public upon request. By signing this section of the application, the principal of this school attests in writing that the school is in compliance and meets the highly qualified teacher requirements.

_____ _____

Principal's Name (Keep original signature on file at the school.) Date

NOTE: Read a detailed explanation of what it means to be Highly Qualified.

L. All paraprofessionals must meet the HQ requirements set forth in PL Section 1119(c) and 1119(d). New and Existing Paraprofessionals working in programs supported by Title I Part A shall satisfy the requirements of :

1. Completed at least two years of study at an institution of higher education;
2. Obtained an associate's (or higher) degree; or,
3. Met a rigorous standard of quality and can demonstrate through a formal state or local academic assessment.

Describe how the school will ensure and maintain that only HQ staff are instructing students in the SWP:	

I verify that copies of paraprofessional qualifications are maintained at the school as well as the district office AND are available to any member of the general public upon request. By signing this section of the application, the principal of this school attests in writing that the school is in compliance and meets the highly qualified paraprofessional requirements.

_____ _____

Principal's Name (Keep original signature on file at the school.) Date

NOTE: Read a detailed explanation of what it means to be Highly Qualified.

4. Professional Development

The school must describe how it will implement high quality and ongoing professional development for teachers, principals, and paraprofessionals and, if appropriate, pupil services personnel, parents, and other staff.	

5. Highly Qualified Teacher to High Needs Schools

What is the school doing to attract and retain highly qualified teachers to its school?	

6. Parent Involvement

D. Describe how parents will be involved in the design, implementation and evaluation of the SWP. NOTE: If the evaluation results show that the SWP plan is not satisfactory to parents, the school is required to submit these comments to the LEA.	
b. Describe how the school will provide parents with assistance in understanding the SWP.	
c. Describe the services that will be provided to parents as part of the SWP.	
d. Describe the process of annual evaluation of the Parent Involvement Policy/Procedures and Parent/Teacher Compact.	

REMINDER:The current Parent Involvement Plan and Parent/Teacher Compact must be uploaded with the Title I application in SERVS.

7. Preschool Transitioning

a. Describe how the SWP will coordinate the transition of preschool children from early childhood programs to the local elementary schools.	
b. Describe how the SWP will coordinate, to the extent feasible and appropriate, parent involvement programs and activities with other state or federally run preschool programs (Section 1118).	

8. Measures to Include Teachers in Decision-Making Regarding the Use of Assessments

Describe how teachers are included in the decision-making process regarding the use of academic assessments in order to provide information on, and to improve, the achievement of individual students in the overall instructional program.	

9. Effective and Timely Assistance Describe the

step-by-step process to ensure that students who are experiencing difficulty mastering the proficient or advanced levels of academic achievement standards receive effective and timely assistance.	

10. Coordination of Programs

Describe the coordination and integration of federal, state and local services and programs.	

IV. Accountability and Continuous Improvement

a. Describe how the school will provide individual student academic assessment results in a language the parents can understand, including an interpretation of those results, to the parents of a child who participates in the academic assessments required by section 1111(b)(3).	
b. Describe additional measures, other than the MCA, which will be used to identify successes and/or problems with the SWP.	
c. Describe the plan for measuring and reporting student progress during the year.	
d. Describe how disaggregated data will be used to identify groups of students and determine whether or not they are making progress.	
e. Describe how the results of your student assessment data and other measures will be used to improve instructional practice as part of the evaluation process for continuous improvement.	

V. Technical Assistance

Provide a list of technical assistance providers who have contributed to the development of this SWP plan. Include meeting dates and topics.

Provider Name	Date	Type of Assistance	Provider's Experience in SWP Programming
Provider Name	Date	Type of Assistance	Provider's Experience in SWP Programming
Provider Name	Date	Type of Assistance	Provider's Experience in SWP Programming
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