



2015-2016 School Improvement Plan Submission

For Schools Using Assist to Upload SIP

Upload SIP through AdvancED's Assist, then go to [DOE Online](#) and complete Accreditation's Legal Standard 1, marking the checkbox indicating that you have uploaded using Assist. You will also need to check off that you have the Exclusive Rep's signature for the staff development portion of the plan. Please also see the important note below.

For Schools NOT Submitting Using AdvancED's Assist

The due date for submission of the school improvement plan is March 1, 2016.

The plan is submitted as a PDF in exactly the same manner as in previous years, using DOE Online. Access is through the Accreditation tab and is found in Legal Standard 1. <https://doeonline.doe.in.gov/login.aspx>.

The principals will need to certify that they have the Exclusive Rep's approval of the SIP's staff development plan. This is done through the attached forms. See pages 2-3. One is used if the rep signs once at the corporation level for all buildings; one is used if the representative signs for each school separately. They are clearly marked.

IMPORTANT NOTE: Please advise the principals that the Legal Standards assurances scoreboard that they are seeing is the one for the previous year, 2014-2015, and they should complete all of the scoreboard items for the buildings on the left side of the screen. The central office should complete all of the items on the right side as well.

These are normally completed by June 30 of each year, however some users wait until they upload their plan to complete the other Legal Standards. This year is completely out of whack regarding timelines.

Users experiencing DOE Online login difficulties can contact Sarah Frantz. It will be best to use email, sfrantz@doe.in.gov.