

Public School Unit (PSU) CSI / TSI Support Plan Sample

PSU Name:	
PSU Number:	
School Year:	
Completed by and Title:	

This Support Plan outlines the developed processes for PSUs to meet CSI/TSI support expectations, monitor progress, and ensure compliance with federal and state accountability requirements.

Task(s):	Identification, Data Dive, & Needs Assessment	Progress Monitor:	<i>Who is Responsible?</i>
Timeline (may need to include progress monitoring dates)			
Start Date:		End Date:	
Process Details:		Resources needed:	
<p><i>Describe the process to communicate each school's CSI/TSI designation, including timing, responsible staff, and methods used (e.g., meetings, written notice).</i></p> <p><i>What is the process for helping the schools understand their designation?</i></p> <p><i>Describe the process for reviewing accountability data, subgroup performance, needs assessments, and Resource Allocation Review (RAR) alignment.</i></p> <p><i>Describe the process for engaging in a needs assessment that identifies trends and needs.</i></p>		<p><i>What resources are needed?</i></p> <p><i>Accountability data,</i></p> <p><i>Identification and Exit Criteria,</i></p> <p><i>Previous year's RAR,</i></p> <p><i>FAM-S, or Needs Assessment</i></p>	
Submission Requirements:	<p><i>Does the product need to be submitted? Deadline?</i></p> <p><i>Where?</i></p>	Data Storage:	<p><i>Once submitted, where will the PSU store the product in the event of a monitoring visit?</i></p>
Notes:			
<i>Any further notes for reflection and improvement.</i>			

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Task(s):	Parent Notification Letter	Progress Monitor:	<i>Who is Responsible?</i>
Timeline (may need to include progress monitoring dates)			
Start Date:		End Date:	
Process Details:		Resources needed:	
<i>Describe the process for communicating letter expectations (content, format, delivery).</i>		<i>What resources are needed?</i> Sample Parent Letters	
Submission Requirements:	<i>Does the product need to be submitted? Deadline? Where?</i>	Data Storage:	<i>Once submitted, where will the PSU store the product in the event of a monitoring visit?</i>
Notes:			
<i>Any further notes for reflection and improvement.</i>			

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Task(s):	Stakeholder Engagement	Progress Monitor:	<i>Who is Responsible?</i>
Timeline (may need to include progress monitoring dates)			
Start Date:		End Date:	
Process Details:		Resources needed:	
<i>Describe the process for engaging stakeholders (who is represented, how gaps are addressed, how are they engaged).</i>		<i>What resources are needed?</i>	
Submission Requirements:	<i>Does the product need to be submitted? Deadline? Where?</i>	Data Storage:	<i>Once submitted, where will the PSU store the product in the event of a monitoring visit?</i>
Notes:			
<i>Any further notes for reflection and improvement.</i>			

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Task(s):	Comprehensive Improvement Plan (CIP), NCStar, and Final PSU NCStar Feedback Form	Progress Monitor:	<i>Who is Responsible?</i>
Timeline (may need to include progress monitoring dates)			
Start Date:		End Date:	
Process Details:		Resources needed:	
<i>Describe the process for guiding schools in the development of the CIP to reflect required indicators in NCStar.</i> <i>Describe the process for monitoring monthly School Improvement Team Meeting agendas and minutes, and for providing monthly feedback on required indicators.</i> <i>Describe the process in guiding alignment of Evidence Based Interventions Levels to interventions included in the CIP.</i> <i>Describe the process for monitoring the submission of the School SIP in the fall and in the spring.</i>		<i>What resources are needed?</i>	
Submission Requirements:	<i>Does the product need to be submitted? Deadline?</i> <i>Where?</i>	Data Storage:	<i>Once submitted, where will the PSU store the product in the event of a monitoring visit?</i>
Notes:			
<i>Any further notes for reflection and improvement.</i>			

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Task(s):	Resource Allocation Review (CNA) and Budget Alignment	Progress Monitor:	<i>Who is Responsible?</i>
Timeline (may need to include progress monitoring dates)			
Start Date:		End Date:	
Process Details:		Resources needed:	
<p><i>Describe the process for leading schools to complete the RAR, while allowing the PSU time to review the school RARs in completing the PSU Summary RAR.</i></p> <p><i>Describe the process for facilitating the alignment of the RAR to the budget at the school level and within the PSU.</i></p>		<p><i>What resources are needed?</i></p>	
Submission Requirements:	<p><i>Does the product need to be submitted? Deadline?</i></p> <p><i>Where?</i></p>	Data Storage:	<p><i>Once submitted, where will the PSU store the product in the event of a monitoring visit?</i></p>
Notes:			
<i>Any further notes for reflection and improvement.</i>			

Public School Unit (PSU) CSI / TSI Support Plan

Sample

Task(s):	School CSI Plan	Progress Monitor:	<i>Who is Responsible?</i>
Timeline (may need to include progress monitoring dates)			
Start Date:		End Date:	
Process Details:		Resources needed:	
<i>Describe the process for creating CSI plans.</i>		<i>What resources are needed?</i>	
Submission Requirements:	<i>Does the product need to be submitted? Deadline? Where?</i>	Data Storage:	<i>Once submitted, where will the PSU store the product in the event of a monitoring visit?</i>
Notes:			
<i>Any further notes for reflection and improvement.</i>			