# Technical Assistance Topic
# August 2025

## Mission: Possible

Welcome back! Technical Assistance Topics are a monthly series of professional development assistance to support our schools and districts in continuous improvement (CI) tasks. Each month we post written and recorded materials that may be viewed at any time and in any order. You may get direct assistance with all technical assistance topics via our office hours. This month we are focusing on how to initiate and maintain change. The following topics will help ensure that your team is ready to continue improvement work, builds momentum to solidify team goals, and is prepared for the road ahead.

### Plan

All schools are required to have a school improvement plan ([WAC 180-60-220 (2)(b)](#)). Take the time to set clear goals and use interventions that are based on evidence. *Grant Connection: Evidence-based interventions must meet [federal requirements](#) and be clearly tied to your 1003-funded activities.*

### Do

Make sure your school and community are aware of the plan's goals and their roles in supporting the implementation of change. Have a plan to determine if implementation strategies are being used with fidelity. Use observations, checklists, and feedback to adjust in real time. *Grant Connection: Implementation tracking is required for 1003 monitoring and compliance.*

### Study

Ensure your data collection systems are set up and school staff are aware of their roles in collecting and reviewing data. *Grant Connection: Ongoing data review supports effective use of funds and prepares you for reporting and monitoring.*

### Act

Respond to the data and feedback. Update your school improvement plan as needed. Use professional time to adjust strategies and reflect on practices. Remember, you don't have to wait to make improvements!

Washington Office of Superintendent of
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# Upcoming Deadlines

See out website for additional information and templates.

- LEA Consolidated Accountability Plan (L-CAP)
    - When: LEAs must complete L-CAP Alchemer survey by August 29, 2025.
    - Who: Every Local Education Agency (LEA) containing one or more schools identified as eligible for Tiers 1, 2, 3, or 3 Plus support is responsible for completing an L-CAP at the beginning of SY 2025-26 in Alchemer. *Grant Connection: LEA must upload .pdf report to EGMS application for OSSI grants*.
- Initial 2025-26 School Improvement Plan (SIP)
    - When: SIPs must be in school Basecamp folder by August 29, 2025. For Basecamp access go to Basecamp Access Request form.
    - Who: Tier 3 & Tier 3 Plus schools. *Note: All other schools are required to have a SIP but are not required to submit the SIP to OSPI.*
- 1003 Grant Application
    - When: Applications are due in EGMS by October 31, 2025
    - Who: LEA for schools eligible for Tier 3 Plus support.

To learn more or request support, contact Office of System and School Improvement (OSSI), ossi@k12.wa.us.