



Unified Improvement Plans: CDE Reviews & Feedback

All schools and districts are required to regularly submit Unified Improvement Plans (UIPs). CDE reviews and provides feedback on UIPs for schools and districts that are identified for improvement under the state (Priority Improvement and Turnaround) or federal (Comprehensive Support under ESSA) accountability systems.

New in 2024-25

In the 2024-25 year, sites that will have their UIPs reviewed by CDE can choose from three different formats for this review and feedback:

1. **NEW:** UIP Consultation (pre-submission, opt in) – *available on request*
2. Full Plan Quality Review (post-submission, opt in) – *available on request*
3. **NEW:** Requirements Check (post-submission, default) – *default review type for sites that do not opt for either a Consultation or a Full Plan Quality Review*

This document outlines these options in greater detail and provides instructions for how to select the review type that best fits the needs of a given site.

UIP Review Options in 2024-25

Consultation Review (Pre-Submission, *Opt-In*)

A UIP Consultation is a 1:1 session with a CDE Improvement Planning Partner, a school leader, and their district support person. Sessions are approximately 60 minutes and are intended to be a collaborative conversation that provides targeted support for the development of a UIP prior to submission. Consultations may be based on prior year CDE feedback, if available, and on a review of the site's UIP prior to the consultation session. The focus of the Consultation will be jointly determined by the school/district and the CDE Improvement Planning Partner.

A brief report summarizing the content of the Consultation session will be provided to the school and district leaders within a week of the Consultation. The report will also be kept on file at the CDE and will serve as the official CDE review of the UIP for that plan year. (*Note that the submitted UIP may still be reviewed for specific program requirements—e.g., READ Act or Comprehensive Support requirements.*)

Eligibility

All schools/districts are eligible for a UIP Consultation review; however, priority is given to schools/districts that will have their UIPs reviewed by CDE:

- Sites submitting Priority Improvement or Turnaround plans
- Sites identified for Comprehensive Support & Improvement, especially those who have not yet gotten CS-approval for their UIP
- If additional prioritization is needed, priority will be based on
 - Dual-identification (both state and federal)



- Number of years identified (either state or federal identifications)

Consultations may be offered to non-identified sites upon request, contingent on CDE capacity.

Requirements

In order to ensure the UIP Consultation can provide meaningful feedback and next steps for improvement plans, **the site's UIP must be at least 70% complete** in the [UIP Online System](#) one week before the scheduled consultation. The following sections must be complete (or nearly complete):

- Student Performance Priorities (SPP) (complete)
 - *Targets may be incomplete*
- SPP Evidence & Rationale (significant progress)
- Root Causes (complete)
- Major Improvement Strategies (complete; strategies must be selected, but action plans may be incomplete)

Considerations

A UIP Consultation Review is a good fit for sites that fit one or more of the following conditions:

- Received feedback in 2023-24 and would like support implementing it;
- Are identified for Comprehensive Support and are working towards getting plan approval; OR
- Would like to work 1:1 with a CDE partner to improve the overall quality of their improvement plans.

Document Review (Post-Submission)

Document Reviews provide written feedback on the finalized UIP after submission. **New in 2024-25:** Two formats are available for post-submission document reviews: the Requirements Check and the Holistic Review.

Requirements Check (Default)

The UIP will be reviewed against the list of Quality Criteria. Written feedback provided for the UIP will focus on the criteria that are not yet met in the current UIP.

The Requirements Check is best for sites that utilize their own planning documents and use the UIP primarily to satisfy state/federal and public posting requirements.

Full Plan Quality Review (Opt-In)

Sites that prefer more holistic feedback on their UIP may opt in to the Full Plan Quality Review. The review will focus on overall plan quality and coherence; feedback will identify key requirements that are not yet met.

Consider opting in to a Full Plan Quality Review if the UIP is used as the primary planning and implementation document for the site.

Post-Submission Feedback Debrief (By Request)

Sites that receive a Document Review (either a Requirements Check or a Full Plan Quality Review) may request a Feedback Debrief session. This Debrief session is similar in format to the UIP Consultation, with the key difference that it occurs after the submission of the UIP and it focuses on an exploration and discussion of the feedback received on the UIP in preparation for the coming planning cycle.



How to indicate your preferred review type

District administrators will use the UIP Online System to indicate which review type is preferred for each school whose UIP will be reviewed by CDE.

- Access the [UIP Online System here](#).
- Access [step-by-step directions for indicating your preferred review type in the Online System](#).

Note that Consultations are offered subject to availability and that requesting a Consultation does not guarantee a Consultation slot. Slots will be assigned on a first-come, first-served basis; if you know you would like a Consultation, request one as soon as possible to increase the likelihood that there will be slots available (and that you can get one that works for your schedule).

Deadlines for requesting a UIP Consultation or opting into Full Plan Quality Review format:

- For sites submitting the UIP in October:
 - UIP Consultation request deadline: September 25th
 - Full Plan Quality Review request deadline: October 15th
- For sites eligible for January submission flexibility:
 - UIP Consultation request deadline: December 6th
 - Full Plan Quality Review request deadline: January 15th

If a district does not request Consultation Review or a Full Plan Quality Review, schools having their UIPs reviewed by CDE will receive a Requirements Check.

FAQs

Can schools in the same district request different types of review?

Yes, each site that will have its UIP reviewed by CDE may request the type of review it deems most suited to its needs.

Do all schools/districts having their plans reviewed have to specify which review type they want?

No; all sites having their plans reviewed that *do not opt in* to a UIP Consultation or Full Plan Quality Review will receive a Requirements Check of their plans post-submission (the default review type). However, in order to receive a UIP Consultation or Full Plan Quality Review, schools and/or districts must opt in to those review types.

Contact / For More Information

For more information about the review types available, contact Lauren Hesse (hesse_l@cde.state.co.us).

For other assistance (including technical assistance for the online portal), email uiphelp@cde.state.co.us. Your email will be answered promptly by a member of our team.