

Central Area 2015-2016 SIT Chair Calendar

2014-2016 SIP Cycle



	<h2>July-August</h2> <ul style="list-style-type: none"> <input type="checkbox"/> Elect any new SIT members and update membership online <input type="checkbox"/> Meet with SIT to plan meetings and identify meeting times <input type="checkbox"/> Share SIT meeting dates with all stakeholders <input type="checkbox"/> Identify SIP champions (i.e. goal managers and key process managers) and update them in your plan <input type="checkbox"/> Review/Revise SIP per new legislation <input type="checkbox"/> Submit SIT meeting and quarterly review dates to Special Assistant (Year Round / Modified) <input type="checkbox"/> Vote on necessary changes needed to the SIP and update online by August 31 (Year Round / Modified) 	<h2>September</h2> <ul style="list-style-type: none"> <input type="checkbox"/> Establish monitoring systems and structures for SIP implementation <input type="checkbox"/> Monitor and support committee/task force meetings <input type="checkbox"/> Facilitate SIT meeting through inquiry-based data analysis <input type="checkbox"/> Attend Regional SIT Chair Meeting Thursday - 9/24/15 Carnegie MS, 3-5PM (All ES, MS, and HS) <input type="checkbox"/> Submit SIT meeting and quarterly review dates to Special Assistant (Traditional) <input type="checkbox"/> Make necessary changes to Intervention Matrix and update online by September 30 (Traditional)
<h2>October</h2> <ul style="list-style-type: none"> <input type="checkbox"/> Monitor and support committee/task force meetings <input type="checkbox"/> Facilitate the analysis-and response to measurable process check data <input type="checkbox"/> Facilitate SIT meeting through inquiry-based data analysis <input type="checkbox"/> Share data findings with all stakeholders <input type="checkbox"/> Communicate and celebrate progress of the SIP to the staff <input type="checkbox"/> *New SIT Chair Meeting – optional (October 20, 2015) – Crossroads I Training Room #2003 	<h2>November</h2> <ul style="list-style-type: none"> <input type="checkbox"/> Facilitate SIP quarterly review – upload documents to google drive <input type="checkbox"/> Share data findings with all stakeholders <input type="checkbox"/> Monitor and support committee/task force meetings <input type="checkbox"/> Facilitate the analysis-and response to measurable process check data <input type="checkbox"/> Communicate and celebrate progress of the SIP to the staff <input type="checkbox"/> Attend Regional SIT Chair Meeting Thursday - 11/19/15 Carnegie MS, 3-5PM (All ES, MS, and HS) 	<h2>December</h2> <ul style="list-style-type: none"> <input type="checkbox"/> Facilitate SIT meeting through inquiry-based data analysis <input type="checkbox"/> Share data findings with all stakeholders <input type="checkbox"/> Monitor and support committee/task force meetings <input type="checkbox"/> Facilitate the analysis-and response to measurable process check data <input type="checkbox"/> Communicate and celebrate progress of the SIP to the staff
<h2>January</h2> <ul style="list-style-type: none"> <input type="checkbox"/> Facilitate SIT meeting through inquiry-based data analysis <input type="checkbox"/> Share data findings with all stakeholders <input type="checkbox"/> Monitor and support committee/task force meetings <input type="checkbox"/> Facilitate the analysis-and response to measurable process check data <input type="checkbox"/> Communicate and celebrate progress of the SIP to the staff <input type="checkbox"/> *New SIT Chair Meeting – optional (January 12, 2016) Crossroads I – Magnet Resource Room 1800 	<h2>February</h2> <ul style="list-style-type: none"> <input type="checkbox"/> Facilitate SIP quarterly review – upload documents to google drive <input type="checkbox"/> Share data findings with all stakeholders <input type="checkbox"/> Monitor and support committee/task force meetings <input type="checkbox"/> Facilitate the analysis-and response to measurable process check data <input type="checkbox"/> Communicate and celebrate progress of the SIP to the staff <input type="checkbox"/> Begin rewrite process for 2016-2018 SIP cycle <input type="checkbox"/> Attend Regional SIT Chair Meeting Thursday - 2/18/16 Carnegie MS, 3-5PM (ES ONLY, MS and HS - TBD) 	<h2>March</h2> <ul style="list-style-type: none"> <input type="checkbox"/> Facilitate SIT meeting through inquiry-based data analysis <input type="checkbox"/> Share data findings with all stakeholders <input type="checkbox"/> Monitor and support committee/task force meetings <input type="checkbox"/> Facilitate the analysis-and response to measurable process check data <input type="checkbox"/> Communicate and celebrate progress of the SIP to the staff <input type="checkbox"/> Submit any new waivers by March 16
<h2>April</h2> <ul style="list-style-type: none"> <input type="checkbox"/> Facilitate SIP quarterly review– upload documents to google drive <input type="checkbox"/> Share data findings with all stakeholders <input type="checkbox"/> Monitor and support committee/task force meetings <input type="checkbox"/> Facilitate the analysis-and response to measurable process check data <input type="checkbox"/> Communicate and celebrate progress of the SIP to the staff <input type="checkbox"/> Attend Regional SIT Chair Meeting Wednesday - 4/20/16 Carnegie MS, 3-5PM (ES, MS and HS) <input type="checkbox"/> Update all components of 2016-2018 SIP online by April 29 	<h2>May</h2> <ul style="list-style-type: none"> <input type="checkbox"/> Facilitate SIT meeting through inquiry-based data analysis <input type="checkbox"/> Share data findings with all stakeholders <input type="checkbox"/> Monitor and support committee/task force meetings <input type="checkbox"/> Facilitate the analysis-and response to measurable process check data <input type="checkbox"/> Communicate and celebrate progress of the SIP to the staff 	<h2>June</h2> <ul style="list-style-type: none"> <input type="checkbox"/> Facilitate End-of-Year quarterly review – upload documents to google drive <input type="checkbox"/> Share data findings with all stakeholders <input type="checkbox"/> Monitor and support committee/task force meetings <input type="checkbox"/> Facilitate the analysis-and response to measurable process check data <input type="checkbox"/> Celebrate progress of SIP with stakeholders <input type="checkbox"/> Schedule SIP Process Evaluation/Year End Review with Special Assistant

*Scheduling for optional sessions ongoing throughout the year
From the Office of the Special Assistants to the Area Superintendents
July/August 2015