Unit 5 School Improvement Plan Template
SIP Directions & Slides

School Year:

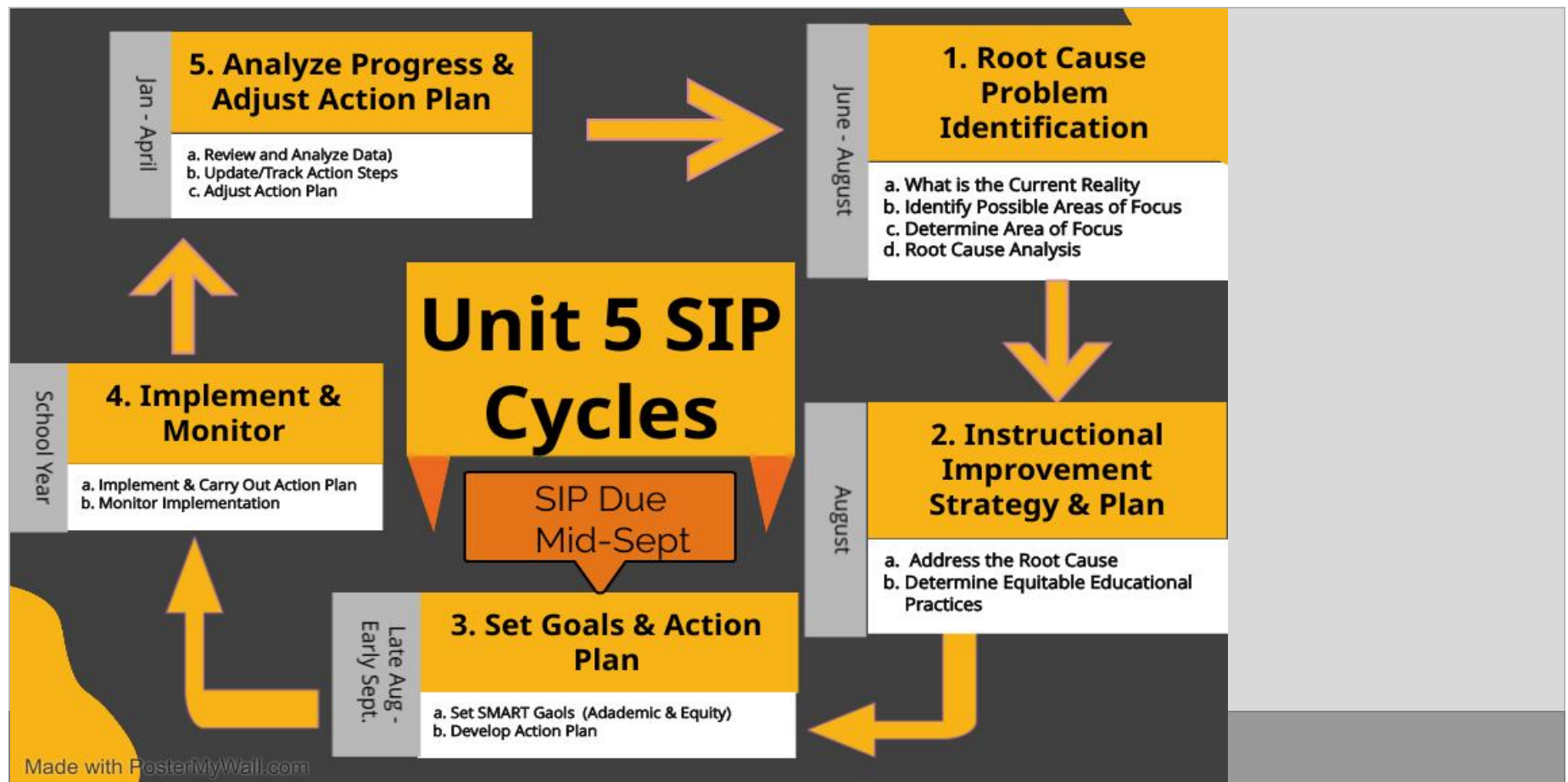| Building:		Admin. Name:	

Important Dates	
Due Date	**Meeting/Task**
September 27th	Plans completed and shared
Jan. - April	Analyze progress, adjust action plans, internal reporting
May 21st	Goal Results

Cycles of Inquiry for Finding & Solving Problems

Cycles of Inquiry includes a five-step, action/analysis process that can be continuously refined to address the needs of the specific school, grade level, content area, or classroom context. The five steps involved in the Cycles of Inquiry approach include problem identification, strategy selection, goal setting, teacher learning, and diagnosis of implementation and impact. The Cycles of Inquiry Logic Model is organized around a proposition that links student learning outcomes with adult instructional practice. Not only will leadership teams consider student learning data in their analysis, but they will methodically collect and interpret instructional data in the form of artifact reviews or observable adult behaviors. Taken together, this more robust investigation results in sound strategy selection with a stronger logic connection to the problem of origin unique to the school. The diagram below illustrates the five step process that make-up the Cycles of Inquiry Design.

Five Step Process

Unit 5 SIP Cycles

5. Analyze Progress & Adjust Action Plan (Jan - April)
a. Review and Analyze Data)
b. Update/Track Action Steps
c. Adjust Action Plan

1. Root Cause Problem Identification (June - August)
a. What is the Current Reality
b. Identify Possible Areas of Focus
c. Determine Area of Focus
d. Root Cause Analysis

4. Implement & Monitor (School Year)
a. Implement & Carry Out Action Plan
b. Monitor Implementation

2. Instructional Improvement Strategy & Plan (August)
a. Address the Root Cause
b. Determine Equitable Educational Practices

SIP Due Mid-Sept

3. Set Goals & Action Plan (Late Aug - Early Sept.)
a. Set SMART Gaols (Adademic & Equity)
b. Develop Action Plan

Made with PosterMyWall.com

1. Root Cause Problem Identification

Analysis of student data to indicate that there is a need to improve student growth and achievement. The leadership team evaluates assessment items or tasks to identify the specific standards, content knowledge, skills, or learning strategies that are less well developed among students.

What Is The Current Reality?
- Identify the Problem
- Make Obervations
- Discuss data without bias. Focus should be on instructional/system changes, not a focus on families or students.
Admin Digging into Data Directions and Templates

Selecting a "Focus Area/Topic"
- Only select areas we have control over and can influence

What Is the Root Cause?
- Ask the 5 Whys
- Agree on the Potential Root Cause
Let's Practuce Cycles of Inquiry & Root Cause (presentation)
Let's Practice Cycles of Inquiry & Root Cause **(**handout**)**

2. Select Instructional Improvement Strategy

What can be done to address the identified and agreed upon Root Cause of the Focus Area/Topic?
Elementary Root Cause Resources

Which Equitable Educational Practice connects to the Root Cause Analysis?
- *Equitable Instructional Practices*
- *Radically Inclusive Relationships*

Academic Goal

Instructional Leadership Team Members

Meeting Dates:

SMART Goal

Student Outcome (Growth & Achievement) Goal:

Background Data: *What is the current reality? Provide background data that has led you to your focus, root cause and SMART Goal. Provide an explanation and link in your data analysis and other documents here.*

Data Analysis Link below:	***Root Cause Documentation Link Below:***

Explanation of Background Data, Root Cause, and factors leading to your goal selection:

In Spring 2025, the percentage of non-low income students meeting/exceeding the STAR literacy benchmark was 93.1% while the percentage of students qualifying for free lunch that met or exceeded the STAR literacy benchmark was 72.1%.

Outcome Goal/SMART Goal: *An outcome goal is a result of the analysis of student data and identifying one or several concerns. The student data measures are considered a building's outcome goals. For more information on* SMART Goals *and* **examples**, *please see the linked document.*

Our goal is to [quantifiable objective] by [timeframe or deadline].

The SIP literacy goal for the 25-26 school year is to improve the percentage of students who qualify for free lunches that are meeting or exceeding the STAR literacy benchmark to 80%, an increase of 7.9%.

Results: *Did you meet your SMART Goal? Provide evidence that shows the data indicating if you met your goal. Be sure to label and/or explain your data.*

Instructional Practice Plan

What NEW Knowledge ("Knowing") -or- Instructional Practice(s) ("Doing") will your building be focusing on this year?

[Key players or teams] will accomplish this goal by [what steps you'll take to achieve the goal]. Accomplishing this goal will [result or benefit].

Action Plan with Specific Measures of Progress			
Plan, design, and facilitate places, spaces, and times for staff learning and instructional practice development focused on school improvement to occur.			
Action Step	**Person Responsible**	**Target Date**	**Evidence**

Academic Goal

Instructional Leadership Team Members

Meeting Dates:

SMART Goal

Student Outcome (Growth & Achievement) Goal:

Background Data*: What is the current reality? Provide background data that has led you to your focus, root cause and SMART Goal. Provide an explanation and link in your data analysis and other documents here.*

Data Analysis Link below:	***Root Cause Documentation Link Below:***

Explanation of Background Data, Root Cause, and factors leading to your goal selection:

In Spring 2025, the percentage of non-low income students meeting/exceeding the STAR math benchmark was 92.2% while the percentage of students qualifying for free lunch that met or exceeded the STAR math benchmark was 61.9%.

Outcome Goal/SMART Goal: *An outcome goal is a result of the analysis of student data and identifying one or several concerns. The student data measures are considered a building's outcome goals. For more information on* [SMART Goals](#) *and* **examples***, please see the linked document.*

Our goal is to [quantifiable objective] by [timeframe or deadline].

The SIP math goal for the 25-26 school year is to improve the percentage of students who qualify for free lunches that are meeting or exceeding the STAR math benchmark to 70%, an increase of 8.1%.

Results: *Did you meet your SMART Goal? Provide evidence that shows the data indicating if you met your goal. Be sure to label and/or explain your data.*

Instructional Practice Plan

What NEW Knowledge ("Knowing") -or- Instructional Practice(s) ("Doing") will your building be focusing on this year?

[Key players or teams] will accomplish this goal by [what steps you'll take to achieve the goal]. Accomplishing this goal will [result or benefit].

Action Plan with Specific Measures of Progress

Plan, design, and facilitate places, spaces, and times for staff learning and instructional practice development focused on school improvement to occur.

Action Step	Person Responsible	Target Date	Evidence

Equity Goal

Instructional Leadership Team Members

Meeting Dates:

SMART Goal

Student Outcome (Growth & Achievement) Goal:

Background Data: What is the current reality? Provide background data that has led you to your focus and root cause. Provide an explanation and ink in your data analysis and other documents here.

Data Analysis Link below:	*Root Cause Documentation Link Below:*

Explanation of Background Data, Root Cause, and factors leading to your goal selection:

In 24-25, the attendance rate of non-low income students was 89.6% while the attendance rate for students who qualified for free lunches was 74.4%.

Outcome Goal/SMART Goal: An outcome goal is a result of the analysis of student data and identifying one or several concerns. The student data measures are considered a building's outcome goals. For more information on SMART Goals, please see the linked document.

Our goal is to [quantifiable objective] by [timeframe or deadline].

The SIP equity goal for the 25-26 school year is to improve the attendance rate of students who qualify for free lunches to 80%, an increase of 5.6%.

Results: Did you meet your SMART Goal? Provide evidence that shows the data indicating if you met your goal. Be sure to label and/or explain your data.

Instructional Practice Plan

What NEW Knowledge ("Knowing") -or- Instructional Practice(s) ("Doing") will your building be focusing on this year?

[Key players or teams] will accomplish this goal by [what steps you'll take to achieve the goal]. Accomplishing this goal will [result or benefit].

Action Plan with Specific Measures of Progress

Plan, design, and facilitate places, spaces, and times for staff learning and instructional practice development focused on school improvement to occur.

Action Step	Person Responsible	Target Date	Evidence