

# Continuous Improvement Plan Instructions

## Completing the Plan


District and school Continuous Improvement Plans provide a template for structuring goal-setting conversations around ORIS Needs Assessment data. Templates for these plans can be [found at this webpage](#) under the *Planning* section.

Use the examples and instructions provided in the template for your team to write long-term district/school goals, providing quantitative metrics to describe expected progress. Then, in the *Initiative Alignment to Support District/School Goals* section, examine your district's/school's current initiatives to determine if and how each one furthers the goals your team has set.

Expand on the goal setting and action planning process by completing the *Annual Evidence Based Strategies, Measures and Actions* section for each goal your team has chosen by creating a theory of action, noting measures of evidence, indicating concrete action steps with parties responsible and specific due dates, and determine which ORIS domains the goal supports.

## Uploading Results

Once the Continuous Improvement Plan is completed, login to [www.orspdgdata.net](http://www.orspdgdata.net). In your portfolio, select *Review My District* under *Related District*.



HOME || Timeline || Tools || Webinars || My Portfolio

### Oregon SPDG Data Portal

#### My Portfolio

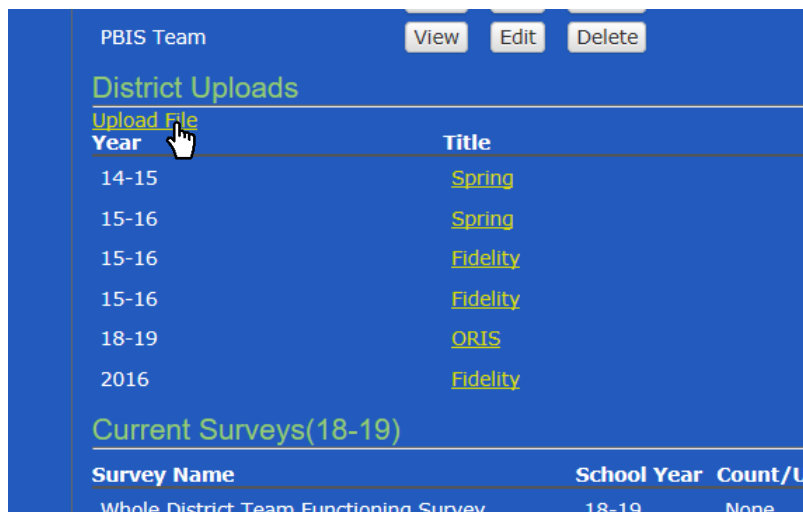
Amy Gaumer Erickson

|                |                            |
|----------------|----------------------------|
| Username       | agaumer@ku.edu             |
| Password       | XXXXXX                     |
| Job Title      | Evaluator                  |
| To Edit Above: | <a href="#">Click Here</a> |

#### Related District

District: KU Example (#6666) [[Review My District](#)]

Scroll down to the *District Uploads* section and select *Upload File*.



PBIS Team [View](#) [Edit](#) [Delete](#)

### District Uploads

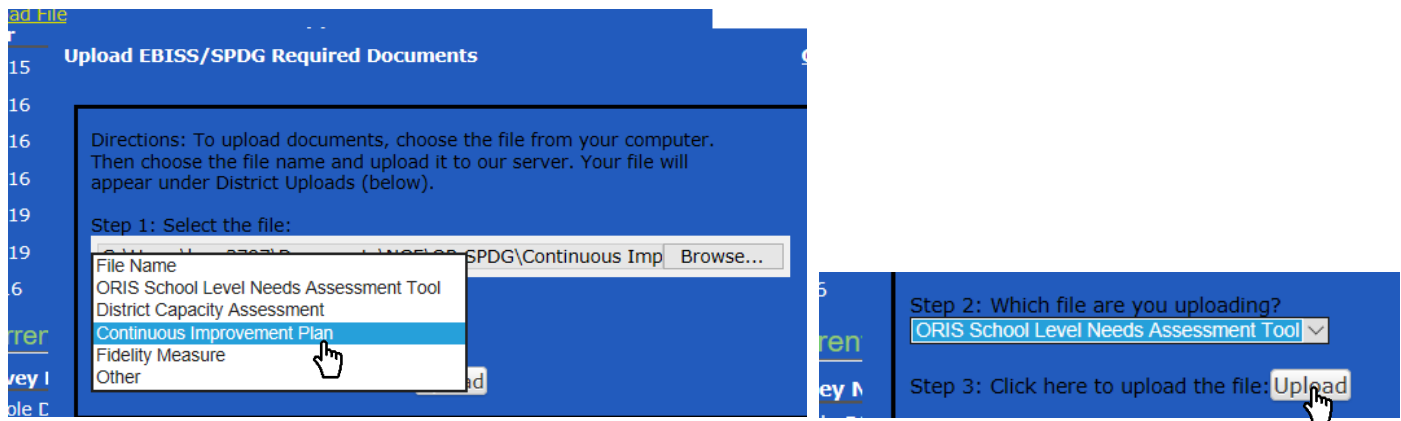
[Upload File](#)

| Year  | Title                    |
|-------|--------------------------|
| 14-15 | <a href="#">Spring</a>   |
| 15-16 | <a href="#">Spring</a>   |
| 15-16 | <a href="#">Fidelity</a> |
| 15-16 | <a href="#">Fidelity</a> |
| 18-19 | <a href="#">ORIS</a>     |
| 2016  | <a href="#">Fidelity</a> |

### Current Surveys(18-19)

| Survey Name                            | School Year | Count/U |
|--|-------------|---------|
| Whole District Team Functioning Survey | 18-19       | None    |

In the new window, select *Browse...* to locate and upload your Continuous Improvement Plan. Then, select the type of measure you're uploading from the dropdown menu in Step 2 and click *Upload*.



Your Continuous Improvement Plan results are now archived on the site for later review/revision by site users associated with your district/school.