



CALIFORNIA
DEPARTMENT OF
EDUCATION

TOM TORLAKSON
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION

February 26, 2013

Dear County and District Superintendents and Charter School Administrators:

**NOTIFICATION OF UPDATED SINGLE PLAN FOR STUDENT
ACHIEVEMENT GUIDE, TEMPLATE, AND RESOURCE INDEX**

The California State Board of Education (SBE) and the California Department of Education (CDE) have become increasingly concerned about the unrealistic achievement expectations, labeling, and programmatic burdens put on districts and schools by the Elementary and Secondary Education Act (ESEA). Additionally, as a result of recently signed legislation, the SBE and the CDE will be reexamining California's system of public school accountability, the goals for its public schools, and the most appropriate methods to measure progress towards those goals.

However, in the absence of any reauthorization of the ESEA, California is obligated to follow current laws and regulations to ensure continued access to Title I funding. The CDE desires to provide maximum allowable flexibility to districts and schools in assessing local needs to improve the academic achievement of students under current federal and state law. School accountability has entered a state of transition, with many forces at play. Proposed legislation (e.g., the local control funding formula) is likely to further influence California's accountability system, resulting in changes to current accountability templates and assessment tools. Therefore, the purpose of this letter is to inform Local Educational Agencies of the latest update to one of the state program accountability tools, the Single Plan for Student Achievement (SPSA). As you know, the SPSA is a blueprint that describes planned strategies and action steps a school will take to improve the academic performance of all students. The SPSA is reviewed annually and updated to reflect any necessary modifications to local goals and strategies designed to improve student academic achievement.

The 2013 SPSA Guide, Template, and Resource Index, which replaces the 2010 SPSA Guide and Template, features:

- A newly-designed form for school-level goals (Form A)
- A new planning tool in Microsoft Excel to help schools organize and align their categorical budgets to the plan's strategies and action steps (Form F)
- An expanded discussion of the SPSA evaluation process (Form G)

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The 2013 SPSA Guide, Template, and Resource Index can be accessed on the CDE Single Plan for Student Achievement Web page at <http://www.cde.ca.gov/nclb/sr/le/singleplan.asp>.

If you have any questions regarding this subject, please contact Clement Mok, Education Programs Consultant, District Innovation and Improvement Office, by phone at 916-319-0940 or by e-mail at cmok@cde.ca.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Deborah V.H. Sigman". The signature is fluid and cursive, with a long horizontal stroke at the end.

Deborah V.H. Sigman, Deputy Superintendent
District, School, and Innovation Branch

CS:cm

Single Plan for Student Achievement

Information to help schools improve student academic performance.

Academic achievement of students is the top priority of the education system in California. California *Education Code* sections 41507, 41572, and 64001 and the federal Elementary and Secondary Education Act (ESEA) require each school to consolidate all school plans for programs funded through the School and Library Improvement Block Grant, the Pupil Retention Block Grant, the Consolidated Application, and ESEA Program Improvement into the Single Plan for Student Achievement.

The Department has developed a planning guide, template, and resource index to meet the content requirements for these programs. Use of these documents is entirely voluntary. School districts are invited to review the guide, template, and resource index, which were developed by a committee of school, district, and county office of education practitioners, and Department staff. The guide provides instructions for a continuous development, implementation, and monitoring cycle. Use of the template requires collection and analysis of student performance data, setting priorities for program improvements, rigorous use of effective solution strategies, and ongoing monitoring of results. Together the guide, template, and resource index provide a structured means to improve student academic performance.

[SPSA Part I: A Guide for Developing the Single Plan for Student Achievement](#) (DOC; **New Feb-2013**)

[SPSA Part II: The Single Plan for Student Achievement Template](#) (DOC; **New Feb-2013**)

[SPSA Part III: Resource Index](#) (DOC; **New Feb-2013**)

[SPSA Form F: Budget Planning Tool](#) (XLS; **New Feb-2013**)

The SPSA Budget Planning Tool is simple to use, flexible, and informative. It has been designed to assist the School Site Council with projecting the estimated expenditures of their SPSA goals against the school's allocations from the Consolidated Application.

[SPSA Form F: Budget Planning Tool SAMPLE Form A](#) (XLS; **New Feb-2013**)

This is a sample that demonstrates what a budgeted SPSA goal might look like in the Budget Planning Tool. This sample utilizes the information from the Sample Form A on pages 2-3 of the SPSA Template.

Questions: Clement Mok | cmok@cde.ca.gov | 916-319-0940

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Last Reviewed: Thursday, February 21, 2013

2013 Single Plan for Student Achievement

Part I: A Guide for Developing the Single Plan for Student Achievement



A Resource for the School Site Council

2013 Single Plan for Student Achievement

Part II: The Single Plan for Student Achievement Template



A Resource for the School Site Council

2013 Single Plan for Student Achievement

Part III: Resource Index



A Resource for the School Site Council