## **Table of Contents**

## **COPYRIGHT**

## **SOFTWARE LICENSE AGREEMENT**

1
2
2
2
2
5
5
5
6
7
10
12
15
17
19
21
24
26
28
31
35
37
39
41
43
45
47
49
51
53
56
59
62
65

Action Plan - General	
Action Plan - Improvement Plan Types	76
Action Plan - Budgets	
Waivers	82
Remediation Narrative	
Title I Components	
School Improvement Team	89
Framework for Action	
Alternate Reform Model	
Freeform	95
School Profile Data - A Switchboard	
Sample - A Detailed Data by Category	
School Profile Data - B Switchboard	102
Sample - B Detailed Data by Category	104
School Profile Data - C Switchboard	
Staff Characteristics	109
Other Data	111
Action Plan Review	113
Assurances	116
Budget Fund & PRCs	118
Goals Review	
Incentive Funds Distribution	122
Objectives Review	124
Standard Operating Procedures	
Basic Plan Reports	129
Profile Reports - A	
Profile Reports - B	
Profile Reports - C	
Other Reports	
Administrator Switchboard	
Summary	
HAPTER 4: DATA ENTRY	4.45
HAPIER 4: DATA ENTRY	14J
Introduction	
Data Entry	145
Chapter Format	145
-	
School Data / Voting Results	146
School Profile	148
Analysis of Quality Standards	151
Standards Assessment Report (SAR)	
Vision/Mission/Beliefs	
Goals	154
Objectives	156
Strategies	
Persons Responsible	
Budget/Finance	
Calendar/Timelines	
Action Plan	
Waivers	
Remediation Plan Narrative	
Title I Components	
	173
School Improvement Team	
School Improvement Team Framework for Action	174

Alternate Reform Model	176
Freeform	
Other Data	178
Administrator Switchboard	181
Summary	182
CHAPTER 5: REPORTS	183
How Do I Get Here from the Main Switchboard?	183
Introduction	183
Reports	183
Chapter Format	
Reports Switchboards	185
Action Plan	
Action Plan Budgets	
Action Plan New/Revised Strategies	
Action Plan Progress	
Action Plan Review	
Action Plan Strategies to be Deleted	
Alternate Reform Model	
Alternate Reform Model Budget	
Analysis of Quality Standards	
Annual Priorities Action Plan	
Assurances	
Budget/Finance	
Budget/Finance by PRC	
Budget Fund & PRCs	
Budget Plan by Stretegy	
Budget Plan by Stretegy PD	
Calendar/Timelines	
Character Education Action Plan	
Closing the Gap Action Plan	
Composite Report (Final Report)	
Departments	195
Exceptional Children Action Plan	
Framework for Action	
Freeform	197
Goals	
Goals Review	
Guidelines	
Incentive Funds Distribution	
Interim Annual Action Plan	
Locally Defined Action Plans	
Monitoring Dates	
Needs Assessment	
Objectives	
Objectives Review	
Parent Involvement Action Plan	
Persons Responsible	
Professional Development Action Plan	
Profile Data - A, B, C	
Quality School Indicators	
Quality School Standards	
Remediation Action Plan	206

Remediation Plan Narrative	206
Review Ratings	207
SACS CASI Action Plan	207
Safe Schools Action Plan	208
School Profile Executive Summary	208
Section 504 Action Plan	209
SIT/Voting Results	209
Staff Characteristics	210
Standard Operating Procedures	
Standards Assessment Report	211
State Requirements Action Plan	
Strategies	212
Technology Action Plan	212
Title I Action Plan	
Title I Components	213
Title II Action Plan	
Title Page	
Title Page-Profile Data	215
Vision/Mission/Beliefs	
Waivers	
Summary	216
HAPTER 6: BACKUPS AND RESTORES Backups	
Duckups	21,
Rule of Thumb	
Microsoft ® Backup	
Backup Series	217
First Backup	218
Subsequent Backups	218
Storage of Backups	219
Restores	
Introduction	219
Introduction Microsoft Backup/ Restore	219
Microsoft Backup/ Restore  Selecting the Backup Series to Restore	219 219 219