



## ANNUAL REVIEW: EDUCATION IMPROVEMENT PROCESS

DEPARTMENT OF PUBLIC INSTRUCTION  
SCHOOL APPROVAL AND ACCREDITATION  
SFN 58916 (Rev. 7/2009)

APPENDIX J

RETURN TO:  
Department of Public Instruction,  
School Approval and Accreditation  
600 East Boulevard Ave., Dept. 201,  
Bismarck, ND 58505-0440

**Due: June 1 of each school year.**

School Name	County Number	LEA Number	School Number
Mailing Address	City	Zip Code +4	
Name of Steering Committee Chair(s)	Telephone Number		

Education improvement is a required component for all North Dakota public and nonpublic schools seeking accreditation. Education improvement focuses on student achievement as reflected in an ongoing, data-driven process. Generally, the process lasts for a five-year period with external assistance from outside professional educators for the initial team chair visit in Year 1 as well as for the team visitation in Year 2 or 3.

These guide questions provided below are intended to assist the school's education improvement steering committee in crafting a review of its efforts each year 2-5. (Note: Boxes will expand to accommodate your responses.)

**Target Area #1: Successes:** *What worked? (Example: Title I annual review information.) What activities were used to achieve the goals? How much achievement was gained? What was the data at the beginning of the cycle compared to the data at the end of the cycle? (Provide charts and graphs to illustrate if desired.) Were they focused on student learning?*

Response:

**Target Area # 1: Opportunities for growth:** *What didn't work well? Was data collection—kind of data used, times collected, etc.—satisfactory? Was there complete involvement of teaching staff? Were others, such as community members, students, etc., included? If target areas were not achieved satisfactorily, what could be done differently? Were the target areas too broad or too focused to allow success? Were any target areas changed? If so, why?*

Response:

**Target Area #1: Future:** *What plans have been developed for the next school year? How will the efforts of improvement in this cycle be maintained? How do you think the achievement of students now entering your school will be positively impacted by the education improvement efforts of the year just ended?*

Response:

**Target Area #2: Successes:** *What worked? (Example: Title I annual review information.) What activities were used to achieve the goals? How much achievement was gained? What was the data at the beginning of the cycle compared to the data at the end of the cycle? (Provide charts and graphs to illustrate if desired.) Were they focused on student learning?*

Response:

**Target Area # 2: Opportunities for growth:** *What didn't work well? Was data collection—kind of data used, times collected, etc.—satisfactory? Was there complete involvement of teaching staff? Were others, such as community members, students, etc., included? If target areas were not achieved satisfactorily, what could be done differently? Were the target areas too broad or too focused to allow success? Were any target areas changed? If so, why?*

Response:

**Target Area #2: Future:** *What plans have been developed for the next school year? How will the efforts of improvement in this cycle be maintained? How do you think the achievement of students now entering your school will be positively impacted by the education improvement efforts of the year just ended?*

Response:

*Also send a completed annual review to your school's external team chair.*

If you have questions, contact the School Approval and Accreditation staff at (701) 328-4647.