

**DEPARTMENT OF EDUCATION  
Montpelier, Vermont**

**Commissioner's Required Actions  
Year 1 Corrective Action**

**REGARDING: [SCHOOL NAME]**

**STATUTORY AUTHORITY:**

**T. 16 section 165**

(b) Every year...if the commissioner determines that a school is making insufficient progress in improving student performance in relation to the standards for student performance set forth in subdivision 164(9) of this title, he or she shall describe in writing actions a district must take in order to meet...standards and shall provide technical assistance to the school. If the school fails to meet the standards or make sufficient progress by the end of the next two-year period, the commissioner shall recommend to the state board one or more of the following actions:

- (1) continue technical assistance;
- (2) adjust supervisory union boundaries or responsibilities of the superintendency;
- (3) assume administrative control only to the extent necessary to correct deficiencies; or
- (4) close the school and require that the school district pay tuition to another public school or an approved independent school pursuant to chapter 21 of this title.

(c) The state board, after offering the school board an opportunity for a hearing, shall either dismiss the commissioner's recommendation or order that one or more of the actions listed in subsection (b) or this section be taken. The action ordered by the state board shall be the least intrusive consistent with the need to provide students attending the school substantially equal educational opportunities. A school board aggrieved by an order of the state board may appeal the order in accordance with the Rules of Civil Procedure.

**REQUIRED ACTIONS**

**Pursuant to this statutory mandate, described below are the actions that [School Name] will take:**

**1. Year 1 school improvement requirements remain in place, including:**

- ◆ **Improvement Teams**
- ◆ **Notifying Parents**
- ◆ **Offering School Choice and Providing Transportation**
- ◆ **Revise and Implement the School Improvement Plan as Needed**
- ◆ **Offering Supplemental Education Services**

**2. Corrective Actions [PL 107-110, Sec. 1116 (b)(7)(c)(iv)]**

**All schools must implement one of the following corrective actions:**

- a) **Appoint an outside expert to advise the school on its progress toward making adequate yearly progress based on its school plan (External School Improvement Implementation Coach)**

- b) Institute and fully implement new curriculum, including providing appropriate professional development for all relevant staff, that is based on scientifically based research and offers substantial promise of improving educational achievement for low-achieving students and enabling the school to make adequate yearly progress
- c) Extend the school year or the school day for the school
- d) Significantly decrease management authority at the school level
- e) Restructure internal organizational structure of the school
- f) Replace the school staff who are relevant to the failure to make adequately yearly progress.

**You must provide official written notification to your VTDOE School Improvement Support Team contact of your choice from the above list and justification for the choice by June 30, 2011 using the attached form. Notification must be signed by your school board chair and superintendent.**

**The above actions meet the requirements of V.S.A. Title 16 section 165(b).**

**Signatures:**



\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Date

May 6, 2011

**I have read and understand the required actions listed above.**

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Date

\_\_\_\_\_  
School Board Chair

\_\_\_\_\_  
Date