

North Dakota State Education Improvement Process  
<http://www.dpi.state.nd.us/approve/edimprov/index.shtm>

## **Preliminary Documentation Report for Visitation Team Members**

### State Education Improvement Standards

1	Vision and Beliefs
2	Leadership and Governance
3	Teaching and Learning
4	Resources, Support and Environment
5	Ongoing and Continuous Improvement



Visitation Team member:

(Return your documentation to the  
Team Chair at completion of visit.)

School:

Date:

**NORTH DAKOTA DEPARTMENT OF PUBLIC INSTRUCTION**  
**Assessment of Standards Report for the State Education Improvement**  
**Process**

**Overview of the State Education Improvement Process**

Education improvement is a required component for all North Dakota public schools seeking approval (<http://www.legis.nd.gov/cencode/t15-1c06.pdf>).

The state's education improvement process (SEIP) is a five-year continuous cycle with specified reports to the Department of Public Instruction from the school or the external team chair.

The Team Chair Assessment of Standards Report is an evaluation tool designed for use by the external Team Chair in evaluating a school's progress through each of the three visits required during the five-year cycle. The intent of the report is to convey the expectations of the process and to review appropriate documentation for each visit in addition to providing consistency and continuity in the process for each visit. This report is intended to provide meaningful communication from the external Team Chair to the local education improvement committee and the Department. The Assessment of Standards Report was field-tested by peer review team chairs and other school personnel and was shared with over 350 participants from more than 100 school districts during workshops. It is provided as an optional planning and reporting tool.

**Contact Information:**

**ND Department of Public Instruction**  
**Teacher and School Effectiveness**  
**600 East Boulevard Avenue, Dept. 201**  
**Bismarck, ND 58505-0440**  
**Phone: 701-328-1718**  
**Fax: 701-328-0201**

## Standard 1: Vision & Beliefs

How do we communicate a shared direction to improve student performance?

Indicators		Sources of Evidence			
1.1	Reviews vision and belief statements annually; revising as appropriate.		NM	PM	M
1.2	Communicates the vision and belief statements to ensure stakeholder input, understanding, and support.		NM	PM	M
1.3	Aligns teaching and learning, resources, environment, and finances with our vision & belief statements.		NM	PM	M
1.4	Identifies Educational Improvement Goals to advance the vision and belief statements.		NM	PM	M

STRENGTHS:

RECOMMENDATIONS:

**Validate the evidence by circling;**

**Not Met** (NM-have not demonstrated evidence to meet this indicator)

**Partially Met** (PM-some evidence demonstrates action is in process, but not fully met)

**Met** (M-has demonstrated evidence to fully meet this indicator)

## Standard 2: Leadership & Governance

Who are we and what are we about?

Indicators		Sources of Evidence			
2.1	Engages in a system-wide review and analysis of student performance and instructional effectiveness.		NM	PM	M
2.2	Administrators facilitate instructional leadership.		NM	PM	M
2.3	Provides opportunities for all stakeholders' involvement in leadership and in meaningful roles in the decision making process.		NM	PM	M
2.4	Implements an evaluation system to ensure professional growth for all personnel.		NM	PM	M
2.5	Ensures implementation of effective policies and procedures.		NM	PM	M
2.6	Ensures compliance with applicable local, state and federal laws, standards, and regulations.		NM	PM	M

**STRENGTHS:**

**RECOMMENDATIONS:**

**Validate the evidence by circling;**

**Not Met (NM)**-have not demonstrated evidence to meet this indicator)

**Partially Met (PM)**-some evidence demonstrates action is in process, but not fully met)

**Met (M)**-has demonstrated evidence to fully meet this indicator)

## Standard 3: Teaching & Learning

How do we facilitate student academic growth?

Indicators		Sources of Evidence			
<b>3.1</b>	<b>CURRICULUM: Offers a rigorous and relevant curriculum that challenges every student.</b>		<b>NM</b>	<b>PM</b>	<b>M</b>
<b>3.2</b>	<b>CURRICULUM: Articulates and implements an aligned K-12 curriculum with clearly defined proficiency expectations for student learning.</b>		<b>NM</b>	<b>PM</b>	<b>M</b>
<b>3.3</b>	<b>CURRICULUM: Engages all students in the learning process through a curriculum that challenges every student to excel.</b>		<b>NM</b>	<b>PM</b>	<b>M</b>
<b>3.4</b>	<b>CURRICULUM: Investigates and uses data and research in making curricular choices.</b>		<b>NM</b>	<b>PM</b>	<b>M</b>
<b>3.5</b>	<b>INSTRUCTION: Uses instructional strategies and activities that are research based and best practice.</b>		<b>NM</b>	<b>PM</b>	<b>M</b>
<b>3.6</b>	<b>INSTRUCTION: Allocates and protects instructional time to support student learning.</b>		<b>NM</b>	<b>PM</b>	<b>M</b>
<b>3.7</b>	<b>ASSESSMENT: Analyzes and uses formative and summative data to guide instruction and interventions.</b>		<b>NM</b>	<b>PM</b>	<b>M</b>
<b>3.8</b>	<b>ASSESSMENT: Communicates results of student performance and school effectiveness to all stakeholders.</b>		<b>NM</b>	<b>PM</b>	<b>M</b>
<b>3.9</b>	<b>Integrates media services and instructional technologies to support curriculum, instruction and assessment.</b>		<b>NM</b>	<b>PM</b>	<b>M</b>

**STRENGTHS:**

**RECOMMENDATIONS:**

## Standard 4: Resources, Support & Environment

How do we support teaching and learning?

Indicators		Sources of Evidence			
<b>4.1</b>	<b>Budgets sufficient resources to support the vision and educational programs, and to implement plans for improvement.</b>		<b>NM</b>	<b>PM</b>	<b>M</b>
<b>4.2</b>	<b>Ensures that all staff participate in professional learning that strengthens teaching and learning.</b>		<b>NM</b>	<b>PM</b>	<b>M</b>
<b>4.3</b>	<b>Communicates formally and informally the expectations for student learning and goals to all stakeholders.</b>		<b>NM</b>	<b>PM</b>	<b>M</b>
<b>4.4</b>	<b>Provides a variety of opportunities to engage parents, family, and community in the teaching and learning efforts.</b>		<b>NM</b>	<b>PM</b>	<b>M</b>
<b>4.5</b>	<b>Provides a school climate that ensures a safe, healthy, and positive environment conducive to learning.</b>		<b>NM</b>	<b>PM</b>	<b>M</b>
<b>4.6</b>	<b>Maintains facilities, furnishings and ground to provide a safe, healthy, and positive environment conducive to learning.</b>		<b>NM</b>	<b>PM</b>	<b>M</b>

**STRENGTHS:**

**RECOMMENDATIONS:**

**Validate the evidence by circling;**

**Not Met** (NM-have not demonstrated evidence to meet this indicator)

**Partially Met** (PM-some evidence demonstrates action is in process, but not fully met)

**Met** (M-has demonstrated evidence to fully meet this indicator)

## Standard 5: Ongoing & Continuous Improvement

How do we engage in ongoing improvement planning?

Indicators		Sources of Evidence			
<b>5.1</b>	Engages stakeholders in a continuous process of improvement to reach the vision and beliefs of the district/school. <b>VISION AND BELIEFS</b>		<b>NM</b>	<b>PM</b>	<b>M</b>
<b>5.2</b>	Evaluates and documents the effectiveness and impact of the action/improvement plan on student achievement. <b>ANNUAL REVIEW/ EVALUATION</b>		<b>NM</b>	<b>PM</b>	<b>M</b>
<b>5.3</b>	Analyzes the school's SEIP profile to determine student academic strengths and concerns. <b>SEIP PROFILE: Demographic; Program; Achievement; Perception</b>		<b>NM</b>	<b>PM</b>	<b>M</b>
<b>5.4</b>	Employs goals and interventions to improve student performance. <b>ACTION/IMPROVEMENT PLAN</b>		<b>NM</b>	<b>PM</b>	<b>M</b>
<b>5.5</b>	Ensures that all staff participates in professional learning to assist in achievement of improvement goals. <b>PROFESSIONAL DEVELOPMENT</b>		<b>NM</b>	<b>PM</b>	<b>M</b>
<b>5.6</b>	Communicates next steps to stakeholders and the Department of Public Instruction.		<b>NM</b>	<b>PM</b>	<b>M</b>

**STRENGTHS:**

**RECOMMENDATIONS:**