

NEW YORK STATE EDUCATION DEPARTMENT
Differentiated Accountability School Quality Review

BASIC REVIEW PROCESS TIMELINE
FOR NEWLY IDENTIFIED IMPROVEMENT (YEAR 1) BASIC SCHOOLS
2011-12

Proposed Task/Actions	Proposed Date
The Office of Accountability (OA) provides orientation regarding the School Quality Review (SQR) Basic requirements and necessary documents to District Superintendents (DS).	September 20, 2011
The OA provides orientation regarding the SQR Basic process and necessary documents to Regional Special Education Technical Assistance Support Center (RSE-TASC) Coordinators and Regional Bilingual Education Resource Network (RBE-RN) Coordinators.	September 21, 2011
Based on preliminary data and determinations, when the school is in an IDEA "Needs Assistance or Intervention" District, identified for the subgroup of students with disabilities, SED assigns, to the extent that resources permit, a Special Education School Improvement Specialist (SEIS) from the RSE-TASC to participate in the SQR as a subgroup specialist for students with disabilities.	September 2011
SEIS, when assigned to the school, conducts a structured instructional walkthrough in classrooms and settings where students with disabilities receive instruction and special education services.	September - October 2011
If a district does not meet its Annual Measurable Achievement Objective (AMAO) for the subgroup of Limited English Proficient/English Language Learners (LEP/ELLs) <u>and</u> has schools identified as Improvement (year 1) Basic, the specialist from the RBE-RN who is assigned to the district will support the SQR process in the identified school, to the extent that resources permit.	September 2011
OA Liaisons and representatives from OSE provide training regarding the SQR Basic requirements and necessary documents via webinars to school superintendents, principals, and school staff of newly identified Improvement (year 1) Basic schools.	October 6, 2011
OA sends notification of newly identified Improvement (year 1) Basic schools, SQR documents link and requirements to DSs.	October 2011
NYSED sends notification letter to LEA School Superintendents of newly identified Improvement (year 1) Basic schools regarding the SQR Basic process. The Office of Special Education (OSE) posts IDEA Determinations.	October 2011
DSs, OA Liaisons, RSE-TASC and RBE-RN follow up with newly identified Improvement (year 1) Basic schools about SQR process concerns/questions: <ul style="list-style-type: none"> • DSs or DS Representative available to answer questions regarding the Basic SQR process in Title I schools outside 	October 2011

Proposed Task/Actions	Proposed Date
<p>the Big 5.</p> <ul style="list-style-type: none"> • OA Liaisons available to answer questions regarding the Basic SQR process in non-Title I schools and schools in the Big 5. • RSE-TASC Coordinators available to answer questions regarding the role of the SESIS in schools identified for students with disabilities. • RBE-RN Coordinators available to answer questions regarding the role of the RBE-RN in schools identified for LEP/ELLs. 	
<p>The Title I School Improvement Grant Application placed online.</p>	<p>October 2011</p>
<p>Title I School Improvement Grant Application due to NYSED.</p>	<p>November 12, 2011</p>
<p>NYSED reviews and processes School Improvement Grant Applications.</p>	<p>November 2011</p>
<p>NYSED notifies Districts of approval of School Improvement Grant Applications.</p>	<p>December 2011</p>
<p>LEA supports newly identified Improvement (year 1) Basic schools in completing the SQR Quality Indicator (QI) document with supporting documentation and writing the SQR Basic Report. SESIS, when assigned, participates in district SQR discussions to share instructional walk through results.</p>	<p>October – November 30, 2011</p>
<p>For all Title I schools outside of the Big 5, the LEA submits copy of Basic Review Report and completed QI document to DSs.</p>	<p>November, 2011</p>
<p>The DS will have ten business days to return the SQR report to the district with comments and recommendations.</p>	<p>10 days after submission to DS</p>
<p>The LEA will then have 30 days to revise the report as appropriate and submit a written and electronic copy in Word to the Office of Accountability (OA), RSE-TASC (if applicable) and RBE-RN (if applicable). Alternatively, if the DS finds the report meets the requirement of Commissioner’s regulations, the DS will forward the final report directly to SED, RSE-TASC (if applicable) and RBE-RN (if applicable).</p>	<p>By January 31, 2012</p>
<p>For all non-Title I and Big 5 schools, the LEA submits written and electronic copy of the final Basic Report and completed QI document to OA, RSE-TASC (if applicable) and RBE-RN (if applicable).</p>	<p>By January 31, 2012</p>
<p>NYSED reviews and processes School Improvement grant amendments based on SQR Report Findings and Recommendations.</p>	<p>January – August 2012</p>
<p>School develops or amends, then submits its two-year Comprehensive Educational Plan (CEP) using Findings and Recommendations from the SQR Report and if applicable, the SESIS-facilitated Quality Improvement Process (QIP).</p>	<p>90 days after date of notification</p>