

Sample Results Transmittal – Part B

Issued in April 2014 to Part B users

Instructions:

Complete this form with representatives from your review and analysis process (RAP) team and your district improvement team. Use the links in the **Resources** section to: (A) review your data, and (B) guide school improvement activities.

The goal of results transmittals is to foster a conversation between special education and the district improvement team. Bring copies of your data and the probe questions to promote a mutually beneficial conversation when you meet.

To complete the form:

- Select "Yes" or "No" for each question.
- **Save your work.**
- Return to the **Forms Menu** to **change the status** of your Results Transmittal to **Completed**.

A. Data Review				
Our RAP Team ...		Yes	No	Comments (optional)
1	Reviewed the indicator definition, calculation, and our local performance.	O	O	
2	Looked for patterns and trends in local performance on this indicator over time (including recent data, if available).	O	O	
3	<i>For B-1 (Graduation), B-2 (Dropout) only:</i> Compared the performance of students with IEPs to other students in our district. <i>For all indicators:</i> Compared our performance to State targets	O	O	
4	Identified questions or issues raised by review of our indicator data.	O	O	
5	Developed a hypothesis as to why our local did not meet the State target.	O	O	

B. Improvement Planning				
Our RAP Team ...		Yes	No	Comments (optional)
6	Identified current practices aimed at improving performance in this area.	<input type="radio"/>	<input type="radio"/>	
7	Identified ways to improve current practice or develop new initiatives to improve performance.	<input type="radio"/>	<input type="radio"/>	
8	Created an improvement plan with specific goals and action steps.	<input type="radio"/>	<input type="radio"/>	
9	Identified ways to monitor progress in this area over the next year.	<input type="radio"/>	<input type="radio"/>	
10	Shared our data and analysis with others outside of the RAP Team such as administrators or members of the District Improvement Team.	<input type="radio"/>	<input type="radio"/>	

Other Required Information

CIMS RAP Team Contact Information

Name: *

Title: *

Email: *

Phone: *

Name:

Title:

Email:

Phone:

District Improvement Contact Information

Name: *

Title: *

Email: *

Phone: *

Name:

Title:

Email:

Phone: