

CSSI Visit Cycle

Scheduling <i>Late July/Early August</i>	<ul style="list-style-type: none"> ● CSSI team lead contacts the school leader to schedule the 3-day visit
Before the Visit <i>Starting 8 weeks before the scheduled visit</i>	<ul style="list-style-type: none"> ● CSSI team lead and the school leader work together to plan and prepare for the visit such as creating a detailed schedule and collecting essential school documents for review.
During the Visit	<ul style="list-style-type: none"> ● Day 1: CSSI Team Data Collection <ul style="list-style-type: none"> ○ Stakeholder Interviews ○ Classroom Visits ○ Document Review ● Day 2: CSSI Team Data Collection <ul style="list-style-type: none"> ○ Stakeholder Interviews ○ Classroom Visits ○ Document Review ● Day 3: CSSI Team Comes to Findings <ul style="list-style-type: none"> ○ CSSI team completes all interviews and observations. ○ CSSI team conducts a prioritization protocol and comes to findings by identifying key levers for school improvement ○ CSSI team lead provides an overview of findings and recommendations to the school leader
After the Visit <i>3-4 weeks after the visit</i>	<ul style="list-style-type: none"> ● CSSI team lead provides the school with two formal documents: <ul style="list-style-type: none"> ○ CSSI Detailed Report <i>*Full rubric of the CDE Standards for Continuous Improvement scored with evidence</i> ○ CSSI Executive Summary Report <i>*Synthesis of performance and detailed recommendations for school improvement</i> ● CSSI Share Out: CSSI team lead processes findings with the school leader and governing board