

# CI Webinar Two - Comprehensive Needs Assessment (CNA)

Office of System and School Improvement  
October 2024

## Vision

*All students prepared for post-secondary pathways, careers, and civic engagement.*

## Mission

Transform K–12 education to a system that is centered on closing opportunity gaps and is characterized by high expectations for all students and educators. We achieve this by developing equity-based policies and supports that empower educators, families, and communities.

## Values

- Ensuring Equity
- Collaboration and Service
- Achieving Excellence through Continuous Improvement
- Focus on the Whole Child



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# Equity Statement

Each student, family, and community possesses strengths and cultural knowledge that benefits their peers, educators, and schools.

Ensuring educational equity:

- Goes beyond equality; it requires education leaders to examine the ways current policies and practices result in disparate outcomes for our students of color, students living in poverty, students receiving special education and English Learner services, students who identify as LGBTQ+, and highly mobile student populations.
- Requires education leaders to develop an understanding of historical contexts; engage students, families, and community representatives as partners in decision-making; and actively dismantle systemic barriers, replacing them with policies and practices that ensure all students have access to the instruction and support they need to succeed in our schools.



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# Webinar

## What

- Webinars are based on specific topics of continuous improvement work.

## Why

- To provide professional learning, to complete specific improvement work.

## How


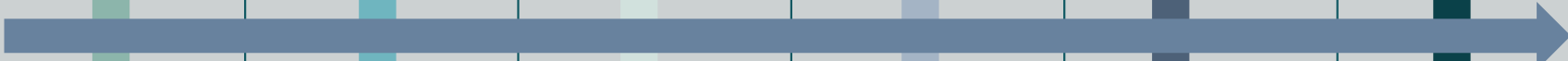
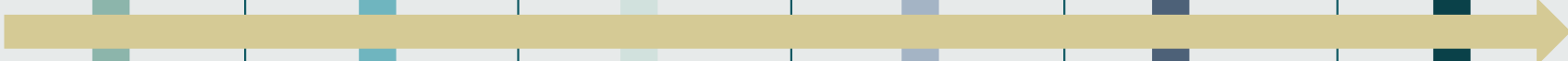
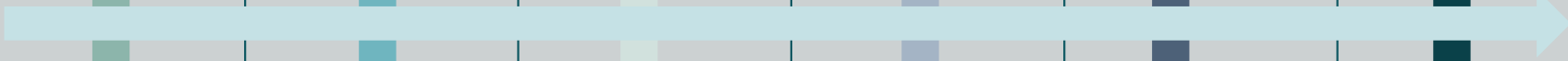






- This short video webinar will provide helpful steps and tips to finish continuous improvement projects.

Continuous Improvement



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# Continuous Improvement Framework

	<b>Anti-Racist and Anti-Bias Practices</b>	<b>Equitable Supports</b>	<b>Development of strong leadership at all levels</b>	<b>Use of data inquiry and school improvement processes</b>	<b>Improvement of core instructional practices</b>	<b>Implementation within a multi-tiered system of supports</b>
<b>Clarity of Purpose</b>						
<b>Technical Competence</b>						
<b>Capacity Building</b>						
<b>Human Interaction Skills</b>						

# Agenda: CI Webinar Two: Comprehensive Needs Assessment (CNA)

## Introduction

- The Purpose

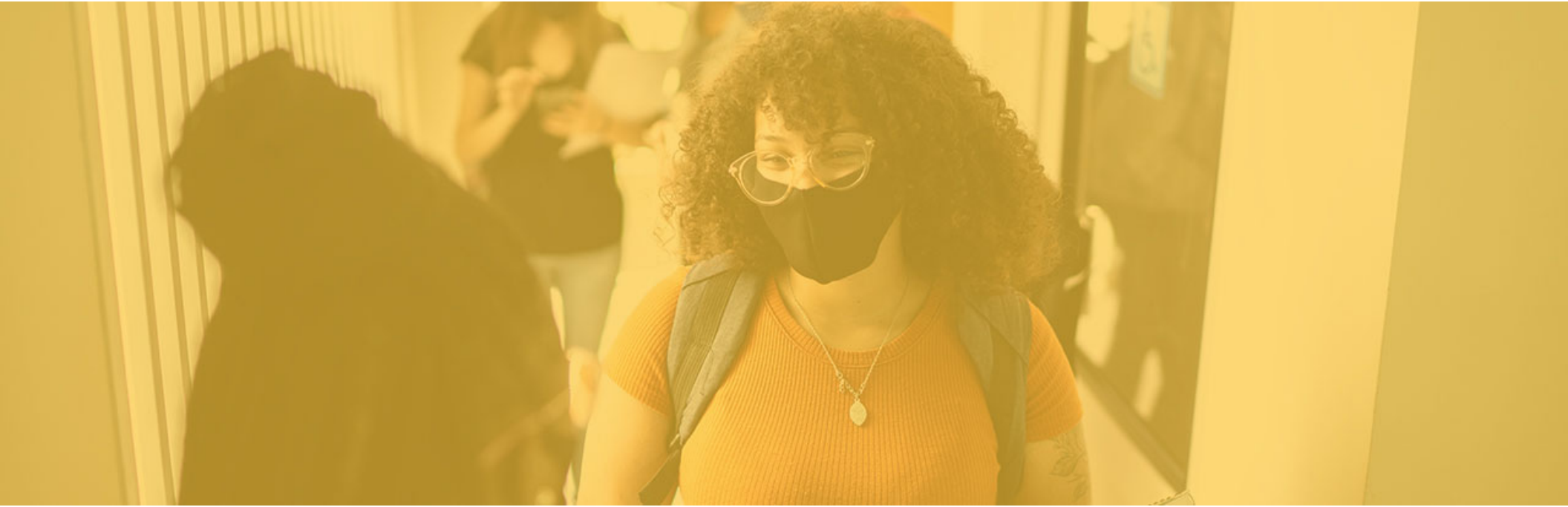
## Comprehensive Needs Assessment (CNA)

- A Step by Step How-To

## Contact

- Information to Connect

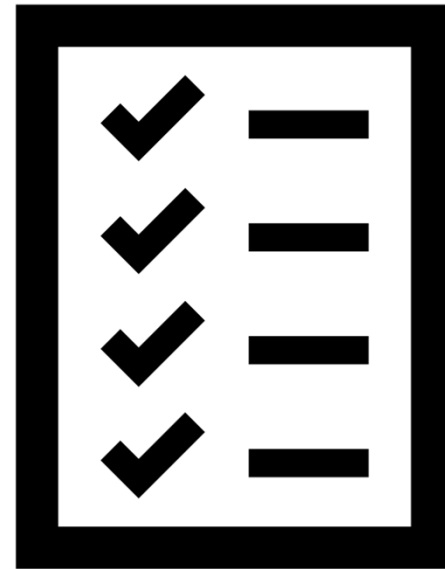




## CI Webinar Two: Comprehensive Needs Assessment (CNA)

# Comprehensive Needs Assessment (CNA): A Process for School and District Improvement

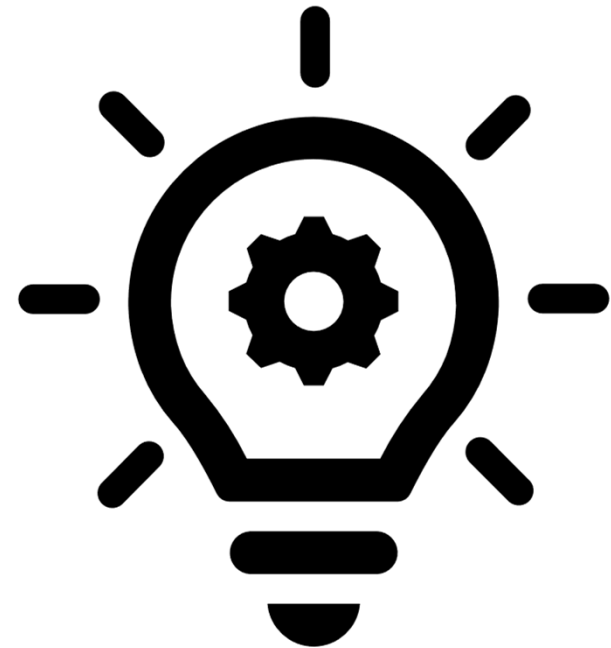
- A systematic process for school improvement focused on identifying needs, prioritizing, and planning for data-driven student success.





# What is a Comprehensive Needs Assessment (CNA)?

- The CNA collects and analyzes data to identify gaps, improve student outcomes, support long-term change, and engage stakeholders in collaborative solutions.



# Why Conduct a Needs Assessment?

- Establishes a clear improvement roadmap, delivering actionable insights, measurable progress, and broad buy-in through diverse stakeholder involvement.



# Key Elements for Success

1. Needs-Driven and Context-Specific: Tailor CNA to local challenges
2. Rigorous Data Analysis: Use clean, reliable, diverse data
3. Stakeholder Engagement: Involve staff, families, and community for broad input
4. Collaborative Improvement Identification: Prioritize issues with stakeholder input



# How MTSS Supports CNA

- The MTSS framework organizes CNA work, focusing on data-driven decisions and structured support through collaboration.

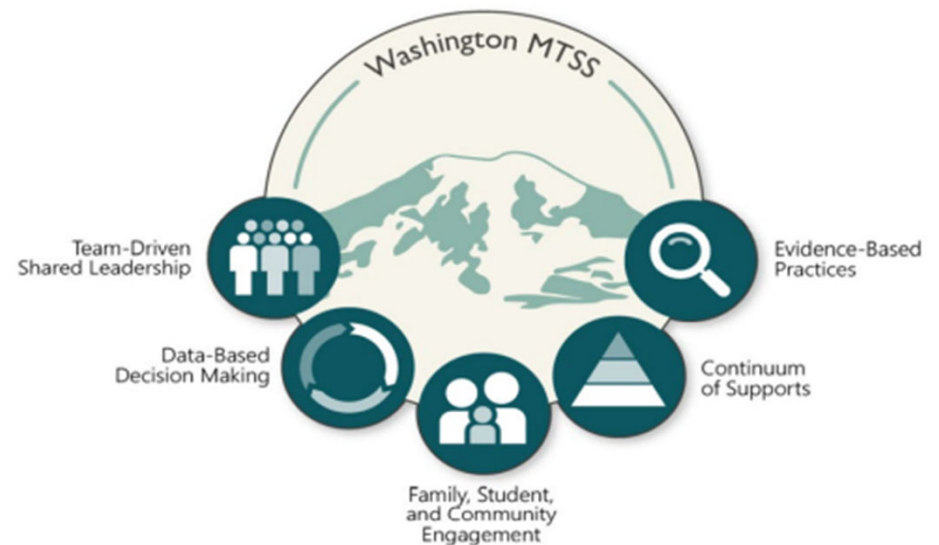


Figure 1. Multi-Tiered System of Supports, from OSPI.

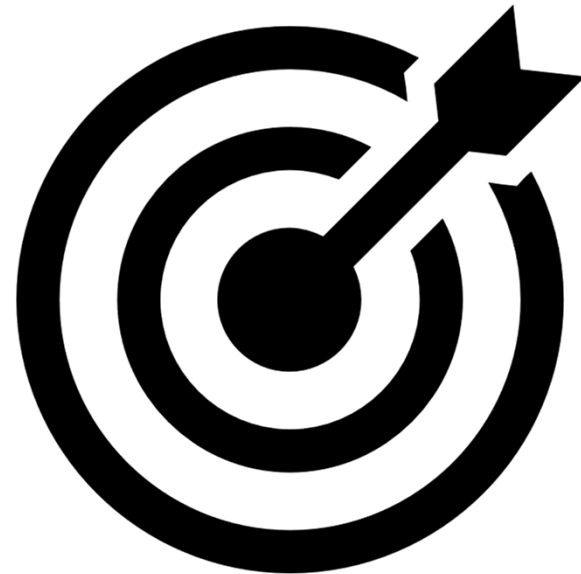
# The 5 Phases of CNA

1. Planning: Define purpose, goals, and engage stakeholders
2. Collecting and Organizing Data: Gather data from various sources
3. Interpreting Information: Analyze findings for insights
4. Determining Priorities: Prioritize needs based on data
5. Connecting to Implementation: Develop action plans to address needs



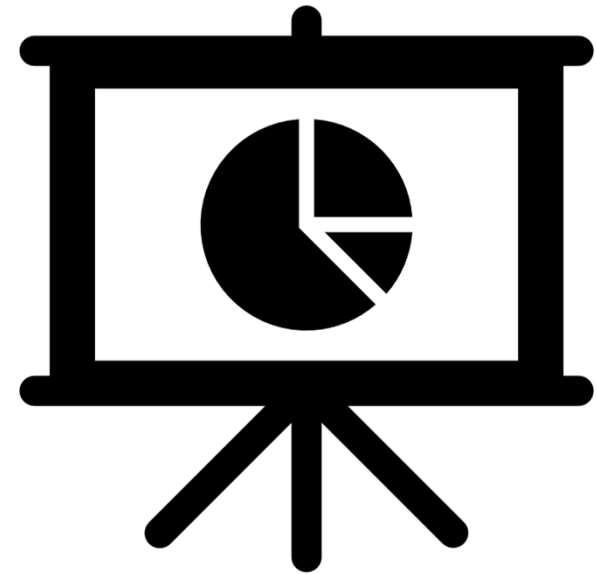
# Planning the CNA

- Define goals, create guiding questions, involve key stakeholders, and ensure diverse input for a clear CNA process.



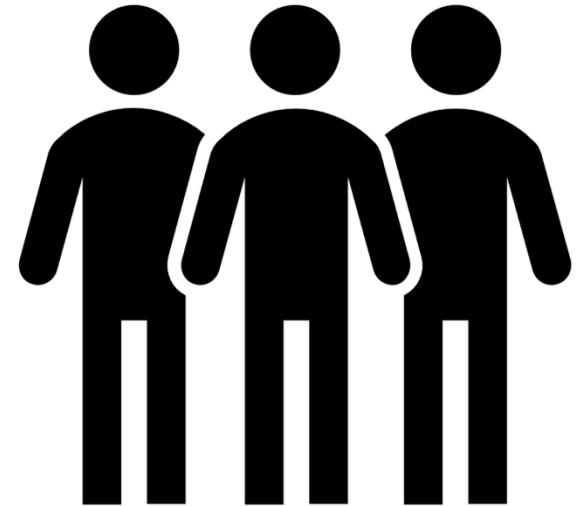
# Gathering Data for CNA

- Collect and organize quantitative and qualitative data, using visuals, and present to stakeholders for review and discussion.



# Interpreting the Data

- Analyze data to identify trends, strengths, and areas for improvement while fostering collaboration and addressing stakeholder disagreements.





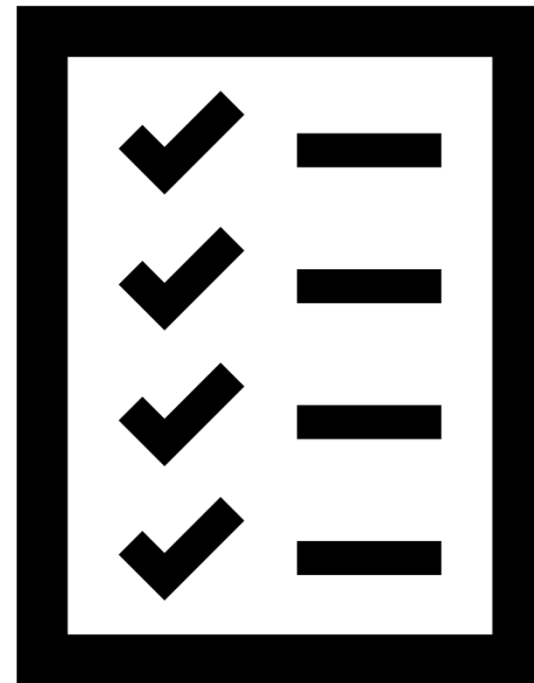
# Setting Priorities

- Review data to prioritize urgent issues impacting student outcomes, aligning with available resources while remaining flexible to new insights.



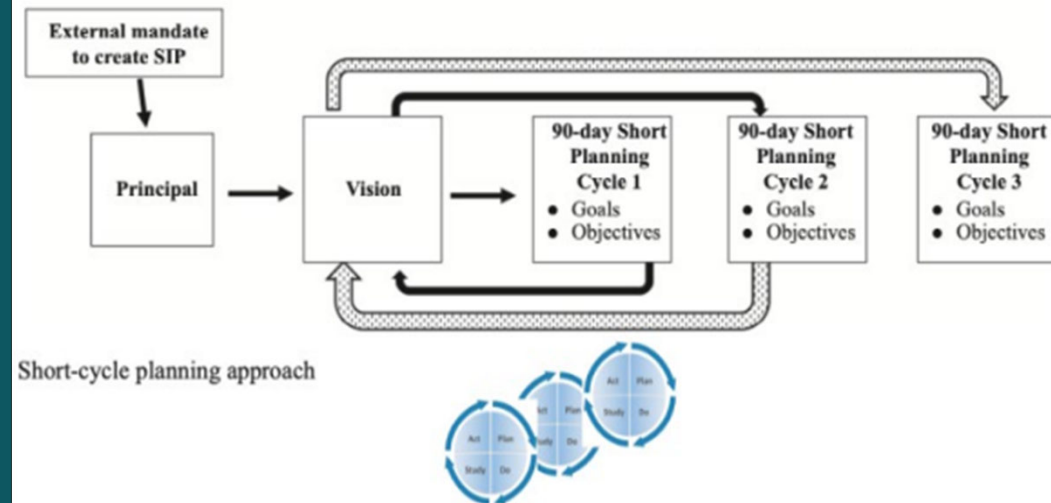
# Implementing Changes

- Develop a detailed action plan with assigned responsibilities, allocated resources, timelines, and metrics for tracking progress, while regularly reviewing and adjusting to guide long-term changes



# CNA and Continuous Improvement

- The CNA supports a continuous improvement cycle (Plan-Do-Study-Act) by developing a needs-based plan, implementing strategies, and continuously assessing and refining efforts.



# 10-Step Process for a Comprehensive Needs Assessment

1. Define the purpose and outcomes
2. Identify key stakeholders
3. Collect existing data
4. Determine additional data needs
5. Analyze collected data
6. Uncover themes and priorities
7. Engage stakeholders in reviewing findings
8. Set improvement goals based on priorities
9. Develop an action plan
10. Implement and monitor progress



# Meeting Federal and State Requirements

- The CNA helps meet federal and state program requirements by aligning improvement efforts with compliance needs while focusing on underserved student populations.



# Next Steps and Final Thoughts

- The CNA transforms data into actionable steps, providing insights for priority setting and planning, while engaging the team and promoting continuous reflection for long-term success.



# Continuous School Improvement Resources

- Submission Schedule
- WSIF Cycle 2 and WSIF Cycle 3 Lists of Schools Identified for Support
- Next Steps One-Pagers
- SIP, Progress Monitoring and L-Cap Templates and Implementation Guides
- Funding and Grant Information
- School Improvement Resources

The screenshot shows the website header with the Washington Office of Superintendent of Public Instruction logo and name. A navigation bar includes links for Home, Student Success, Certification, Educator Support, Policy & Funding, Data & Reporting, and About OSPI. A search bar is located in the top right corner. The main content area is titled "Continuous School Improvement Resources" and includes a sub-header "STUDENT SUCCESS" with a list of resources by subject area: Learning Standards & Instructional Materials, Graduation, Testing, Career & Technical Education (CTE), and Special Education. Below this is a "Support Programs" section with links to Attendance, Chronic Absenteeism, and Truancy; Building Bridges; Center for the Improvement of Student Learning (CISL); Dual Credit Programs; Early Learning; and Inclusionary Practices Technical Assistance Network (IPTN). The main text describes the OSPI System and School Improvement resources and provides a list of links: Cycle 3 WSIF Identification, Improvement and Accountability Planning & Progress Monitoring Templates, OSSI Grants and Fiscal Guidance, Data & Implementation Resources, Open Doors & Reengagement Resources, and Continuous Improvement Webinar Series & Office Hours. On the right side, there are two boxes: "Guides and Submission Schedule" with a link to the 2024-25 WSIF Cycle 3 Year-At-A-Glance (PDF), and "Contact Information" with an "OSSI Inbox" link and a description of the general inbox for the Office of Systems and School Improvement (OSSI).



# Contacts



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  - Invoicing, SharePoint questions, training –Continuous Improvement Program Specialist



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