

Self-Assessment Tracking Form

Required Completion Date	Performance Task	Actual Completion Date
No later than 8/26/2022	<ul style="list-style-type: none"> • PEA selects student files to be reviewed that are a representative sample of the district/charter • PEA submits the list of students to the PSM specialist (using SAM-2 and SAM-3) • SSIP PEAs submit completed Success Gaps Rubric and Action Plan 	
No later than 9/2/2022	<ul style="list-style-type: none"> • PSM specialist provides feedback to PEA on the SAM-3 • SSIP PEAs receive feedback from PSM specialists for the Success Gaps Rubric and Action Plan Feedback Guide 	
No later than 10/1/2022	<ul style="list-style-type: none"> • SSIP PEAs submit the Literacy Screener Data Form—Fall to PSM Specialist 	

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<p>No later than 12/2/2022</p>	<ul style="list-style-type: none"> • PEA submits copies of completed documentation to PSM specialist to include: child find worksheet(s), agency forms, In by 3 worksheet(s), and student forms • PEA submits completed outcome focus area and action plan to PSM specialist electronically (does not include SSIP PEAs) 	
<p>No later than 12/9/2022</p>	<ul style="list-style-type: none"> • PSM specialist will request documentation needed for validation • SSIP PEAs will complete survey 	
<p>No later than 1/6/23</p>	<ul style="list-style-type: none"> • PEA sends requested documentation to PSM specialist 	
<p>No later than 2/1/2023</p>	<ul style="list-style-type: none"> • SSIP PEAs submit the Literacy Screener Data Form—Winter to PSM Specialist 	

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Required Completion Date	Performance Task	Actual Completion Date
<p>No later than 2/10/2023</p>	<ul style="list-style-type: none"> • PSM specialist will provide feedback on validation of accuracy of calls made in initial review and next steps in Self-Assessment process for PEA (ILC and/or SLC, as outlined in the Self-Assessment overview) • PSM specialist will provide feedback on outcome focus area and action plan 	
<p>No later than 3/31/2023</p>	<ul style="list-style-type: none"> • PEA submits subsequent review forms (SLC)—all line items must meet regulatory requirements • PEA submits forms from the initial file (ILC and SLC) review noting corrections made based on validation feedback from PSM specialist and self-identified noncompliance • PEA submits updated outcome focus area analysis and action plan to include tasks completed related to the outcome focus area analysis, including link to file review results (includes SSIP) 	

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Required Completion Date	Performance Task	Actual Completion Date
No later than 4/7/2023	<ul style="list-style-type: none"> • PSM specialist will request a sample of documentation for verification (sample will include items from initial review, both validated and not validated, and subsequent files for SLC) • SSIP PEAs receive feedback from PSM specialists for the Success Gaps Rubric and Action Plan Feedback Guide 	
No later than 4/14/2023	<ul style="list-style-type: none"> • PEA submits requested documentation for verification to PSM specialist 	
No later than 4/28/2023	<ul style="list-style-type: none"> • PSM specialist completes verification process 	
No later than 5/11/2023	<ul style="list-style-type: none"> • PEA receives successful completion letter or written notification of findings (WNOF) based on PSM verification (CAP development may be needed, dependent on findings) 	
No later than 6/1/2023	<ul style="list-style-type: none"> • SSIP PEAs submit the Literacy Screener Data Form—Spring to PSM Specialist 	

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