



# Preparing Your State Systemic Improvement Plan (SSIP) Phase III Report

FEBRUARY 6, 2017

Tamara Nimkoff

Debbie Shaver

Kim Schroeder

# During today's webinar, we will

- Discuss key considerations for the SSIP Phase III report and how states might use Office of Special Education Programs (OSEP) Phase III guidance documents.
- Learn from other states' experiences and approaches to addressing the Phase III report.
- Summarize how states can obtain additional support and technical assistance (TA) for preparing for their Phase III submission.

# Participant Objectives

- Gain knowledge of how to apply OSEP's guidance in developing the SSIP Phase III report.
- Learn how other states are approaching the completion of the Phase III report.
- Determine next steps for preparing your state's submission.

# Review of SSIP Phases

## Phase I: Analysis

- Data analysis
- Infrastructure analysis
- Selection of a State Identified Measurable Result(s) (SIMR)
- Determination of coherent improvement strategies
- Theory of action

(Reported April 2015)



## Phase II: Planning

- Multiyear plan
- Infrastructure development
- Support for early intervention services (EIS) programs/local education agencies (LEAs)
- Implementation of evidence-based practices
- Evaluation plan

(Reported April 2016)



## Phase III: Implementation and Evaluation

- Reporting on progress
- Implementation of SSIP activities
- Progress toward achieving outputs, short-term outcomes, and long-term outcomes
- Revisions to the SSIP and evaluation data to support decisions

(Due April 2017–2020)

# What questions do you have about the SSIP Phase III reporting requirements or process?

Type your questions in the Chat box.

# SSIP Phase III Year 1 Report

- April 3, 2017: First of several annual reports

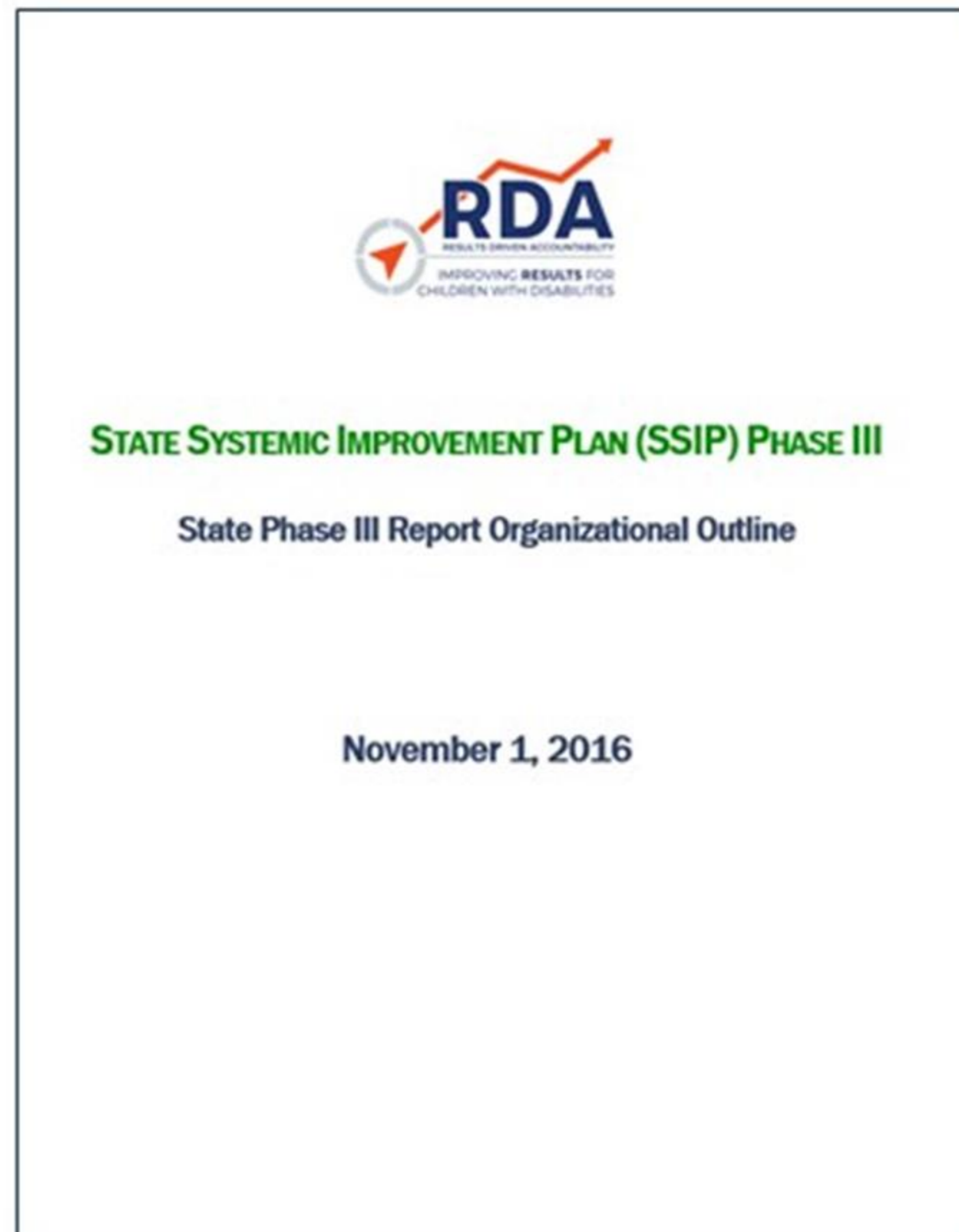


# Phase III Submission: An Evaluation Report

- What was implemented?
  - Extent to which implementation and evaluation activities occurred as aligned to theory of action
- What were the results?
  - Data used to assess progress and outcomes and to support changes to implementation activities and targeted outcomes
- How were stakeholders involved in implementing and assessing progress?

# OSEP Guidance Documents

## Report Organizational Outline



*Coming soon: Phase III Rubric Items (based on Report Outline)*



# OSEP Guidance Documents (cont.)

## Evaluation Plan Guidance

### SSIP Evaluation Plan Guidance Tool

This guidance tool can be useful to States to review and further develop their SSIP evaluation plan and prepare the first Phase III submission. The elements included in this tool are derived from OSEP's indicator measurement tables and Phase II review tool. The questions for consideration included for each element will assist States as they communicate the results of their SSIP implementation activities to stakeholders and organize the Phase III SSIP submission due to OSEP on April 3, 2017. Technical assistance (TA) and resources are available through OSEP-funded TA centers to support States with all aspects of the evaluation plan including implementation, data analysis and report-writing. States are encouraged to contact their OSEP state lead and request a SSIP-specific TA call for more information.

The links to the indicator measurement tables are:

Part B Indicator Table

<https://osep.grads360.org/services/PDCService.svc/GetPDCDocumentFile?fileid=4606>

Part C Indicator Table

<https://osep.grads360.org/#communities/pdc/documents/4604>

#### Evaluation Plan: Questions and Considerations for Phase III

##### Alignment with Phases I and II

- The State's evaluation plan is aligned to the theory of action and other components of the SSIP.*  
Questions for consideration:
  - How do the activities or strategies to be evaluated relate to the theory of action?
  - Why are these strategies/activities important for evaluating progress toward the SIMR?
  - What are critical benchmarks or decision-points for each outcome?
  - How do activities, outcomes and/or strategies relate to a component of a systems-framework?
- The evaluation plan includes short-term outcomes to measure implementation of the SSIP.*  
Questions for consideration:
  - Are short-term outcomes clearly explained to include the relationship to the theory of action, timeline for implementation and evaluation?
  - What decisions can be made once these outcomes are met?
  - What intermediate or long-term outcomes are contingent on the attainment of these short-term objectives/outcomes?
- The evaluation plan includes long-term outcomes to measure implementation of the SSIP.*  
Questions for consideration:
  - Are long-term outcomes clearly explained to include purpose, relationship to the theory of action, timeline for implementation and evaluation?
  - What decisions can be made once these outcomes are met?
  - How does achievement of long-term outcomes support sustainability of the SSIP?
  - How does achievement of the long-term outcomes support scale-up of the SSIP?
- The evaluation plan includes short-term outcomes to measure progress toward the SIMR.*  
Questions for consideration:
  - Are short-term outcomes associated with an evidence-based practice that supports the SIMR focus?

# OSEP Guidance Documents (cont.)

## SSIP FAQs

### State Systemic Improvement Plan (SSIP) Frequently Asked Questions (FAQs) for Indicators B-17 and C-11 January 9, 2017

#### Revisions to the Phase II Submission

1. **Question:** *How did the Office of Special Education Programs (OSEP) review States' Phase II submissions?*

**Answer:** The Performance Accountability Implementation Team developed a review tool to promote consistency for scope and content across the reviewers. The review tool was based on the measurement language for the B17/C11 indicator and drew from guidance and technical assistance documents provided by OSEP and the TA centers. The PAIT reviewer completed the tool and discussed with the State lead any questions or considerations for follow-up with the State.

2. **Question:** *Are States required to make changes to the Phase II SSIP if OSEP identifies areas of weakness or gaps?*

**Answer:** States are not required to resubmit the Phase II SSIP based on OSEP's feedback. However, States are strongly encouraged to incorporate updated information into their Phase III submissions to address weaknesses or gaps that were identified through OSEP's Phase II review. States are also strongly encouraged to utilize the technical assistance resources available as they implement their SSIPs.

3. **Question:** *When should a State provide Phase II updates and revisions to OSEP?*

**Answer:** States cannot formally share Phase II updates with OSEP via GRADS until the time of their Phase III submissions due on April 3, 2017. However, States are free to update or revise their Phase II SSIPs at any time and post the updated documents to their States' websites. In those circumstances, States are encouraged to notify their OSEP State lead of posting. All updates or revisions made to Phase II should be summarized and justified with a supporting rationale and included in the Phase III submission.

4. **Question:** *What are the implications for States that submit a Phase II SSIP that is missing elements?*

**Answer:** The SSIP is an area for designations under OSEP's Differentiated Monitoring and Support (DMS) process. Information from OSEP's review of each State's Phase II SSIP submission was included for consideration in a State's designation for universal, targeted, or intensive engagement. States that submitted inadequately developed Phase II plans were identified as needing targeted or intensive support.

#### Guidance for Phase III

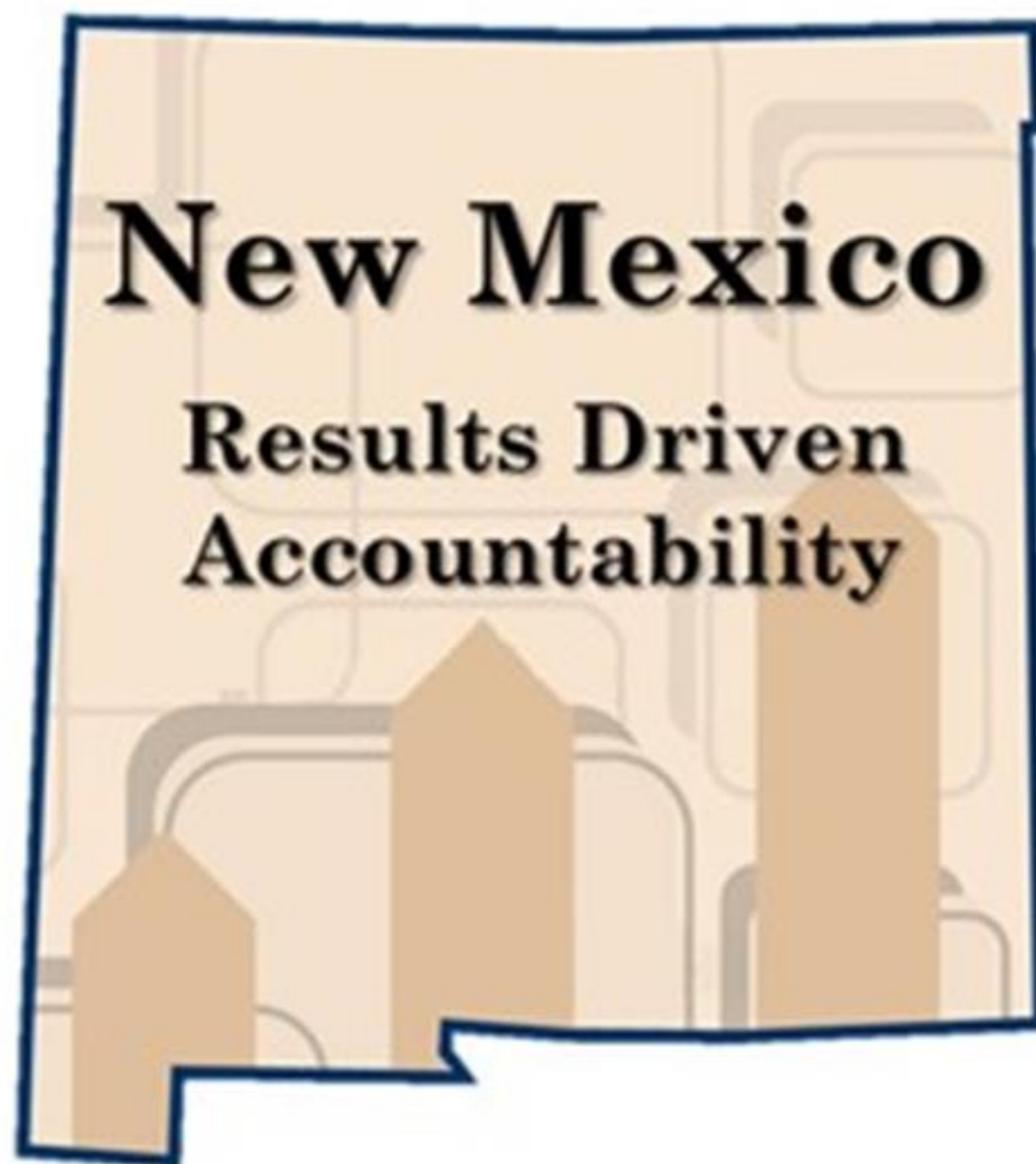
5. **Question:** *Following the initial feedback call, are there specific expectations for follow-up calls and OSEP support between now and when Phase III submissions are due?*

# A Closer Look at the Report Organizational Outline

- Can serve as a template to guide documentation and trigger discussion
- Major sections:
  - A. Summary of Phase III
  - B. Progress in implementing the SSIP
  - C. Data on implementation and outcomes
  - D. Data quality issues
  - E. Progress toward achieving intended improvements
  - F. Plans for next year

# Two States' Approaches to Completion of the Phase III Submission

- New Mexico Part B
- Montana Part C



# Questions?

- What questions do you have about the SSIP evaluation or Phase III reporting requirements or process?

Type your questions in the Chat box.

# What ideas can you share?

- What steps will you be taking next?
- What tips for documenting Phase III do you have for other states?

Type your ideas in the Chat box.

# Some Summary Tips

- Consider using OSEP's *State Phase III Report Organizational Outline* to form your report.
- Use the documentation process as an opportunity to discuss and learn as a team.
- Build in time for report review and feedback by stakeholders and TA providers.
- Consider how Phase III submission (or parts of it) can also be used to tell the SSIP story within your state.
- When in doubt about what to include, contact your OSEP State Lead!

# For More Information

**IDC** Visit the IDC website

<http://ideadata.org/>



**Follow us on Twitter**

<https://twitter.com/ideadatacenter>



**LinkedIn**

<https://www.linkedin.com/company/ideadata-center>



The contents of this presentation were developed under a grant from the U.S. Department of Education, #H373Y130002. However, the contents do not necessarily represent the policy of the U.S. Department of Education, and you should not assume endorsement by the federal government.

Project Officers: Richelle Davis and Meredith Miceli

