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# Empowerment Process: Substantially Approvable Overview

Alaska Department of Education and Early Development  
Brittnay Bailey, School Improvement Program Administrator  
Christy Roe, School Improvement Specialist

May 23th, 2023



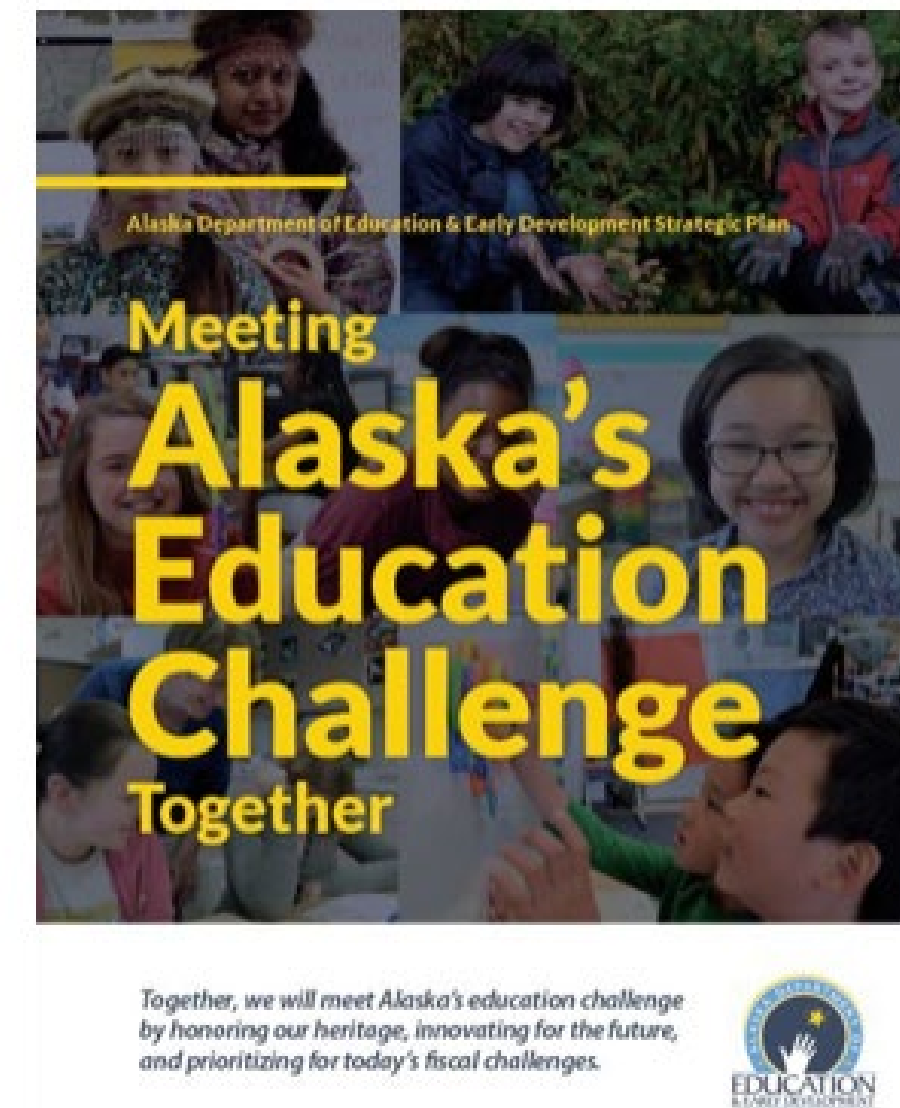
# Mission, Vision, and Purpose

Mission	Vision	Purpose
<p>An excellent education for every student every day.</p>	<p>All students will succeed in their education and work, shape worthwhile and satisfying lives for themselves, exemplify the best values of society, and be effective in improving the character and quality of the world about them.</p> <p>- Alaska Statute 14.03.015</p>	<p>DEED exists to provide <b>information, resources, and leadership</b> to support an excellent education for every student every day.</p>

# Strategic Priorities: Alaska's Education Challenge

## Five Shared Priorities:

- Support all students to read at grade level by the end of third grade.
- Increase career, technical, and culturally relevant education to meet student and workforce needs.
- Close the achievement gap by ensuring equitable educational rigor and resources.
- Prepare, attract, and retain effective education professionals.
- Improve the safety and well-being of students through school partnerships with families, communities, and tribes.



[education.alaska.gov/akedchallenge](http://education.alaska.gov/akedchallenge)

# Roles and Responsibilities

## SCHOOL

Engage in Empowerment Process:

- Form a Team
- Thorough Needs Assessment
- Create a Plan
- Implement Plan with Fidelity



## DISTRICT

Support the school(s) through:

- Providing a District Liaison who acts as point-person between schools and DEED
- School Improvement Plan Review, Approval, and Monitoring of Implementation
- Submit documents and budget to DEED by the end of May



## DEED

Support districts through:

- Policy and Process
- Technical Assistance
- Funding and Support

# Agenda



Substantially Approvable Overview  
Q&A

# FY 24 Document Requirements in GMS

For FY 24, Schools will turn in:

- a Comprehensive Needs Assessment
  - Profile Review Form
  - Practice Review Form
  - Program Review Form
  - Community Review Form
- a 3-year School Improvement Plan
- a Budget for the School Improvement Plan into GMS.

This documentation is due to DEED May 30th-June 15th.



# FY 24 Substantially Approvable in GMS

According to Federal regulation, in order for a grant award to be effective by July 1, the FY2024 School Improvement application must be in a substantially approvable form by June 30, 2023. The substantially approvable form must include 2 out of the 4 required review forms (Profile Review form, Practice Review form, Program Review form, and Community Review form). To be fully approved, each designated school will need to complete all 4 forms, a 3-year school improvement plan, and submit a budget. All forms can be found on the [School Recognition and Support Resource page](#).

A district does not need to submit their application to DEED (Authorized Representative Approved status) in order to be in substantially approvable form. On July 1st, the DEED School Improvement Program Manager will go into each application to verify the required components have been completed.

# FY 24 Substantially Approvable

- Schools should not be spending funds until their planning process is completed, their plan is approved, and there is a budget in GMS UNLESS the money is being spent on the planning process, in which case you should consult with the School Improvement Team about the expectations and requirements
- Once the district is substantially approved, schools with completed plans/assurances/budgets can spend funds
- Any expenditures from 7/1/23 through "Date of approval" **cannot** be submitted to DEED for reimbursement. The district will need to submit a detailed FY24 1st Quarter Expenditure Report that includes dates of expenditures.
- Reimbursements won't happen until ALL schools have an approved plan/assurances/budgets



# Time for a quiz to test your knowledge

## POP QUIZ



# Substantially Approvable?

Primary Column	2022 School Designation	Substantially Approvable Date	Profile Review	Practice Review	Program Review	Commu... Review	3-Year School Improv... Plan	Aligned Budget
- School District			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
School A	CSI 5%		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
School B	CSI Grad Rate		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
School C	TSI		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Primary Column	2022 School Designation	Substantially Approvable Date	Profile Review	Practice Review	Program Review	Commu... Review	3-Year School Improv... Plan	Aligned Budget
- School District			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
School A	CSI 5%		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
School B	CSI Grad Rate		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
School C	TSI		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Primary Column	2022 School Designation	Substantially Approvable Date	Profile Review	Practice Review	Program Review	Commu... Review	3-Year School Improv... Plan	Aligned Budget
- School District			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
School A	CSI 5%		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
School B	CSI Grad Rate		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
School C	TSI		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

# Which School in this district can begin spending money for their School Improvement plan?




Primary Column	2022 School Designation	Substantially Approvable Date	Profile Review	Practice Review	Program Review	Commu... Review	3-Year School Improv... Plan	Aligned Budget
- School District			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
School A	CSI 5%		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
School B	CSI Grad Rate		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
School C	TSI		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

# When can School A begin to receive reimbursements for School Improvement items?

Primary Column	2022 School Designation	Substantially Approvable Date	Profile Review	Practice Review	Program Review	Commu... Review	3-Year School Improv... Plan	Aligned Budget
- School District		August 4, 2023	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
School A	CSI 5%		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
School B	CSI Grad Rate		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
School C	TSI		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



# Related Documents

Required Documents		
Type	Document Template	Document/Link
Comprehensive Needs Assessment Instructions [Upload at least 1 document(s)]	 <a href="#">Needs Assessment Instructions and forms</a>	
Successful School Improvement Plan Template [Upload at least 1 document(s)] 	 <a href="#">Successful School Improvement Plan and Assurances Template</a>	

One Needs Assessment Document per designated school. Title the Documents with the School name, document description, and year, for example:

- SchoolName\_NeedsAssessment\_FY24
- SchoolName\_SchoolImprovementPlan\_FY24

# Questions?



# Upcoming Dates and Events:

- May 31-June 15: FY24 Plans and budgets due in GMS
- June 30: FER closure for FY23
- Sept 11 & 12, 2023 - Fall Convening in Anchorage at the Egan Center
- April 19-21, 2024 Science of Reading Symposium

# Contact Information

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# Stay Connected



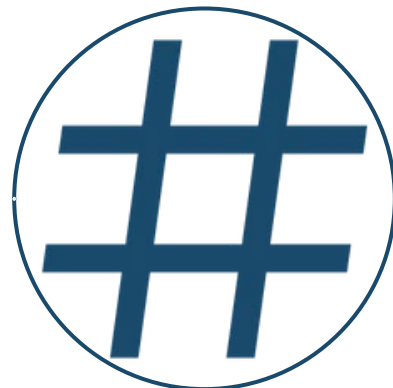
## Website

- [education.alaska.gov](http://education.alaska.gov)



## Phone

- Main Line: (907) 465-2800
- Teacher Certification: (907) 465-2831



## Social Media

- @AlaskaDEED @AlaskaDEED on Twitter, Facebook, Instagram, Flickr, and Vimeo



Slides and Recording will be available on the [SRS webinars](#) page in the next few days