

**GUIDELINES FOR CERTAIN PROVISIONS OF  
ACTION REQUIREMENTS FOR SCHOOLS  
THAT ARE ACCREDITED WITH WARNING  
FROM THE  
*Regulations Establishing Standards for Accrediting Public Schools in Virginia***

**School Improvement Plans**

**Standard: 8 VAC 20-131-310.F**

*A three-year school improvement plan must be developed and implemented, based on the results of an academic review of each school that is rated Accredited with Warning upon receipt of notification of the awarding of this rating and receipt of the results of the academic review.  
The plan:*

- 1. shall be developed with the assistance of parents and teachers and made available to the public;*
- 2. must include the components outlined in subsection G of this section; and*
- 3. must be approved by the division superintendent and the local school board and be designed to assist the school in meeting the student achievement standard to be Fully Accredited as outlined in 8 VAC 20-131-300.*

**Standard: 8 VAC 20-131-310.G**

*The improvement plan shall include the following:*

- 1. A description of how the school will meet the provisional accreditation benchmarks, or the requirements to be Fully Accredited, for each of the years covered by the plan,*
- 2. Specific measures for achieving and documenting student academic improvement,*
- 3. The amount of time in the school day devoted to instruction in the core academic areas,*
- 4. Instructional practices designed to remediate students who have not been successful on SOL tests,*
- 5. Instructional practices designed to prevent further declines in student performance,*
- 6. Staff development needed,*
- 7. Strategies to involve and assist parents in raising their child's academic performance,*
- 8. The need for flexibility or waivers to state or local regulations to meet the objectives of the plan, and*
- 9. A description of the manner in which local, state, and federal funds are used to support the implementation of the components of this plan.*

*As part of its approval of the school improvement plan, the Board may grant a local school board a waiver from the requirements of any regulations promulgated by the Board when such a waiver is available.*

**Guidelines:**

The three-year school improvement plan is to be based upon the results of the academic review and is to be designed to help the school reach full accreditation status within the timeframes established in the standards. The suggested format of the plan is found in Attachment A of these guidelines. Schools already using a school improvement plan format adopted by their school divisions will not be required to use the suggested format. However, they will be required to verify that their plans meet the criteria outlined in the above two sections of the standards.

Plans are due into the Division of Accountability by the end of the first semester or within 60 business days of the completion of the academic review. The Division of Accountability will grant extensions on a case-by-case basis, when requested in advance by the division superintendent.

Division of Accountability staff will report to the Board in January of each year on the status of school improvement plans.

**Annual Reports**

**Standard 8 VAC 20-131-310.H:**

*The school improvement plan and related annual reports submitted to the Board shall provide documentation of the continuous efforts of the school to achieve the requirements to become rated Fully Accredited. The Board shall adopt and approve all policies and formats for the submission of annual reports under this section. The reports shall be due no later than October 1 of the school year.*

**Guidelines:**

The Division of Accountability will notify schools no later than August 31 of each year that annual status reports are due on October 1, as required in the standards.

Schools using the attached school improvement plan format may report the status of implementation by completing the last column of the form and forwarding it to the Division of Accountability. Schools not using the attached school improvement plan format will be asked to report, at a minimum, the projected time frame and evidence of progress for each goal in each targeted academic area. A suggested format for annual reports from these schools is found in Attachment B of these guidelines. Schools revising their three-year school improvement plan will be required to submit the revised plan along with the annual report.

The Division of Accountability will report to the Board in January of each year on the status of the annual reports.