

District Process for Schoolwide School Planning

June 2013	1. The “Letter of Intent to Establish a Schoolwide School Program” will be available to the districts through the Title I A application, on the Grants Management System and on the OSDE website.
August 2013	1. During the first week of August, districts will receive a “Reminder Memo” about the deadline to submit the “Letter of Intent “and the FY13 requirement for submitting the Schoolwide Plan in WISE. 2. Districts will submit the “Letter of Intent” during the last week of August 2013. 3. Districts will be provided WISE training per request.
September 2013	1. Districts will receive a memo of acknowledgement that the “Letter of Intent” was received. Districts will also receive the “Videoconference Schedule”, the “District Process for Schoolwide School Planning”, and the “Guiding Questions”. 2. Districts will participate in the first SW videoconference (“Overview of the Title I Schoolwide Planning Year”) during the 3 rd or 4 th week of September (see the “Videoconference Schedule”).
October 2013	1. Districts will submit the “ESEA Statement of Assurance” through the WISE online planning tool by the end of the 4 th week in October. 2. Districts will be working on “Site Organization and Management for Schoolwide Planning” to be completed by the end of the 4 th week of October. 3. Districts will participate in the second SW videoconference (“Comprehensive Needs Assessment and Introduction to the WISE Tool”) during the 3 rd or the 4 th week of October (see the “Videoconference schedule”).
November 2013	1. Districts will be working on “Completing a Comprehensive Needs Assessment” to be completed by the end of the 3 rd week of November. 2. Districts will participate in the third SW videoconference (“Schoolwide Program Components and Introduction to WISE Tool Indicators”) during the 3 rd or 4 th week of November (see the “Videoconference Schedule”).
January 2014	1. Districts will be working on the “Review of the Ten Schoolwide Program Components” in the WISE online planning tool, to be completed by the end of the 3 rd week of January. 2. Districts will participate in the fourth SW videoconference (“Setting Schoolwide Goals and Using the WISE Tool Plan Components”) during the 3 rd or 4 th week of January (see the “Videoconference Schedule”).
February 2014	1. Districts will be working on “Setting Goals and Developing Action Plans” to be completed by the end of the 3 rd week of February. 2. Districts will participate in the fifth SW videoconference (“Completing your Title I SW Planning Year”) during the 3 rd or 4 th week of February (see the “Videoconference Schedule”).
March 2014	1. Districts will be working on “Adjusting and Completing the WISE Online Planning Tool” by the end of the 3 rd week of March. 2. Districts will participate in the sixth SW videoconference (“Title I SW Program - Annual Program Review and Plan Update”) during the 4 th week of March (see the “Videoconference Schedule”).
April 2014	1. Districts will be working on “Monitoring any Tasks in the WISE Online Planning Tool” to be completed by the end of the 3 rd week of April. 2. Districts will participate in the seventh SW videoconference (“Title I SW Programs and Overview of the 2014-2015 SWS Planning Year”) during the last week of April (see the “Videoconference Schedule”).
May 2014	1. Districts will submit the SWS Plan in WISE by the first week of May.
June 2014	2. Districts will be notified of the SWS Plan approval or denial by the end of the 4 th week of June

Color codes: **Benchmarks**, **Videoconferences**