#EachChildOurFuture

Cohort 3 Trainings

ED STEPS:

Planning Cycle



EDSTEPS January 2023

Ohio Department of Education 1

1

Presenters

Scott May

Assistant Director – Office of Federal Programs

ED STEPS Coordinator

Morgan Brown

Assistant Director – Office of Federal Programs

One Needs Assessment

Diane Neal

Assistant Director – Office of Federal Programs

One Plan

Ohio Department of Education 2

2

Agenda

- ED STEPS Mission
- One Needs Assessment
- One Plan
- Resources
- Questions

3

EDSTEPS

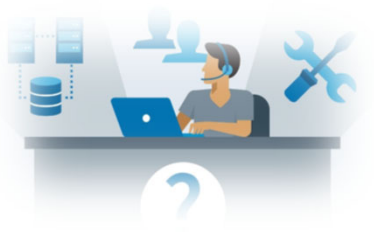
The Education Departments Tiered E-Plans and Supports



4

What can ED STEPS do for you?

- Consolidates the comprehensive needs assessment and One Plan process
- Reduces duplication and effort
- Embeds program evaluation and monitoring
- Integrates tools and resources
- Meets state and federal compliance requirements



5

Who needs to complete the Planning Cycle?

Public Districts and Schools

Districts Labels	District Level Needs Assessment and One Plan	School Level Needs Assessment and One Plan
ADC and ADC with Watch	Required	Required – All buildings
Intensive and Intensive with Watch	Required	Required – All buildings
Moderate D/F and Moderate D/F with Watch	Required	Required – All buildings
Moderate C	Required	Required – Focus, Priority, Watch, and Title I SW Buildings
Moderate C with Watch	Required	Required – Watch and Title I SW Buildings
Independent	Required	Required – Title I SW Buildings
Independent with Watch	Required	Required – Watch and Title I SW Buildings

6

Who needs to complete the Planning Cycle?

Community Schools and Drop-Out Recovery Schools

Label	Community School Drop-Out Recovery	School Level Needs Assessment and One Plan
All Labels	Required	Built into LEA-level One Needs Assessment and One Plan

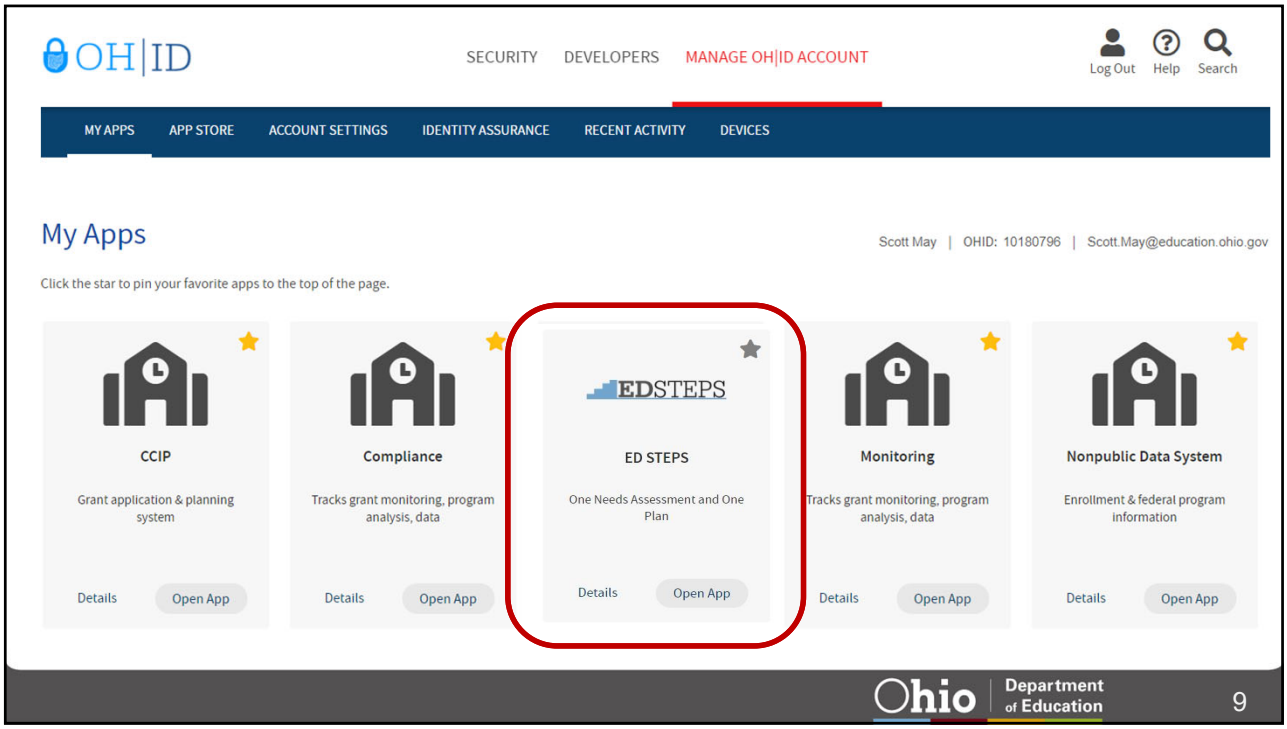
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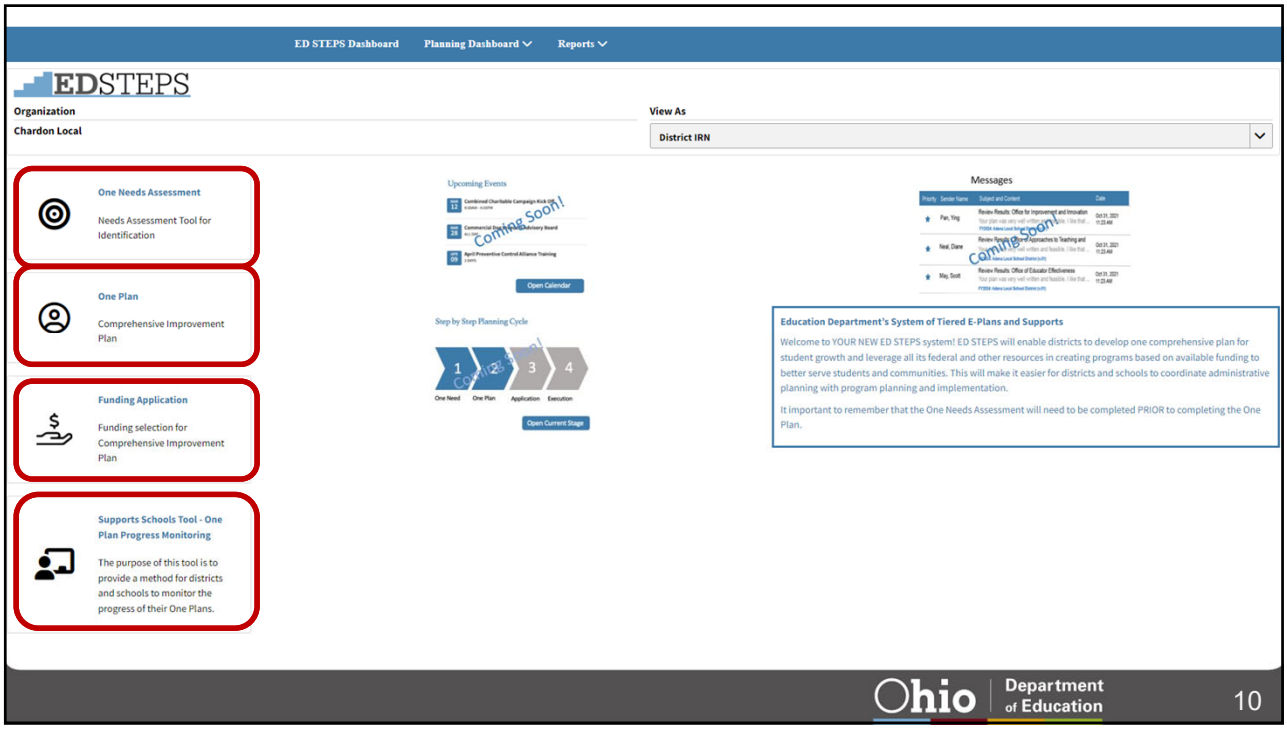
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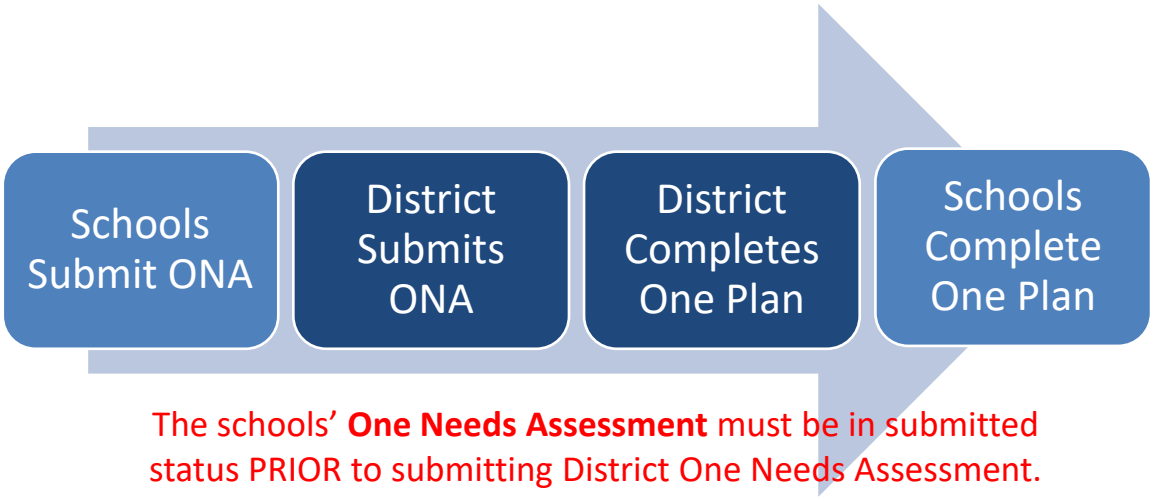

OH|ID
SECURITY
DEVELOPERS
MANAGE OH|ID ACCOUNT
Log Out
Help
Search
MY APPS
APP STORE
ACCOUNT SETTINGS
IDENTITY ASSURANCE
RECENT ACTIVITY
DEVICES
My Apps
Scott May | OHID: 10180796 | Scott.May@education.ohio.gov
Click the star to pin your favorite apps to the top of the page.
CCIP
Grant application & planning system
Details
Open App
Compliance
Tracks grant monitoring, program analysis, data
Details
Open App
EDSTEPS
ED STEPS
One Needs Assessment and One Plan
Details
Open App
Monitoring
Tracks grant monitoring, program analysis, data
Details
Open App
Nonpublic Data System
Enrollment & federal program information
Details
Open App
Ohio Department of Education
9

9


ED STEPS Dashboard
Planning Dashboard
Reports
EDSTEPS
Organization
Chardon Local
View As
District IRN
One Needs Assessment
Needs Assessment Tool for Identification
One Plan
Comprehensive Improvement Plan
Funding Application
Funding selection for Comprehensive Improvement Plan
Supports Schools Tool - One Plan Progress Monitoring
The purpose of this tool is to provide a method for districts and schools to monitor the progress of their One Plans.
Upcoming Events
Coming Soon!
Open Calendar
Step by Step Planning Cycle
1
2
3
4
One Need
One Plan
Application
Execution
Open Current Stage
Messages
Coming Soon!
Education Department's System of Tiered E-Plans and Supports
Welcome to YOUR NEW ED STEPS system! ED STEPS will enable districts to develop one comprehensive plan for student growth and leverage all its federal and other resources in creating programs based on available funding to better serve students and communities. This will make it easier for districts and schools to coordinate administrative planning with program planning and implementation.
It important to remember that the One Needs Assessment will need to be completed PRIOR to completing the One Plan.
Ohio Department of Education
10

10

ED STEPS Planning Cycle



The schools' **One Needs Assessment** must be in submitted status PRIOR to submitting District One Needs Assessment.

11

MS2

ED STEPS Planning Cycle

1. **One Needs Assessment**
2. **One Needs Assessment and One Plan**
3. **One Plan**
4. **One Plan / One Funding Application / Monitoring**
5. **One Plan / One Funding Application / Monitoring / Support Tool**



12

Slide 12

MS2 Consolidate
May, Scott, 1/5/2023

Cohort 3

ED STEP Pilot Districts are now part of Cohort 3

Expectations include completing the process of a 3-year needs assessment and writing a 3-year plan.

Entities will be using the enhanced ED STEPS One Needs Assessment and NEW ED STEPS One Plan.

Districts will also need to complete the annual funding applications that reflect the One Plan.

District Plan and Building Plans due April 30th.

13

Cohort 2

Second year of three-year plan

- Check fiscal resources to make sure you have the fiscal resources you want linked to action steps for FY24.
- Are all the fiscal resources that district receives connected to an activity in the plan?
- Make any revisions to plan that you want to make with Strategy descriptions and action steps.
- If you want to add or delete a strategy, you will need to go back into the One Needs Assessment Pre-planning stage.
- Due Date June 30th with funding application submission.

14

Cohort 1

Third year of your three-year plan

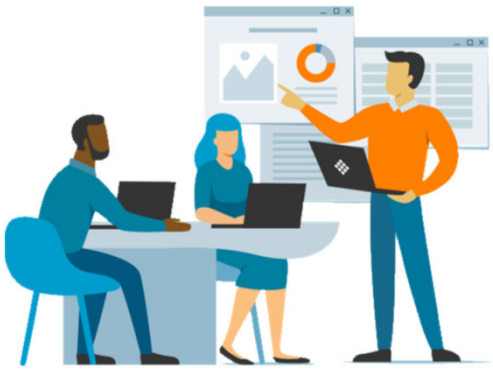
- Will begin new planning process in Jan. 2024 for FY25 funding year.
- Plan will continue to reside in CCIP Planning Tool for one more year.
- Make any revisions to plan needed to complete your final year.
- Due Date: **June 30th** with funding application submission.

Trainings for ED STEPs

ED STEPs Open Office Hours begin February 2, 2023:
Every Thursday
1:00PM – 2:00PM

Regional Trainings:
April 17-21 Tentative Dates

Webinars:
Cohort 3: January 11, 2023
10:00AM – 12:00PM and 1:00PM – 3:00PM
Cohorts 1 and 2: April 13, 2023
10:00AM – 12:00PM and 1:00 – 3:00PM



EDSTEPS

One Needs Assessment



17

ED STEPS Planning Cycle Connections

- One Needs Assessment is the first step in the ED STEPS Planning Cycle.
- The purpose of the One Needs Assessment is to determine the priority needs that will be addressed in the One Plan.
- One Needs Assessment will inform many elements of the One Plan including:
  - Goals
  - Strategies
  - Office Rubrics
  - Embedded Plans

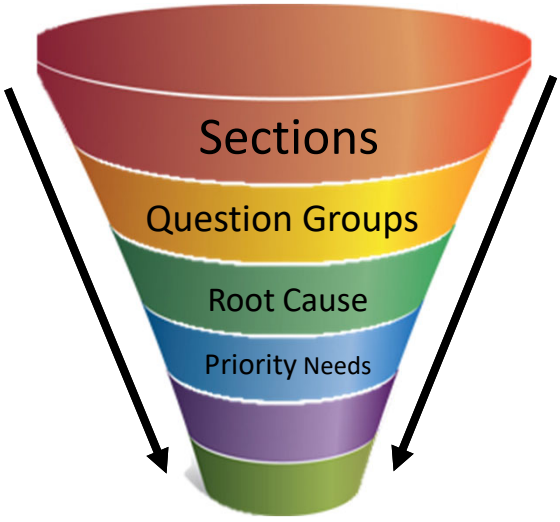
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One Needs Assessment

- Data Driven
- Comprehensive
- Focusing on a few High Impact, Priority Needs
- Create SMART Goal and Strategy Areas for One Plan

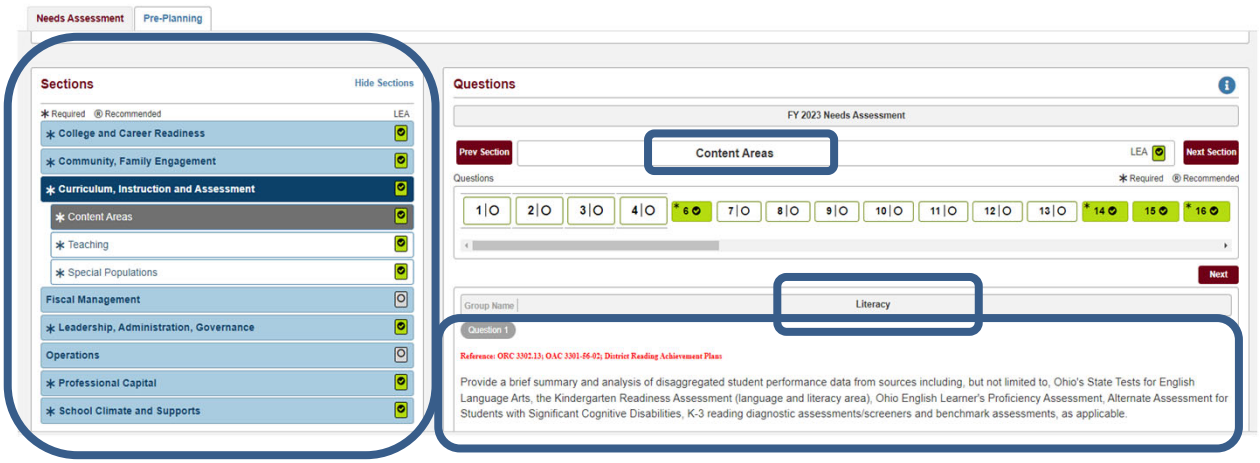
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ED STEPS: One Needs Assessment



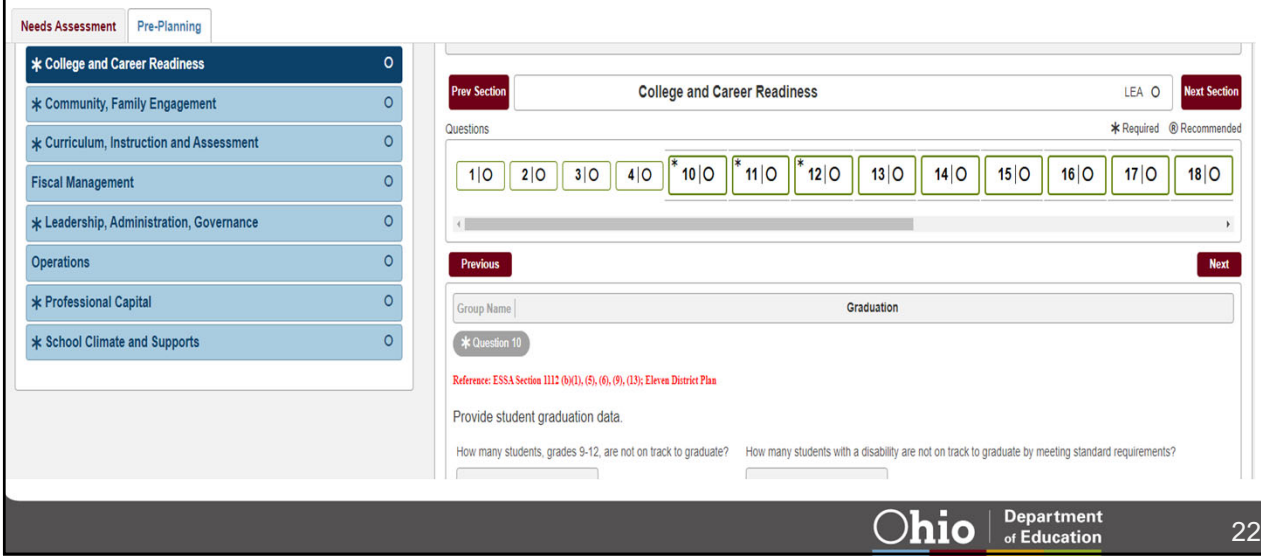
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One Needs Assessment Guided Questions



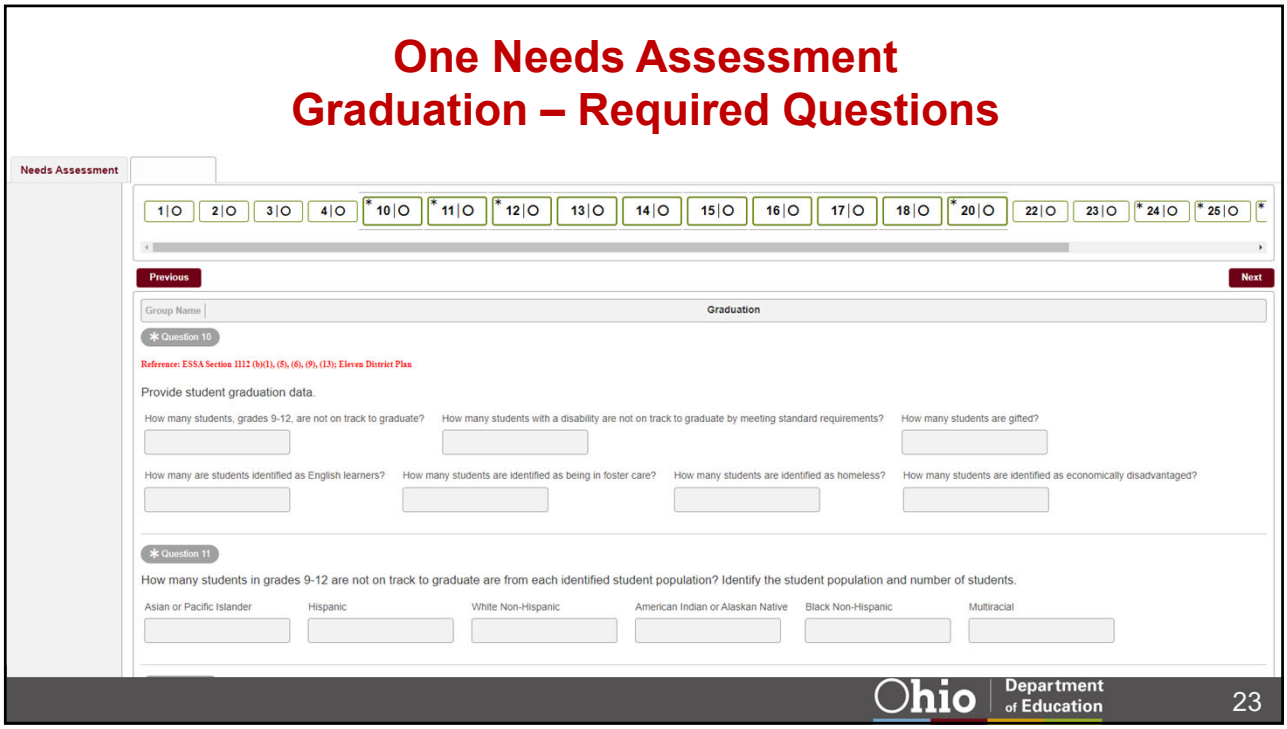
21

One Needs Assessment
Graduation – College and Career Readiness



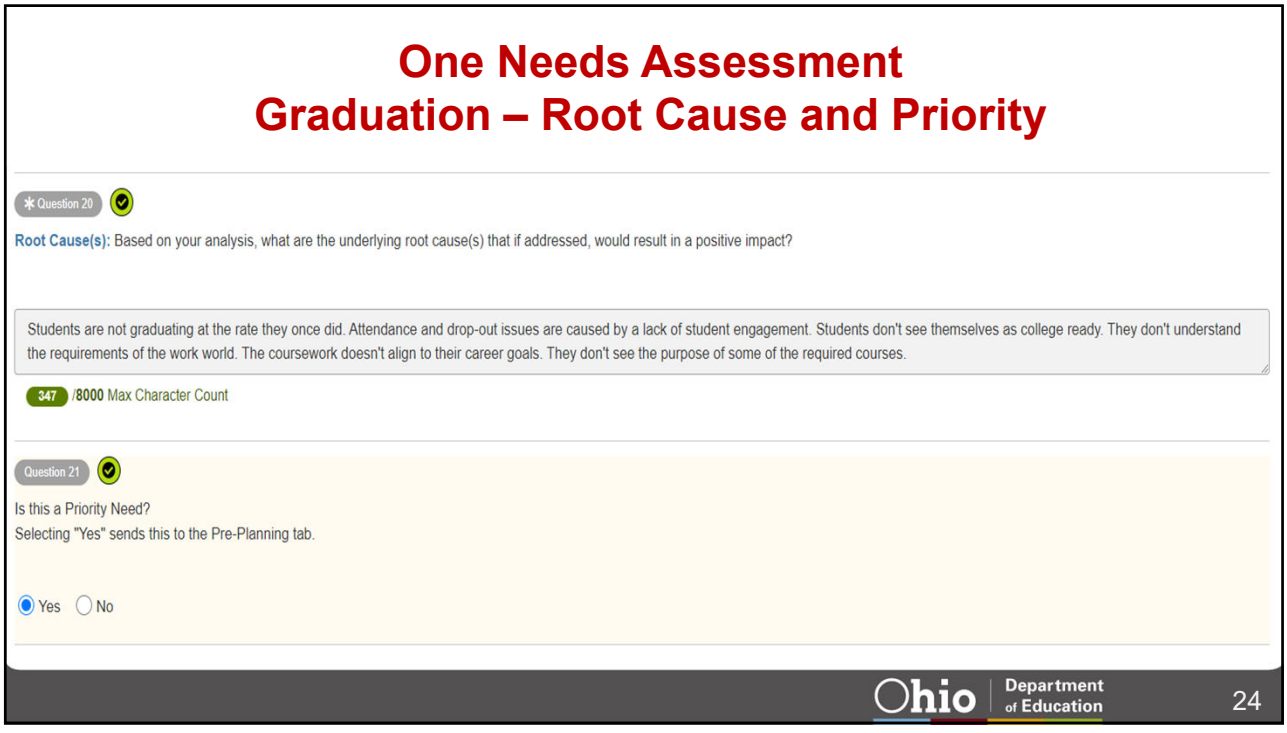
22

One Needs Assessment
Graduation – Required Questions



23

One Needs Assessment
Graduation – Root Cause and Priority



24

ED STEPS Planning Cycle Connections

- First, the district will complete the One Needs Assessment tab by answering questions, assessing root causes and identifying priority needs.
- Next, the district will complete the Pre-Planning tab.
- On the Pre-Planning tab, the district or school will select the SMART Goal Areas and Strategy Areas.

25

Pre-Planning
The Intersection of Needs and Plans

Needs Assessment | Pre-Planning

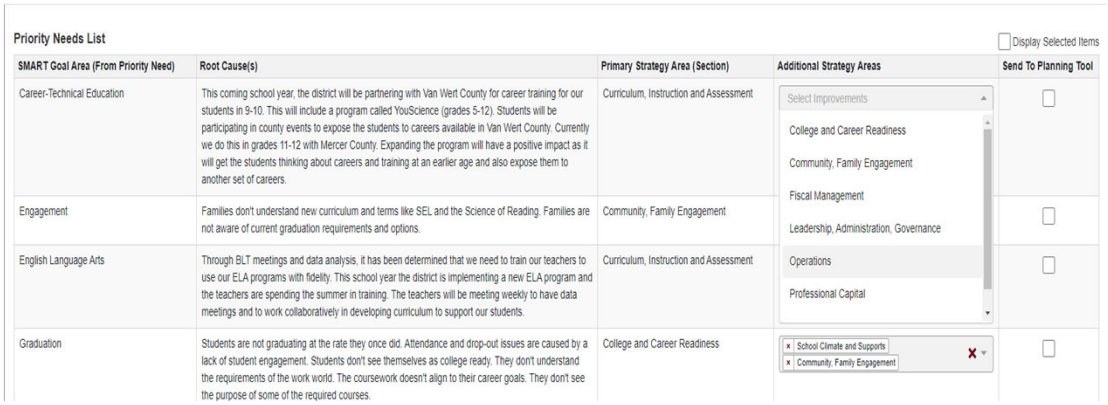
Priority Needs List

Display Selected Items

SMART Goal Area (From Priority Need)	Root Cause(s)	Primary Strategy Area (Section)	Additional Strategy Areas	Send To Planning Tool
Career-Technical Education	This coming school year, the district will be partnering with Van Wert County for career training for our students in 9-10. This will include a program called YouScience (grades 5-12). Students will be participating in county events to expose the students to careers available in Van Wert County. Currently we do this in grades 11-12 with Mercer County. Expanding the program will have a positive impact as it will get the students thinking about careers and training at an earlier age and also expose them to another set of careers.	Curriculum, Instruction and Assessment	Select Improvements	☐
Engagement	Families don't understand new curriculum and terms like SEL and the Science of Reading. Families are not aware of current graduation requirements and options.	Community, Family Engagement	Select Improvements	☐
English Language Arts	Through BLT meetings and data analysis, it has been determined that we need to train our teachers to use our ELA programs with fidelity. This school year the district is implementing a new ELA program and the teachers are spending the summer in training. The teachers will be meeting weekly to have data meetings and to work collaboratively in developing curriculum to support our students.	Curriculum, Instruction and Assessment	Select Improvements	☐
Graduation	Students are not graduating at the rate they once did. Attendance and drop-out issues are caused by a lack of student engagement. Students don't see themselves as college ready. They don't understand the requirements of the work world. The coursework doesn't align to their career goals. They don't see the purpose of some of the required courses.	College and Career Readiness	Select Improvements	☐
Mathematics	Math Scores have remained consistent and have not improved. Teachers will be trained to break down skills. An intervention period will be added to the school day to provide additional small group instruction or intervention	Curriculum, Instruction and Assessment	Select Improvements	☐

26

Pre-Planning
Strategy Areas Selected by Section



Priority Needs List

Display Selected Items

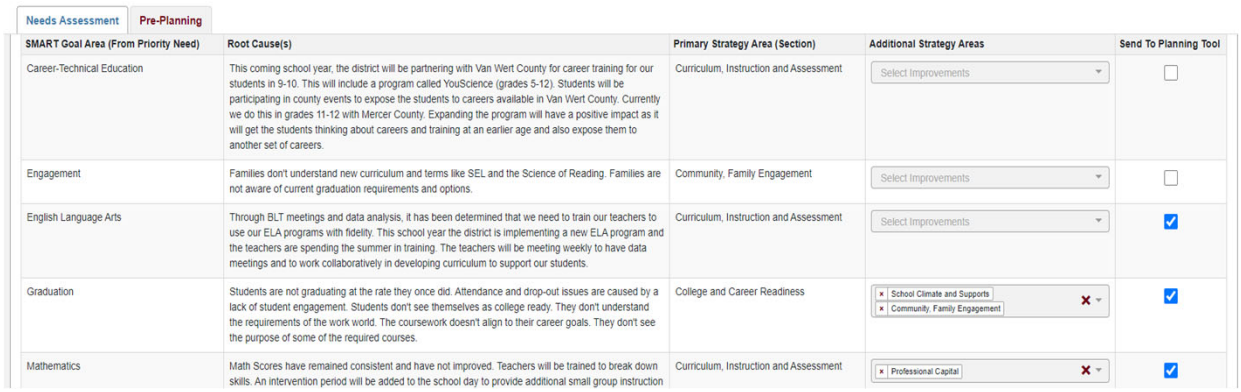
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Graduation	Students are not graduating at the rate they once did. Attendance and drop-out issues are caused by a lack of student engagement. Students don't see themselves as college ready. They don't understand the requirements of the work world. The coursework doesn't align to their career goals. They don't see the purpose of some of the required courses.	College and Career Readiness	× School Climate and Supports × Community, Family Engagement	☐

College and Career Readiness
Community, Family Engagement
Fiscal Management
Leadership, Administration, Governance
Operations
Professional Capital

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27

Pre-Planning
Selected Priority Needs Become Goals



Needs Assessment | Pre-Planning

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Mathematics	Math Scores have remained consistent and have not improved. Teachers will be trained to break down skills. An intervention period will be added to the school day to provide additional small group instruction	Curriculum, Instruction and Assessment	× Professional Capital	☑

Ohio Department of Education 28

28

Flexibility and Options Funding the Plan

Example:

- **SMART Goal Title:** Graduation
- **Strategies Title:**
  - College and Career Readiness
  - School Climate and Supports
  - Community, Family Engagement
- **Action Steps**: Detailed implementation steps

EDSTEPS Planning Cycle Connections

When setting the SMART Goal Areas and Strategies, a district or school should consider many factors:

- Required questions from One Needs Assessment
- Root cause analysis
- Required elements from One Plan rubrics
  - Create / View Page and ED STEPS Manual
- Required One Plan embedded plans
  - Occurs at the strategy level

EDSTEPS

One Plan



31

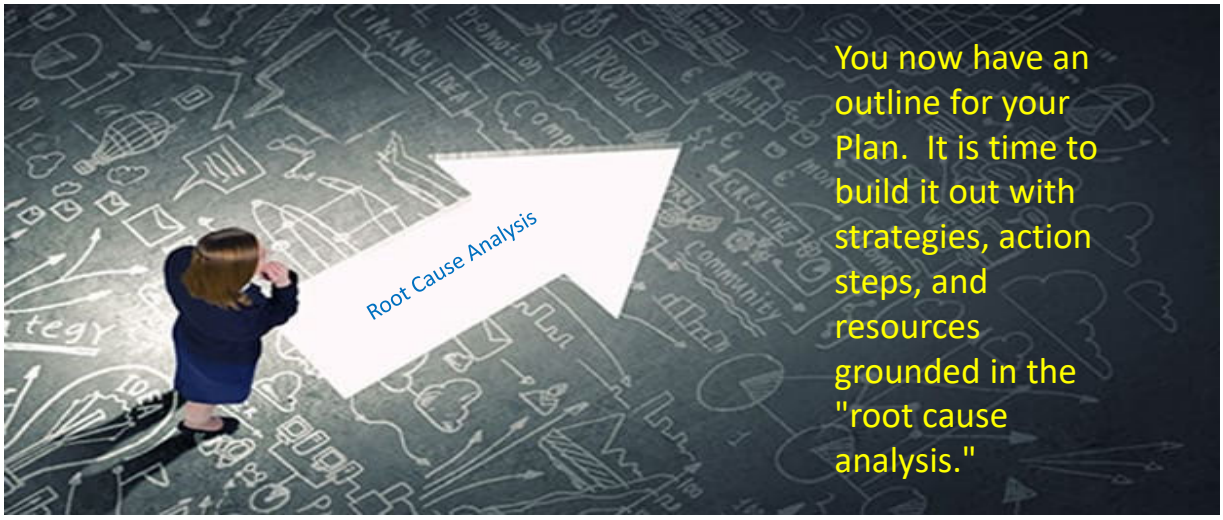
3-Year Planning

- Three-year plan
- Grounded in identified priorities
- Address barriers identified through root cause analysis
- Build strategies around root cause analysis
- Use action steps to plan each year's activities



32

Where Do I Start?



You now have an outline for your Plan. It is time to build it out with strategies, action steps, and resources grounded in the "root cause analysis."

33



Planning Over a Fixed Time

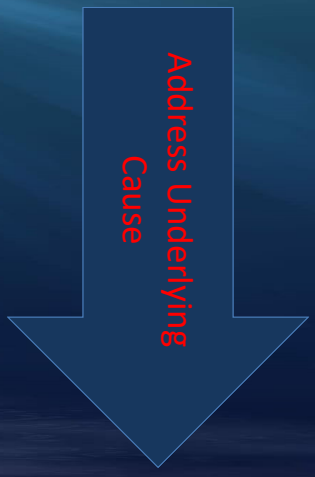
- A time horizon, also known as a planning horizon, is a fixed point of time in the future at which point certain processes will be evaluated or assumed to end.

34

Deep Implementation of Strategies

Surface implementation versus Deep implementation

Often, we want to address all needs.
In doing so, we minimize the effect we have.
Select a few in order to dive deeply into the causes.
Address needs over a longer period of time to affect a change.
Eventually, we will be able to address all needs.



35

Roadmap to Strategy Execution

- Action Steps support the implementation of each strategy to reach your goal's success over a period of time.
  - –Describes Activities
  - –Provides Sustainability
  - –Identifies Who
  - –Outlines Timeline
  - –Applies Resources

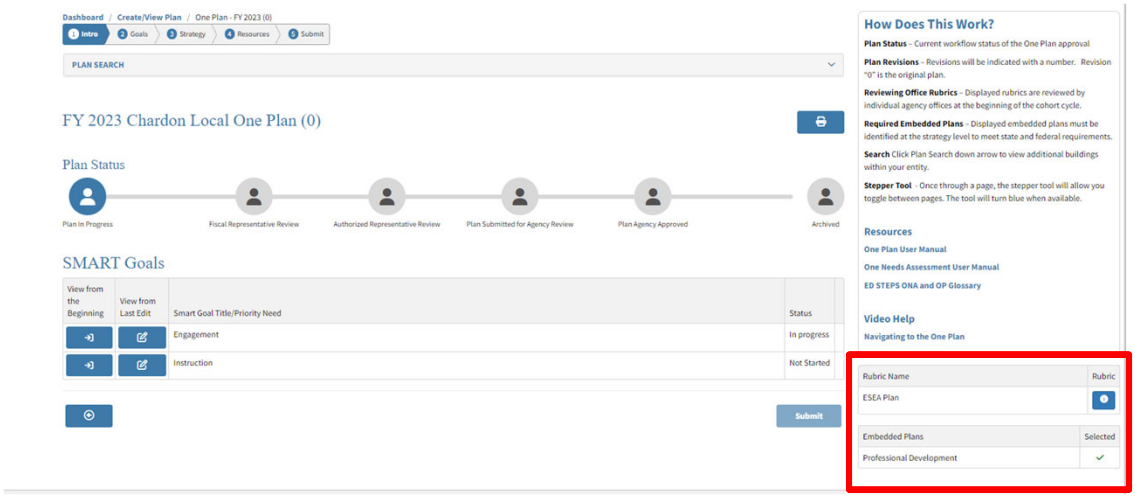


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37

Know Your Required Items



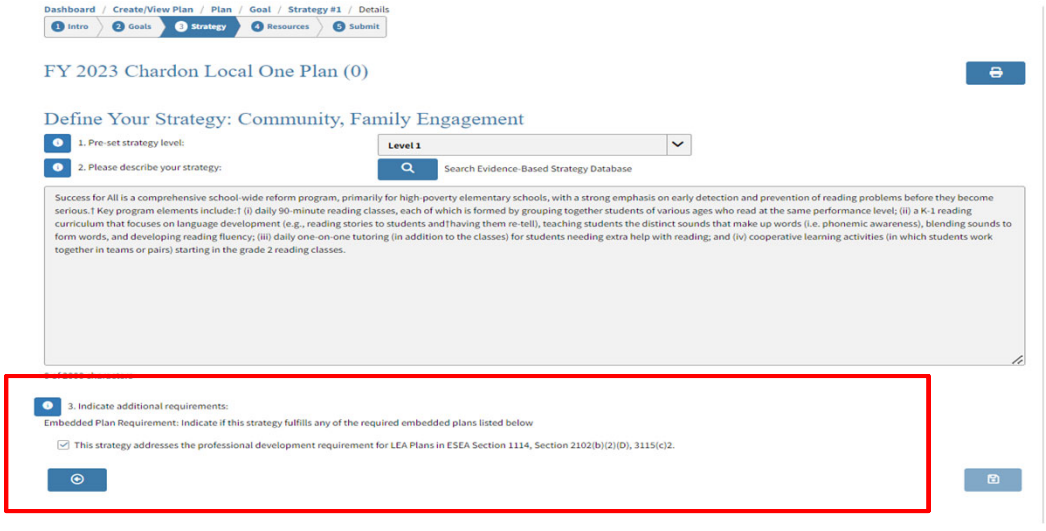
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Rubrics Inform Required Items



39

Embedded Plans Link Items for Required Plans



40

Build From Your Root Cause

Graduation

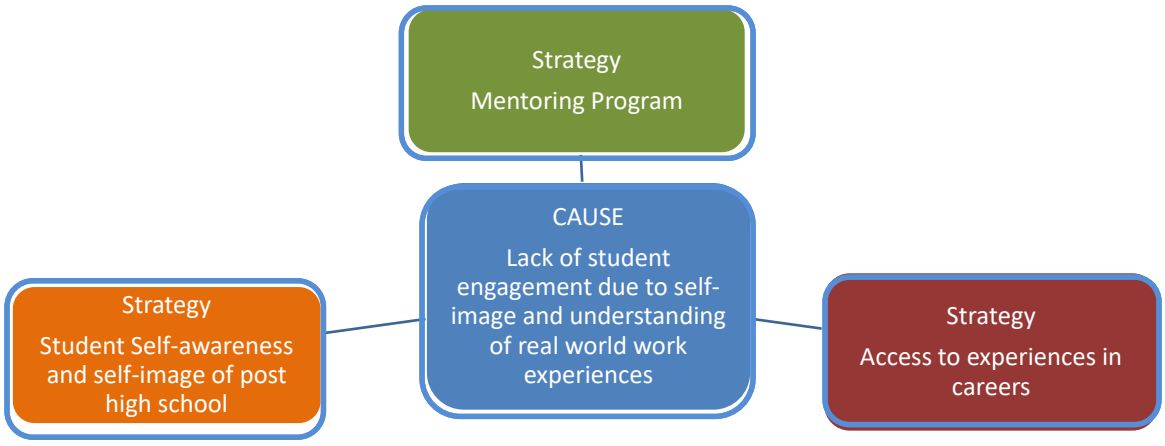
Students are not graduating at the rate they once did. Attendance and drop out issues are caused by lack of student engagement. They don't see themselves as college ready. They don't understand the requirements of the work world. The coursework doesn't align to their career goals. The don't see the purpose of some of the required courses.

Identify the causes from your root cause analysis.

1. A lack of student engagement: Student self-image as college ready. Student understanding of work world.
2. Coursework doesn't align to career goals: authentic and relatable courses to work world and skills needed.

41

Identify Strategies



Brainstorm the activities that could be implemented to address identified barriers in cause.

42

Goal: Increase Graduation and Attendance

- College and Career Readiness Strategy:

Description

– Increase student engagement by providing students opportunities to make real world connections between learning and work and increasing student understanding of careers available related to student strengths through:

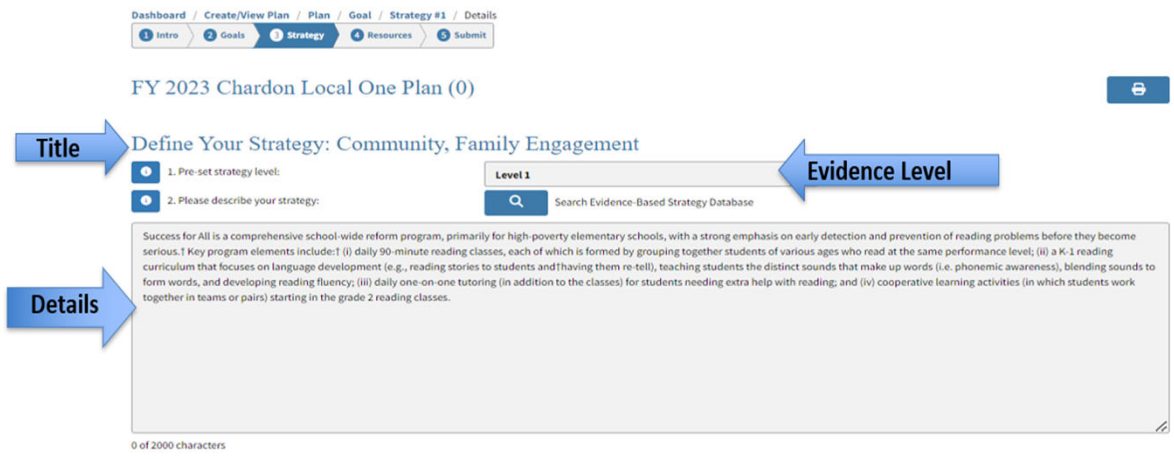
- Career Counseling – Year One
- Mentoring Program- Year Two
- Work Experiences – Year Three

Action Steps

Building the Strategy Description

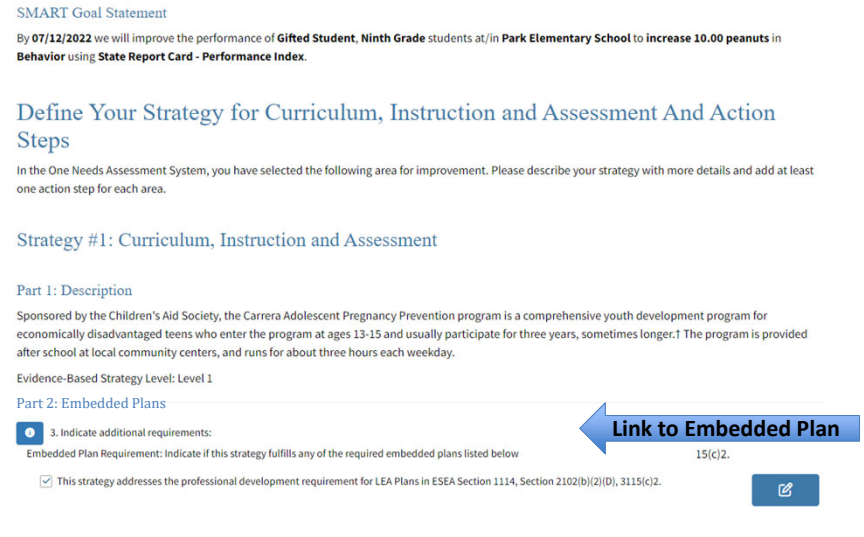
- **Strategy Title:** Pulled from One Needs Assessment Preplanning Tab.
- **Strategy Description:** Describe the activities and programs that will be implemented. In example the district had three different activities under College and Career Readiness.
- **Evidence-Based:** Select level of evidence based on activity or program in strategy description.
- **Embedded Plan:** Link strategy to embedded plan if addresses item for required plan.

Creating the Strategy



45

Creating the Strategy Review Page



46

Action Steps Describe Tasks Over Time

–Determine what activities need to continue.

–Consider the order of the activities that need to occur.

–Identify in what year each activity needs to begin.

–Estimate how much time is needed to complete each activity.

–Identify who will be responsible for carrying out the action.

–Select resources to support activities.

47

3 Years of Action Steps

- *College and Career Readiness Strategy:*
  - *Action Steps for Career Counseling.*
    - Hire a career counselor to implement a school to post-high school student career plans beginning in 8th grade. ***Year 1 to Year 3***
    - Adopt and implement a career assessment program to determine student strengths and interests. ***Year 1***
    - Develop community partners for career connections with area businesses and chamber of commerce and Ohio Means Jobs resources. ***Year 1 to Year 3***

48

Action Steps

- *College and Career Readiness Strategy:*
  - *Action Steps for Mentoring*
    - Develop mentoring program with 9th-10th grade students with community partners. Year **2 to 3**
    - Implement career field trip days for students in grades 8-10 based on student strength and interest surveys. Year **2-3**
  - **Work Experiences action steps** develop for beginning in Year 3
    - Apprenticeships
    - After school jobs
    - Field Experience Opportunities

Adding Fiscal Resources

Plan Your Resources

Step 1: Select the fiscal year that you want to edit and click the "Edit" icon.

Step 2: For each action step, select the funding sources that will support implementation of the action step.

Step 3: Select "save" at the bottom of the page.

Step 4: Once you've completed your first year, go to the second year and third year to select fiscal resources.

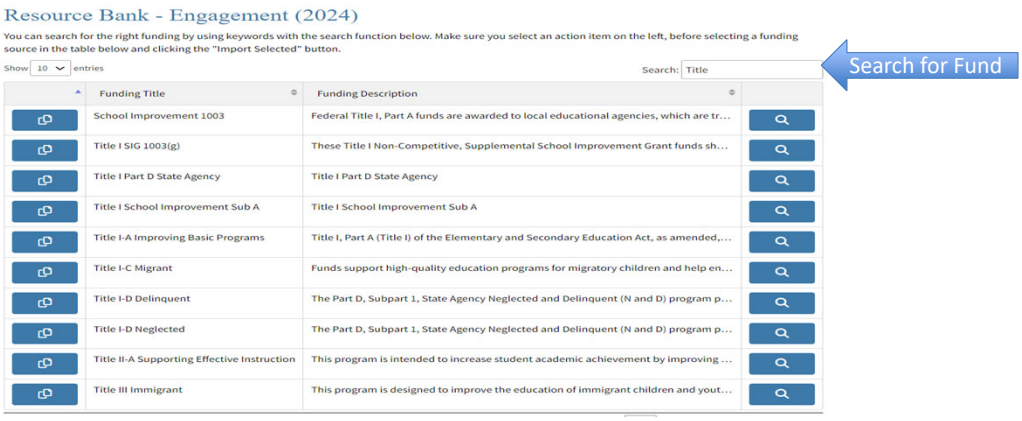
Step 5: Review fiscal resources for each year to assure each fund is linked to action steps.

	Plan Year	Selected Resources
	2024	General Fund; Alternative Education Challenge; Comprehensive Literacy State Development Subgrant



51

Adding Fiscal Resources



*Be sure to link all your active Consolidated Funds to at least one action step.

52



53

Recap of Steps

1. Smart Goal
2. Student Progress Measure
3. Strategies *Link Embedded Plans*
4. Action Steps
5. Adult Implementation Measure
6. Fiscal Resources

54

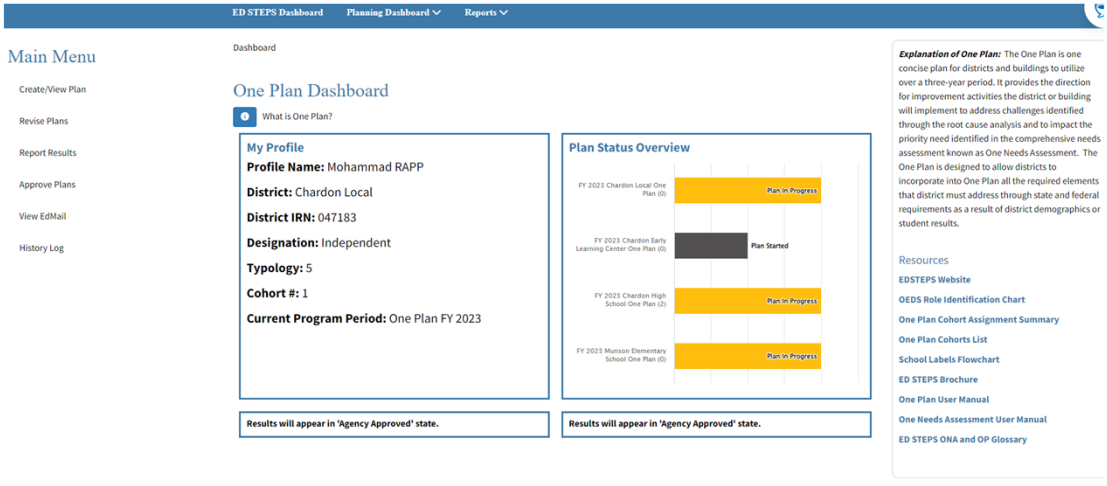
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Updates in One Plan

- SMART Goal Statements – Multiple Options
- Student and Adult Measures – Multiple Options
- Rubrics – Provide Criteria
- Embedded Plan Reports
- Action Steps Re-Organized
- Progress Monitoring Report

55

One Plan Dashboard



56

Slide 55

MS3 Consolidate
May, Scott, 1/5/2023

Rubrics Updated

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EDSTEPS

Office of Federal Programs – District/Community School Plan

What specific criteria is this office looking for in the plan? District completes a Consolidated Application for Federal Funds.

Criteria: District receives federal funds.	Does Not Meet Criteria	Meets Criteria	N/A
One Needs Assessment: Stakeholder Involvement ESEA Section 1112(a) (Questions 1-6 in Shared Leadership)			
District utilized a variety of stakeholders in the completion of the One Needs Assessment and One Plan. Parents were included in the stakeholder group.	☐	☐	☐
District used a variety of methods to gather input from stakeholders in the completion of the One Needs Assessment and One Plan.	☐	☐	☐
District has a system for communicating across all stakeholders to facilitate consultation with stakeholders and coordination with other programs such as IDEA, Perkins, Headstart, etc.	☐	☐	☐
Plan Provisions ESEA 1112(b)			
Plan addresses how the district will help children served under this part meet the challenging State academic standards.	☐	☐	☐
The plan describes how the LEA will monitor and review the implementation and effectiveness of the strategies and action steps in the plan.	☐	☐	☐

57

SMART Goal Statements

Define Your SMART Goal Statement

Step 1: Select SMART goal statement from pre-defined options listed below.

Step 2: Create SMART goal statement by filling out the required fields below.

Goal Title: Engagement

Root Cause Analysis

ED STEPS will enable districts to develop one comprehensive plan for student growth and leverage all its federal and other resources to fund that plan rather than creating programs based on available funding. This "funding the plan" rather than "planning to fund" approach is expected to better serve students and communities. This will make it easier for districts and schools to coordinate administrative planning with program planning and implementation.

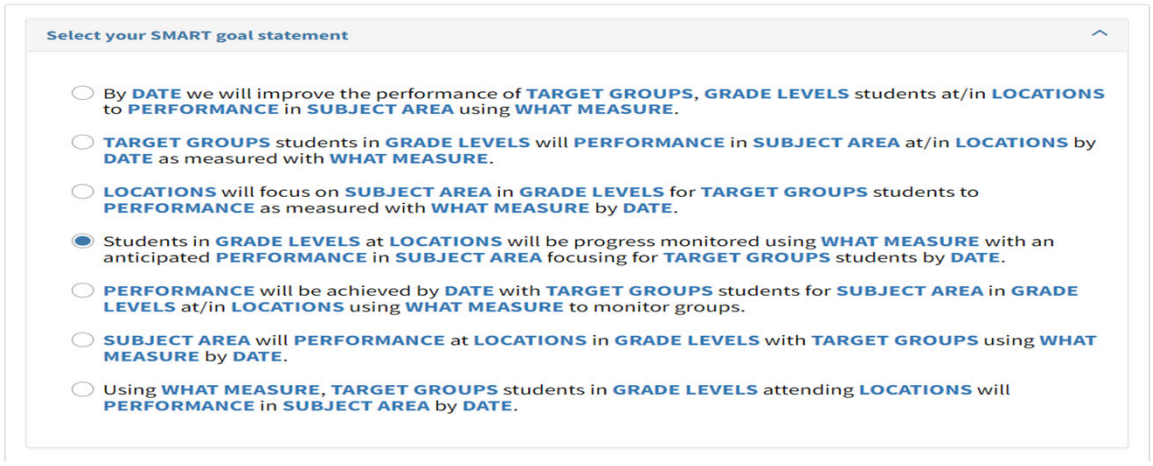
Select your SMART goal statement

- ○ By **DATE** we will improve the performance of **TARGET GROUPS, GRADE LEVELS** students at/in **LOCATIONS** to **PERFORMANCE** in **SUBJECT AREA** using **WHAT MEASURE.**
- ○ **TARGET GROUPS** students in **GRADE LEVELS** will **PERFORMANCE** in **SUBJECT AREA** at/in **LOCATIONS** by **DATE** as measured with **WHAT MEASURE.**
- ○ **LOCATIONS** will focus on **SUBJECT AREA** in **GRADE LEVELS** for **TARGET GROUPS** students to **PERFORMANCE** as measured with **WHAT MEASURE** by **DATE.**
- ◉ Students in **GRADE LEVELS** at **LOCATIONS** will be progress monitored using **WHAT MEASURE** with an anticipated **PERFORMANCE** in **SUBJECT AREA** focusing for **TARGET GROUPS** students by **DATE.**
- ○ **PERFORMANCE** will be achieved by **DATE** with **TARGET GROUPS** students for **SUBJECT AREA** in **GRADE LEVELS** at/in **LOCATIONS** using **WHAT MEASURE** to monitor groups.
- ○ **SUBJECT AREA** will **PERFORMANCE** at **LOCATIONS** in **GRADE LEVELS** with **TARGET GROUPS** using **WHAT MEASURE** by **DATE.**
- ○ Using **WHAT MEASURE, TARGET GROUPS** students in **GRADE LEVELS** attending **LOCATIONS** will **PERFORMANCE** in **SUBJECT AREA** by **DATE.**

Students in **Third Grade, Fifth Grade, Sixth Grade, Seventh Grade,** at **Chardon Early Learning Center** will be progress monitored using **State Report Card – Gap Closing** with an anticipated **increase 10 %** in **test** focusing for **All Students, Students with Disabilities, Homeless Students, English Language Learner** students by **07/13/2023.**

58

SMART Goal Statement Options



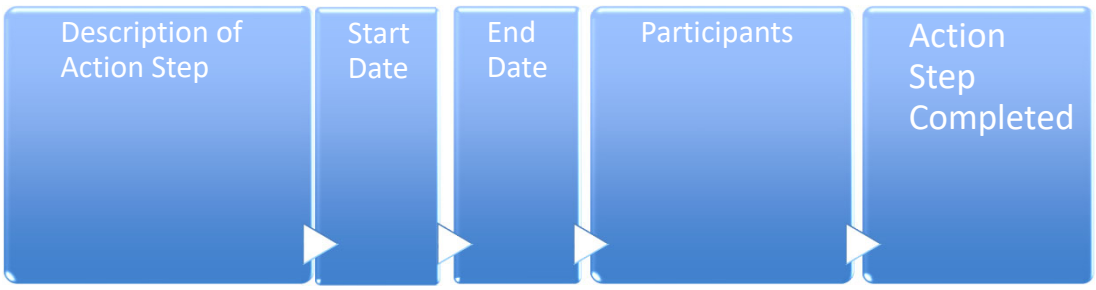
59

Student and Adult Measure Statements

- 1. Every **Time Period, What Measure** of **Target Group** will be monitored by **By Whom ,**with an annual improvement of **How Much Annually** resulting in an annual/overall improvement of **How Much Overall** by the end of the plan.
- 2. **What Measure** will be monitored each **Time Period** by **By Whom**, focusing on **Target Group** with an annual measure of **How Much Annually** and an annual/overall measure of **How Much Overall** by the end of the plan.
- 3. **Target Group** will be monitored for **What Measure** every **Time Period** by **By Whom** with an annual improvement of **How Much Annually** and an annual/overall improvement of **How Much Overall** by end of the plan.
- 4. **By Whom** will monitor **What Measure** for **Target Group** each **Time Period** resulting in an annual/overall improvement of **How Much Annually** and totaling **How Much Overall** by the end of the plan.
- 5. An annual improvement of **How Much Annually**, totaling **How Much Overall**, will be reached for **Target Group** in **What Measure** as reported by **By Whom** each **Time Period**.

60

Action Step Update



61

Rubrics

Educator Equity	Exceptional Children
ESEA Plan – District Plans	School Sponsorship
Title I School-Wide Plan	Whole Child Supports: Chronic Attendance
11 District Plan	English Learners
Intense Supports Districts	Reading Achievement Plan
Comprehensive Supports: District, Buildings, Schools	Early Learning
Math Supports	

62

Embedded Plans

- **Professional Development** – All Districts that receive federal funds
- **Parent Engagement** – All Districts and Schoolwide Buildings that receive Title I funding.
- **Educator Equity** – Districts that have gaps in Educator Equity.
- **Reading Achievement** – Comprehensive Support (Intense Districts and Buildings)
- **11 District Plan** – Identified districts
- **ADC Plan** – ADC districts

*****Identify if a strategy addresses a requirement for an embedded plan.***

63

Best Practices

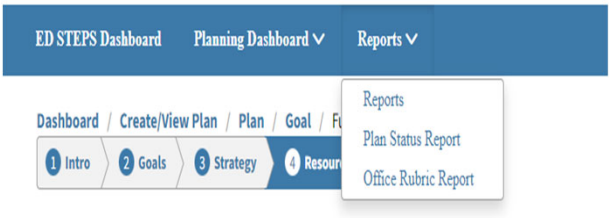
- Involve a variety of stakeholders.
- Parent input is a federal requirement.
- Plan for systemic changes applied over a period of time.
- Strategically think about current status and desired outcome.
- Align resources to fully implement plan.
- Everyone has a role in plan success.
- Use Data to Monitor

64

Power Bi Reports

Two reports currently available for districts

- –Plan Status Report
- –Office Rubric Report



- –Coming: Embedded Plans Report
- –Coming: Expanded Progress Reporting

65

Plan Revisions

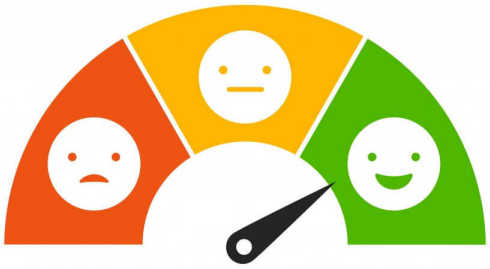
- Two ways depending on plan status:
  - –Plan is still "in-progress" and you want to revise a goal that was completed earlier.
  - –Plan has been approved by the agency and you want to make changes to the current plan.

***A district can start a revision to a plan when it is sitting in **Agency Approved** status.*

66

EDSTEPS

Resources



67

Resources and Guidance

- EDSTEPS Guidance
  - One Needs Assessment Website
  - One Needs Assessment User Manual
  - One Plan Website
  - One Plan User Manual

68

Questions



69