



**Glenda Ritz, NBCT**  
Indiana Superintendent of Public Instruction

## **M E M O R A N D U M**

**TO:** Superintendents, Principals

**FROM:** Teresa Brown, Assistant Superintendent  
of School Improvement

**DATE:** August 11, 2016

**SUBJECT:** 2016 – 2017 Focus and Priority School SAP Guidance

All schools designated as Focus or Priority will continue to be monitored and submit a Student Achievement Plan during the 2016 – 2017 school year according to their 2014 - 2015 letter grade.

Following the release of the 2015 – 16 grades there may be new schools that will be required to submit a Student Achievement Plan at a later date.

A focus school is a school receiving a D letter grade for one year or a school that has not met exit criteria for the previous year. A priority school is a school receiving an F letter grade for one year or a school that has not met exit criteria for the previous year.

### **Student Achievement Plans**

All Focus and Priority schools turned in a Student Achievement Plan (SAP) last year. Plans will need to be updated for the 2016 – 2017 school year using your school's data including: 2014-2015 A-F Report Card, 2015-2016 ISTEP+ Proficiency Data, and/or other formative assessment data (excluding teacher-created classroom formative assessments). Please contact your Outreach Coordinator if you need any further assistance.

Student Achievement Plans should be turned in to your Outreach Coordinator by October 1, 2016.

We look forward to providing support to Indiana schools as we begin the 2016 – 2107 school year.

The 2016 – 2017 Student Achievement Plan template and exemplar can be found on the Outreach website at the link below.

<http://www.doe.in.gov/outreach/turnaround/priorityfocus-schools>