

## Education Quality Coordinator Supports for SUs/SDs/Schools

*This document is designed to provide you quick access to technical assistance that can be provided by your Education Quality Coordinator and resources.*

### Support for Comprehensive Needs Assessment (CNA)

Access the below resources or reach out to your [Education Quality Coordinator](#)

**Vision work** – What we want to see in the CIP - Pg. 7 of [CNA Toolkit](#)

**Broad Areas of Focus** – What do we include here? Support with processes to provide the information you need to complete this step in the process – Pg. 22 of [CNA Toolkit](#)

**Problems of Practice** – Pg. 23 of [CNA Toolkit](#)

**Root Cause** – What do we include here? Fishbones, 5 Why’s, and other cause and effect resources – Pg. 25 of [CNA Toolkit](#)

**Theory of Improvement** – What do we include here? Driver diagram resources – Pg. 34 of [CNA Toolkit](#)

**Support on how to best complete a CNA at the systems and/or school level** – Guidance on all of the above. Is it okay if we use another comprehensive needs assessment process?

**Part 1 of the Data Inventory and Analysis Tool** – Overview of the purpose, how to complete the tool – Pg. 11 of [CNA Toolkit](#)

### Supports for Continuous Improvement Plans (CIPs)

Access the below resources or reach out to your [Education Quality Coordinator](#)

**Understanding of the purpose and requirements of CIPs** – Overview of the purpose, requirements, strategies to support making the CIP an ongoing tool in your improvement efforts, support writing specific sections of your plans you may be struggling with

**Continuous Improvement** – Overview, resources - [Education Quality and Continuous Improvement Framework](#)

**SMART Goals** – Resources, exemplars – Pg. 9 of [PDSA Toolkit](#)

**Change Ideas** – Overview of what they are and what we are looking for in CIPs, exemplars – Pg. 9 of [PDSA Toolkit](#)

**Measuring impact** – Overview of what we are looking for in CIPs, exemplars – Pg. 11 of [PDSA Toolkit](#)

**PDSA cycles** – Overview of PDSAs, exemplars, expectation of using PDSAs to drive implementation and improvement, how to apply PDSAs to remote learning work you are implementing - [PDSA Toolkit](#)

## Supports for Title One School Improvement Funding

Access the below resources or reach out to your [Education Quality Coordinator](#)

**Monitoring** – Tutorial on the monitoring process and how to complete Monitoring 1 or 2 (end of year monitoring), why monitoring is required, relationship to Vermont’s ESSA plan

**Allowable Activities** – Overview, guidance on possible investments, researching investments

**Levels of Evidence** - Introductions to tools used to support this work

**Investment Worksheets** – How to complete, the submission process, researching investments that align with your root cause and other needs during this time

**Amendments** – How to complete, the submission process, deadlines, researching investments

**Investments** – Research all of the investments you’re implementing and recommend additional investments that support or align with current investments, review needs assessment and research promising practices aligned with need

## Other

Access the below resources or reach out to your [Education Quality Coordinator](#)

**Grants Management System (GMS) Tutoring** – How to navigate through the Title One SI application, Monitoring, and CIP sections

**IFR tutorials** – IFR overview, visit dates, supporting you to understand your report and how you can use it in your improvement efforts