

**DIOCESE OF DES MOINES**

**Catholic Schools Policies/Regulations**

**EDUCATIONAL PROGRAMS**

**Accountability for Student Achievement**

It shall be the policy of the Diocesan Catholic Schools Office, under the aegis of the Bishop, that all schools, with the support of the Catholic Schools Office, meet the accountability requirements for increased student performance and achievement.

The requirements for the schools through the Iowa Department of Education include the Desk Audit, which encompasses the State of Iowa Accreditation process; Comprehensive School Improvement Plan which includes data collection and analysis focused on long range and annual goals. Each school will have a School Improvement Advisory Committee (SIAC) which will partner with the Administrator to review goals and data.

Each school will have a School Improvement Plan that is created with the school leadership team, which can include the school's SIAC, and is shared with the Catholic Schools Office.

Policy Adopted: April 25, 2000  
Policy Revised: May 19, 2008  
Policy Reviewed: March 25, 2013  
Policy Revised: July 30, 2021

**Accountability for Student Achievement – Comprehensive School Improvement Planning**  
**Regulation 616.1**

Each school shall submit a multi-year Comprehensive School Improvement Plan (CSIP) to the Iowa Department of Education and the Schools Office. The CSIP is to be submitted at intervals and dates established by the Iowa Department of Education. (IAC 281.12.8(2))

The CSIP submitted to the state must contain:

- a process for involving the local community
- data collection analysis
- statement of mission and beliefs
- major student needs
- student learning goals
- long-range goals for reading and mathematics
- annual improvement goal(s) for reading and math
- actions to support the improvement of curricular and instructional practices to attain the goals
- provisions for professional development

Annually, each school within the Diocese of Des Moines will submit a School Improvement Plan (SIP) to the Catholic Schools Office. This plan will serve as a comprehensive review and planning document in the areas of Academics (to include Professional Development), Catholic Identity, Community Involvement, Finances, Facilities/Technology, and Enrollment Management.

Each year the Administrator will work with the Building Leadership Team (BLT) to review, evaluate, and revise (if needed) the SIP. The document will include goals developed through an analysis of data, action steps to meet the goals, and a timeline for accomplishment of goals. Each school's SIP will assist the Administrator in determining needed professional development, as well as cost, in meeting each goal area.

On an annual basis, the Administrator will share the SIP review, accomplishments, and any changes with the Catholic Schools Office.

Regulation Adopted: April 25, 2000  
Regulation Revised: March 25, 2013  
July 30, 2021

### **Accountability for Student Achievement – Desk Audit Regulation 616.2**

All schools in the Diocese of Des Moines will complete the annual Desk Audit required by the Iowa Department of Education as a part of the accreditation requirements. The Catholic Schools Office will assist the schools in completing this report.

The Desk Audit is completed through the CASA application in the Iowa Education Portal. Requirements of this Desk Audit include board policies, schedules for the programming of the school, and information on enrollment and attendance information (for high school).

Regulation Adopted: March 17, 2003  
Regulation Revised: March 25, 2013  
July 30, 2021

### **Accountability for Student Achievement – School Improvement Advisory Committee Regulation 616.3**

The administration of each school shall appoint members to the School Improvement Advisory Committee (SIAC). This Committee, under the leadership of the Administrator, shall be composed of persons who represent faculty and staff, parents, community members, and where and when appropriate, students. (For non-public schools, the community is considered to be members of the sponsoring parish(es). (IAC 281.12.8(1)(2))

The School Improvement Advisory Committee shall be charged to make recommendations to the local board of education/school board. Based on the data analysis, the SIAC shall make recommendations concerning:

- major educational needs of the students
- student learning goals
- long-range goals including state indicators that address reading, math and science achievement

- the wellness program

Annually, the SIAC shall also make recommendations to the local board with regard to:

- progress achieved with the annual improvement goals for state indicators that address reading, math and science
- progress achieved with other locally determined core indicators
- Success in meeting the goals of the wellness program

Regulation Adopted: April 25, 2000  
 Regulation Revised: March 25, 2013  
 July 30, 2021

**Accountability for Student Achievement – Data Collection and Analysis  
 Regulation 616.4**

In order for a School Improvement Plan (SIP) to be created, a needs assessment process is to be devised. Each school in the Diocese of Des Moines will establish a needs assessment process.

The Administrator of each school should conduct on-going and in-depth needs assessments. The Needs Assessment process will include, but is not limited to student assessments, review of data collected from parent, student, and community surveys, and other data including enrollment, financial, and faith formation programming.  
 (IAC 281.12.8(1))

Regulation Adopted: April 25, 2000  
 Regulation Revised: March 25, 2013  
 July 30, 2021

**Accountability for Student Achievement – School and Diocesan Wide Assessments  
 Regulation 616.5**

Multiple assessment measures will be used to, not only determine student performance but also to create annual and long term goals.

The Iowa Statewide Assessment of Student Progress (ISASP) will be given in grades 3-11. Reading and Mathematics subtests will be given to all grades and Science will be given in grades 5, 8, and 10.

Students in the Diocese of Des Moines Catholic Schools will also be given the FASTBridge Reading Screener Assessment in grades K-5. Students in grades 6-8 will participate in the MAP Assessment. Both of these assessments will be given three times a year (Fall, Winter, Spring).

The testing of students using the Cognitive Abilities Test or a similar test may be given to students. This is a decision to be made by the Administrator and the use of these assessment should be shared with parents.

Students will also be assessed in their Faith Knowledge and Growth. The Assessment of Child’s Religious Education (ACRE) will be used with students in grades 5 and 8.

Other assessments, such as the ELPA 21 may be used as needed.

The high schools will utilize the ACT at various levels for their students, along with the ISASP.

All test results are to be collected, analyzed, and used for future planning. The Catholic Schools Office will collaborate with the Administrator in the use of the collected data and how it aligns to the School Improvement Plan (SIP).

Regulation Adopted:	October 27, 1969
Regulation Revised:	March 25, 2013
	July 30, 2021