KESA: Full Five-Year Process

### Year One
**ASSESSMENT OF BUILDING AND DISTRICT/SYSTEM NEEDS, GOAL AREAS**
- Conduct/review building needs assessment.
- Conduct district/system needs assessment; select goal areas (1 or 2 "R" areas). Submit Initial Report at end of year.

**LEADERSHIP GOALS / ACTION PLANS**
- Review needs assessment and associated data/evidence. Approve goal area selection.
- Chair on site, others virtual. Review needs assessment, goal area selection.

**FINAL REPORT SUBMISSIONS**
- Guidance/support; OVT training; collect Initial Report submissions; provide ARC with appropriate info.
- Act on any changes in accreditation status brought forth by ARC.

### Year Two
**BUILDING GOALS / ACTION PLANS, LEADERSHIP GOALS / ACTION PLANS**
- Determine 2-3 building goals w/ action plan for each. Report progress to BSC & DLT.
- Review and approve building goals/plans. Submit 2-3 leadership goals w/ action plans for each.
- Review/propose feedback on district/system leadership goals and action plans.

**BUILDING GOALS / ACTION PLANS**
- Implement BLT action plans. Report progress to BSC & DLT. Adjust as needed for Year 4.
- Review progress. Provide input on implementation adjustments for Year 4.
- Review progress. Provide input on implementation adjustments for Year 4.

**CONTINUED IMPLEMENTATION**
- Continue implementation of BLT action plans. Report progress to BSC & DLT.
- Review progress.
- Review progress.

**FINAL REPORT SUBMISSIONS**
- Chair-only check-in. Review, make recommendations on goals/action plans.
- Guidance/support; OVT training; provide ARC with appropriate info.
- Act on any changes in accreditation status brought forth by ARC.

### Year Three
**IMPLEMENTATION, PROGRESS CHECK, ADJUSTMENT AS NEEDED**
- Implement DLT action plans. Report progress to DSC & BOE. Adjust as needed for Year 4.
- Review progress. Provide input on implementation adjustments for Year 4.
- Review DLT’s progress reports. Review/propose adjustments for Year 4.

**CONTINUED IMPLEMENTATION**
- Review progress.
- Review progress.
- Chair on site, others virtual. Review progress. Guidance on adjustments for Year 4.

**FINAL REPORT SUBMISSIONS**
- Chair on site, others virtual. Review progress. Schedule and plan final visit.
- Guidance/support; OVT training; provide ARC with appropriate info.
- Act on any changes in accreditation status brought forth by ARC.

### Year Four
**CONTINUED IMPLEMENTATION**
- Analyze data/evidence for achievement, growth, and direction for next cycle. Report results to BSC & DLT.
- Review BLT goal achievement/growth. Provide input on direction for next cycle. Discuss final OVT visit agenda.
- Review building and district/system achievement/growth and direction for next cycle. Review agenda for final OVT visit.

**DATA ASSESSMENT, FINAL OVT VISIT, DIRECTION FOR NEXT CYCLE, ACCREDITATION RATING**
- Review achievement/growth. Provide input on direction for next cycle. Discuss final OVT visit agenda.
- Review data/evidence. Identify areas for improvement if any. Recommend rating to KSDE. Discuss direction for next cycle.
- Final visit. Review data/evidence. Identify areas for improvement if any. Recommend rating to KSDE. Discuss direction for next cycle.

**FINAL REPORT SUBMISSIONS**
- Train OVT members; collect Final Report submissions (one per KESA system); provide ARC with appropriate information.
- Act on ARC’s rating recommendations and any accreditation status changes brought forth by ARC.
Zero Year Training and Guidance Plans

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<thead>
<tr>
<th>QUARTER:</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
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<tbody>
<tr>
<td>Guidance booklet goes out</td>
<td>August 9, 2016</td>
<td>October 17, 2016</td>
<td>January 16, 2017</td>
<td>April 17, 2017</td>
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<tr>
<td>The actual quarter runs</td>
<td>Sept-Oct</td>
<td>Nov-Jan</td>
<td>Feb-Apr</td>
<td>May-June</td>
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<tr>
<td>Training window</td>
<td>August 9 thru Sept</td>
<td>October 27 thru Dec 8</td>
<td>January 16 thru Feb</td>
<td>April 17 thru May</td>
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**Staggered Implementation Plan**

At the end of the third quarter of Zero Year, we will ask you to select your KESA group number. Your group number will correspond with the year you will receive your first KESA rating.

**EXAMPLES:**
1. If you will be ready to receive your first KESA rating in the first official year of KESA (2017-2018), then you will choose Group 1.
2. If you will be ready to receive your first KESA rating in the fifth year of KESA, then you will select Group 5.