

ATTACHMENT E

Information on the Diagnostic Tool for School and District Effectiveness (DTSDE) Reviews and Requirements for Newly Identified Focus Districts

Commissioner's Regulations 100.18 require that all Priority and Focus Schools participate in a diagnostic review of quality indicators in a format and using the content prescribed by the Commissioner. The reviews are expected to inform subsequent School Comprehensive Education Plans (SCEPs) and District Comprehensive Improvement Plans (DCIPs). The Diagnostic Tool for School and District Effectiveness (DTSDE) review evaluates school and district performance in relation to six tenets: district leadership and capacity; school leader practices and decisions; curriculum development and support; teacher practices and decisions; student social and emotional developmental health; and family and community engagement. For more information on the DTSDE rubric and process, please visit <http://www.p12.nysed.gov/accountability/diagnostic-tool-institute/DTSDEInstitute.html>.

The New York State Education Department (NYSED) will organize an Integrated Intervention Team (IIT) to conduct DTSDE reviews at a select number of Priority and Focus Schools during a given year. The IIT reviews fulfill the requirement of receiving an annual diagnostic review. All schools not visited by the IIT are expected to receive DTSDE reviews overseen by the District. The expectations for districts in specific situations are stated below.

DTSDE Reviews

Newly Identified Focus Districts with Priority or Focus Schools

All Priority and Focus Schools are required to receive a DTSDE review in the 2015-16 school year. This requirement can be fulfilled one of three ways:

1. A NYSED-led IIT review
2. A DTSDE review of three or more tenets led by an Outside Educational Expert (OEE) with a District Lead Credential
3. A District-supervised completed DTSDE School Self-Reflection

In most instances, newly identified Focus and Priority Schools in newly identified districts will be reviewed by the state. Districts will be notified of their review dates in the upcoming weeks.

Newly Identified Focus Districts with No Priority or Focus Schools

In some instances, Focus Districts have been identified that do not have any schools identified as Priority or Focus in the district. These districts will still be expected to complete an annual District Comprehensive Improvement Plan (DCIP). To assist in the preparation of the DCIP, Focus Districts with no identified schools are expected to have a minimum of one school in the district complete the DTSDE School Self-Reflection. The DCIP that is developed for the next school year should be based on the DTSDE Self-Reflections completed by the schools in the district.

DTSDE Training Expectations

All Newly Identified Focus Districts with Priority or Focus Schools must identify **one person who will serve as the District Representative** on the NYSED-led IIT reviews in the

district in the 2015-16 school year. That individual will be expected to attend the Focus District Institute for new District Representatives on March 10-11 in Albany. Specific registration information will be distributed shortly.

Newly Identified Focus Districts with two or more Focus or Priority Schools will be required to have a representative attend a DTSDE Training Review during the 2015-16 school year **or** the 2016-17 school year. Those interested in registering for a Training Review in 2015-16 can do so at: <http://goo.gl/forms/djohsEYJ1Q>

New Outside Educational Experts from Newly Identified Focus Districts

Focus Districts have the option of having a District-supplied Outside Educational Expert (OEE) serve on IIT reviews. Newly Identified Focus Districts that would like to use an Outside Educational Expert who has not previously been approved by NYSED must direct the Outside Educational Expert to fulfill the following requirements:

1. Submit a completed OEE application as soon as possible. Applications are available at: <http://www.p12.nysed.gov/accountability/diagnostic-tool-institute/2015-16NYSEDOEEApplication.docx>
2. Register and attend a DTSDE Training Review during the 15-16 school year. Registration is available at: <http://goo.gl/forms/djohsEYJ1Q>
3. Register and attend the March Focus District Institute for Newly Identified Districts on March 10-11 in Albany. Registration information will be available shortly. **Please note, registration will not be approved for OEEs who have not registered for a Training Review.*

Outside Educational Experts who have previously been approved by NYSED for 2015-16 will not need to attend the March Focus District Institute.

Summary

In summary, all Focus and Priority Schools identified on the New Focus District list must receive some version of a DTSDE review during the 2015-16 school year. The type of review required may vary based on the identification history of the school. Please use the guidance above to determine what is expected of the Focus and Priority Schools in your district.

Should you have any questions about the DTSDE review expectations, please do not hesitate to contact the School and District Review Team at DTSDEreviews@mail.nysed.gov and a designated staff will respond to the query as expeditiously as possible. We look forward to our work together to support the Priority and Focus Schools in your district.