

# Unified Improvement Planning

## Guidance for Combined Plans



**COLORADO**  
Department of Education

### Introduction

This document provides guidance for creating and updating a combined Unified Improvement Plan (UIP), a single plan written for a district and all its schools. The option to write a combined plan is a flexibility offered to small districts (less than 1,200 students). District administrators must indicate in the UIP Online System if the district is submitting a combined plan per the instructions in this document.

### Combined Plan Eligibility

Eligibility to submit a combined plan is based on the district's enrollment, as measured by the Student October Count. The prior school year's count determines eligibility for the following year; for example, eligibility to write a combined plan for the 2023-24 school year is based on the 2022 Student October Count.

District's Student Count	Eligibility Determination
Less than 1,000	Automatically eligible to submit a combined improvement plan <b>without approval</b> from CDE
1,001-1,200	Eligible to submit a combined improvement plan <b>with approval</b> from CDE Email <a href="mailto:uiphelp@cde.state.co.us">uiphelp@cde.state.co.us</a> to request approval
Greater than 1,200	Not eligible to submit a combined improvement plan

Refer to the "Navigating the UIP Online System" section of this document for instructions on how to view eligibility and indicate use of this flexibility in the UIP Online System.

### Considerations for Districts with Identified Schools

A district with a state and/or federally identified school (e.g., Priority Improvement, Turnaround, On Watch, and/or Comprehensive Support) is still eligible to create a combined plan. However, there are additional planning requirements for identified schools that the district must meet in the combined plan, as outlined in the [school quality criteria and rubric](#). The following are some specific considerations:

- The UIP must reflect the needs, actions, and magnitude of the issues specific to the identified school(s).
- The district should consider what additional supports the identified school(s) may need – beyond what other schools are receiving – and document this support in the plan.
- Schools implementing a turnaround plan are required to submit a turnaround strategy in the UIP and integrate that strategy into the action plan. If the district is submitting a combined plan, this turnaround strategy must be included in the combined plan.

Sometimes, it may be more effective to create a separate UIP for the identified school and a combined UIP for the district and the remaining schools. The district will need to decide which solution best fits the local context and need. **If there will be separate plans for identified schools, districts must email [uiphelp@cde.state.co.us](mailto:uiphelp@cde.state.co.us) to explain which schools are included in the district's combined plan to ensure accurate tracking of UIP submissions.**

## Combined Plan Requirements

Districts who will be utilizing the combined plan flexibility must write and submit their improvement plan using the district's UIP template. All district and school level requirements must still be met in a combined plan, including any special expectations associated with a grant, program, or identification. The following are some specific recommendations to meet planning requirements:

- Provide an analysis of data for each school. At a minimum, provide an analysis for each performance indicator (e.g., achievement, growth, post-secondary workforce readiness) where the district and/or the school(s) did not meet state expectations (i.e., approaching, does not meet).
- Identify trends, priority performance challenges (PPCs), root causes, and major improvement strategies aligned to each of these indicators for both the district and the school(s). See examples below:
  - **Priority Performance Challenge:** The district is not meeting expectations in math for both CMAS and PSAT/SAT, and over the last three years, all three schools have had at least a mean scale score gap of 10 points compared to the “meets achievement” expectation.
  - **Root Cause:** Current curriculum and scope/sequence across all schools are tied to textbooks and other resources as opposed to state standards. This causes gaps in skills as students progress through our school system, and especially as they transition from one school to another (e.g., elementary to middle school).

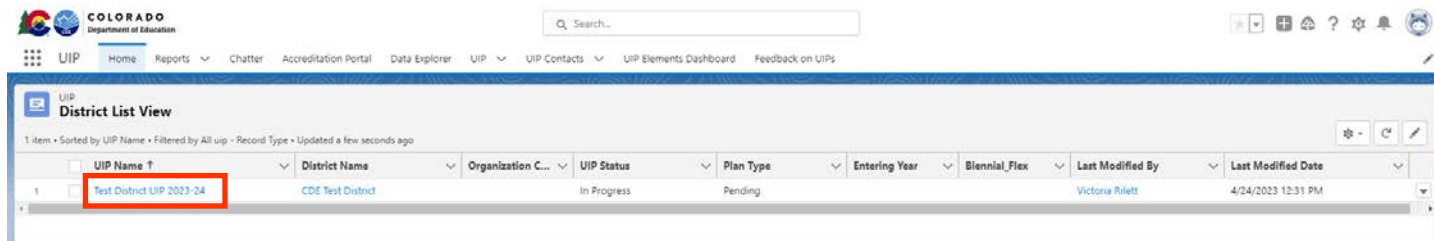
## Combined School Accountability Committees (SAC) and District Accountability Committee (DAC)

School districts with less than 1,000 students may have their DAC serve as their SAC, meaning there may be just one accountability committee in the district.

## Navigating the UIP Online System

### Viewing Combined Plan Eligibility

Information regarding the district's eligibility to submit a combined plan can be found in the district's current UIP. Begin by accessing the current district UIP template by clicking the UIP name under the “District List View” on the Home screen. This action will take users to the “UIP Details” page of the current district UIP.



UIP Name	District Name	Organization C...	UIP Status	Plan Type	Entering Year	Biennial_Flex	Last Modified By	Last Modified Date
Test District UIP 2023-24	CDE Test District		In Progress	Pending			Victoria Rieft	4/24/2023 12:31 PM

On the “UIP Details” page, refer to the “Combined Plan Eligible” field to determine if the district is eligible to submit a combined plan. The “Combined Plan Approved Instructions” field provides additional information about combined plan eligibility.



Q Search...

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UIP **Test District UIP 2023-24**

Related	Details
UIP Name	Test District UIP 2023-24
UIP Status	In Progress
District Name	CDE Test District
Organization Code	
School Name	
School Code	
Last Modified By	Victoria Rilett, 4/24/2023 12:31 PM
Record Type	District UIP 2023
UIP Annual CDE Plan	2023 District Template
Combined Plan	<input type="checkbox"/>
<b>Combined Plan Eligible</b>	<b>Yes</b>
Combined Plan Approved	<input checked="" type="checkbox"/>
January Submission	<input type="checkbox"/>
Copy from Last Year Done	<input type="checkbox"/>
Combined Plan Approved Instructions	The district has been approved to submit a combined improvement plan. To submit a combined improvement plan, be sure to check the "combined plan" box in the UIP Details page of the Online System. Refer to the Combined Plan Guidance for further information: <a href="https://www.cde.state.co.us/uiip/combined_plan_guidance">https://www.cde.state.co.us/uiip/combined_plan_guidance</a> .

**Activity**

Upcoming

Eligibility information is also available inside the district UIP template. Click the "UIP Home" button in the top right corner of the UIP Details page to enter the district UIP template.

Q Search...

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UIP **Test District UIP 2023-24**
**UIP Home** Submit for Public Posting

Related	Details	Activity	Chatter
UIP Name	Test District UIP 2023-24	Section II Complete	

Filters: All time • All activities • All types

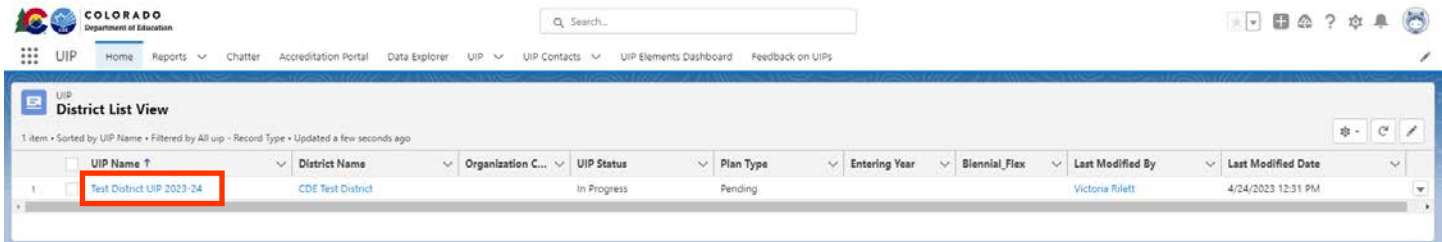
Users enter the template on the "My District" tab of the UIP. Scroll down to the "Plan Details" section of this tab and refer to the row labeled "Combined Plan Eligibility" to view eligibility information.

District Information	Plan Details		
Principal Name:	State Identification:	Pending	
Phone Number:	Federal Identification:		
Grades Served:	Requirement	Description	Utilizing Flexibility
School Website:	UIP Deadline	CDE recommends that the district prepare to submit a plan for public posting on or before October 16, 2023. In the case that the district earns an accredited rating of performance or distinction on the 2023 frameworks, the district will be eligible for biennial flexibility. ;	<input checked="" type="checkbox"/>
If this information is incorrect, it can be updated in the Directory collection in Pipeline	<b>Combined Plan Eligibility</b>	The district has been approved to submit a combined improvement plan. To submit a combined improvement plan, be sure to check the "combined plan" box in the UIP Details page of the Online System. Refer to the Combined Plan Guidance for further information: <a href="https://www.cde.state.co.us/uiip/combined_plan_guidance">https://www.cde.state.co.us/uiip/combined_plan_guidance</a> .	<input checked="" type="checkbox"/>
	UIP Status	In Progress	

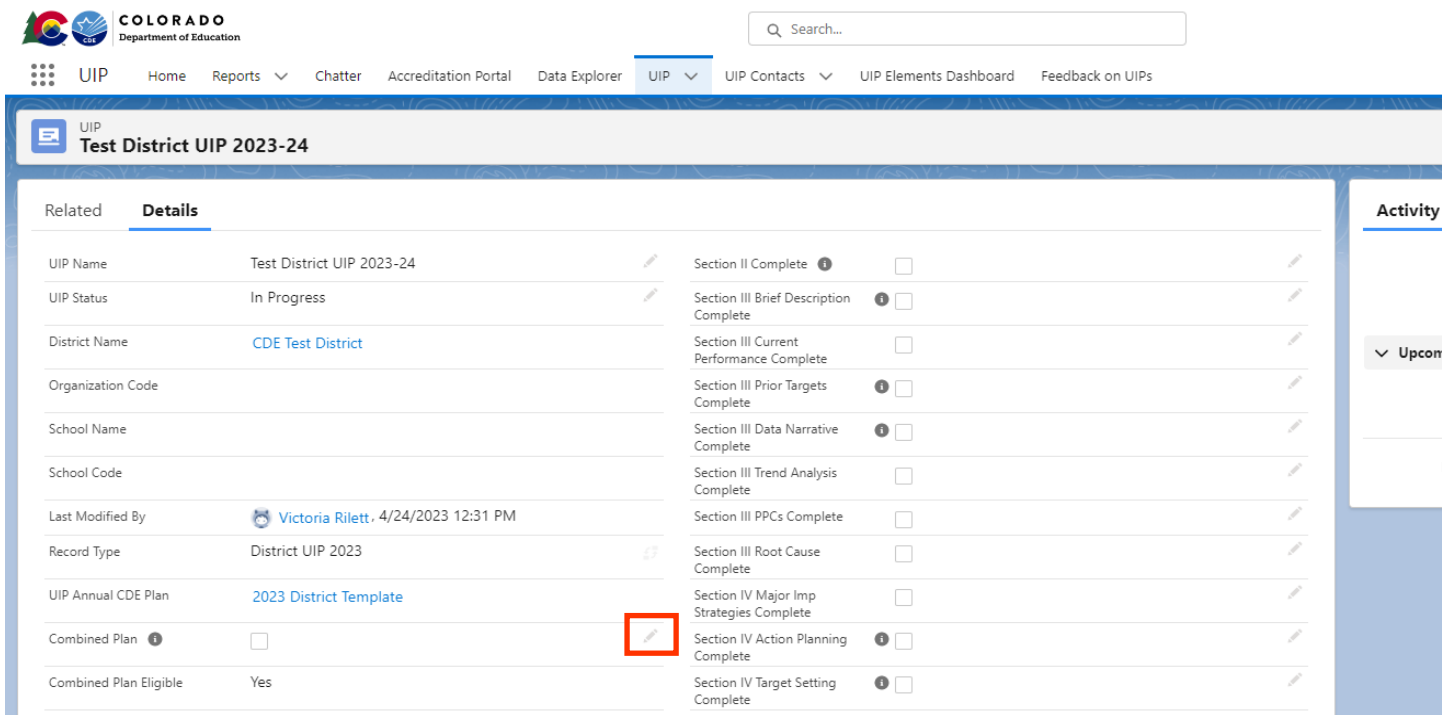


## Submitting a Combined Plan

A combined plan must be completed and submitted in the district UIP template. Begin by accessing the current district UIP template by clicking the UIP name under the “District List View” on the Home screen. This action will take users to the “UIP Details” page of the current district template.



On the “UIP Details” page, click the pencil in the “Combined Plan” row. Check the box to indicate that the district is submitting a combined plan and click the “Save” button.





Search...

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**UIP**  
**Test District UIP 2023-24**

**Related** **Details**

*UIP Name	Test District UIP 2023-24	Section II Complete	<input type="checkbox"/>
UIP Status	In Progress	Section III Brief Description Complete	<input type="checkbox"/>
District Name	CDE Test District	Section III Current Performance Complete	<input type="checkbox"/>
Organization Code		Section III Prior Targets Complete	<input type="checkbox"/>
School Name		Section III Data Narrative Complete	<input type="checkbox"/>
School Code		Section III Trend Analysis Complete	<input type="checkbox"/>
Last Modified By	Victoria Rilett, 4/24/2023 12:31 PM	Section III PPCs Complete	<input type="checkbox"/>
Record Type	District UIP 2023	Section III Root Cause Complete	<input type="checkbox"/>
UIP Annual CDE Plan	2023 District Template	Section IV Major Imp Strategies Complete	<input type="checkbox"/>
Combined Plan	<input checked="" type="checkbox"/>	Section IV Action Planning Complete	<input type="checkbox"/>
Combined Plan Eligible	Yes	Section IV Target Setting Complete	<input type="checkbox"/>
Combined Plan Approved	<input type="checkbox"/>		
January Submission	<input type="checkbox"/>		
Copy from Last Year Done	<input type="checkbox"/>		
Combined Plan Approved Instructions	The district has been approved to submit a combined improvement plan. To submit a combined improvement		

Cancel Save

**Activity**  
 Upcoming  
 No p

**Behind the Scenes:** Once the district plan is submitted for posting, the district UIP status will change from “In Progress” to “Submitted for Posting.” When a district UIP is submitted for posting and the “Combined Plan” checkbox has been checked, the status for **all** of the school UIPs will be changed to “Combined Plan Submitted.” **If there will be separate plans for certain schools, districts must email [uiphelp@cde.state.co.us](mailto:uiphelp@cde.state.co.us) to explain which schools are included in the district’s combined plan.** CDE will manually update the UIP status of schools not included in the combined plan.

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**UIP**  
**District List View**

UIP Name	District Name	Organization C...	UIP Status	Plan Type	Entering Year	Biennial Flex	Last Modified By	Last Modified Date
Test District UIP 2023-24	CDE Test District	8888	Submitted for Posting	Pending			Victoria Rilett	4/24/2023 1:28 PM

**UIP**  
**School List View**

UIP Name	District Name	Organizat...	UIP Status	School Name	School Co...	Plan Type	Entering ...	Biennial...	Last Modified Date	Last Modified By
Test School UIP 2023-24	CDE Test District	8888	Combined Plan Submitted	CDE Test School 1	1234	Pending			4/24/2023 1:28 PM	Victoria Rilett