

**2021-22 School Improvement Plan Timeline-REVISED**

Date	Task	Person Responsible
June 2021	Deadline for School Improvement Team elections (secret ballot)	Principals
August 6, 2021	Safe Schools information plan template sent to schools from Safe Schools office	Safe Schools
August 27, 2021	Determine school-based goals for SIPs – school will need to update	Matson/Stevens
September 2, 2021	NC Star training for new principals—Virtual	Nixon/Perkins
September 3, 2021	Update SIP Planning Guide; placed on principal portal and in LAU	Nixon
September 3, 2021	Update names of Leadership Team members in NC Star and all other profile information; ensure all schools have had a leadership team meeting and notes are included in the manage meeting section	Principals
September 3, 2021	SIPs updated in NC Star (initial update); Safe Schools Plan due: Title I Principals ensure alignment of budget (Title I, CSI, IPG)	Principals/SLT
October 15, 2021	Agenda item to Lisa Nolen for October Board Meeting	Nixon/Matson
October 22, 2021	Coaching comments due from SSOs on all School Improvement Plans	SSOs
October 27, 2021	SIPs updated in NC Star from comments	Principals/SLT
October 29, 2021	SSOs check that updates have been completed	SSOs
November 2, 2021	Cabinet review of SIP memo etc./ for BOE meeting (SIPs will be reviewed via link)	Cabinet
November 2, 2021	Final documents due for BOE meeting (links or notebooks made for all BOE Members)	Academic Office
November 9, 2021	SIPs to BOE for approval and for public comment/ Consent agenda	Academic Office
November 10, 2021	SIP's posted to GCS website for feedback for 2021-22 and updated on school websites (SSO offices to check websites)	District Relations
November 24, 2021	End of feedback period on SIPs	District Relations
November 29, 2021	Feedback sent to principals	District Relations
November 30, 2021	Monthly Coaching Comment in NCStar for CSI, IPG, State Low Performing, and Restart Schools	SSOs
December 3, 2021	Comprehensive Plan Report Submission Due in NCStar for CSI, TSI, IPG, and State Low Performing Schools	Principals
December 31, 2021	Monthly Coaching Comment in NCStar for CSI, IPG, State Low Performing, and Restart Schools	SSOs
January 31, 2022	SIP reviews for all schools; Coaching comments for all SIPs/ Principal Progress Toward Achieving Goals (Mid-year review)	SSOs/Principals
January 31, 2022	Monthly Coaching Comment in NCStar for All Schools	SSOs



February 28, 2022	Monthly Coaching Comment in NCStar for CSI, IPG, State Low Performing, and Restart Schools	SSOs
March 31, 2022	Monthly Coaching Comment in NCStar for CSI, IPG, State Low Performing, and Restart Schools	SSOs
April 30, 2022	Monthly Coaching Comment in NCStar for All Schools	SSOs
May 31, 2022	Monthly Coaching Comment in NCStar for CSI, IPG, State Low Performing, and Restart Schools	SSOs
June 11, 2022	Comprehensive Plan Report Submission Due in NCStar for CSI, TSI, IPG, and State Low Performing Schools	Principals
June 30, 2022	Monthly Coaching Comment in NCStar for All Schools	SSOs

Renewal Year for all plans

10/21/2021 revised