





Creating and naming your school improvement plan for a new year

Critical due dates and reminders

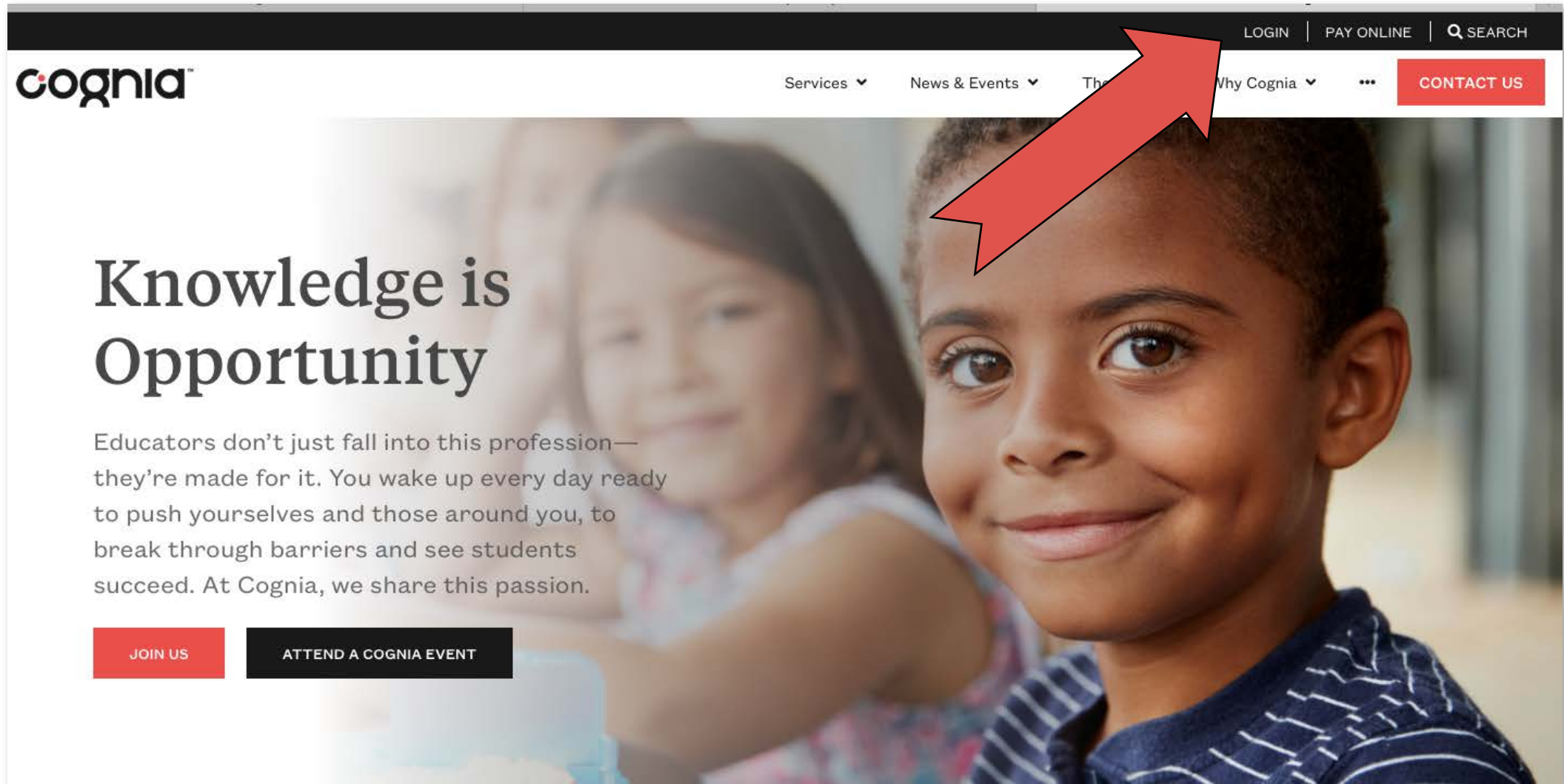
- Spring of each year: Current plan should be evaluated and marked complete.

My Plans (1 plans) 🔍 New Plan

Name	Institution	Creator	Last Modified	Start Date	End Date	Status	⋮
2020-2021 Central Campus High School	Minot High School-... Minot, North Dakota	Bill Cox Minot High School-...	03/08/2021				

- Due date of each year: New plan copied, renamed, and adjusted.
- For a historical reference do not delete or rename current year's plan.

Go to www.cognia.org – select “LOGIN”



The image shows a screenshot of the Cognia website homepage. At the top, there is a navigation bar with the Cognia logo on the left and several links on the right: "LOGIN", "PAY ONLINE", and "SEARCH". Below the navigation bar, there are dropdown menus for "Services", "News & Events", "The", and "Why Cognia". A red arrow points from the "LOGIN" link in the navigation bar towards the center of the page. The main content area features a large background image of two young children, a girl and a boy, smiling. The text "Knowledge is Opportunity" is prominently displayed in a large, bold font. Below this, a paragraph of text reads: "Educators don't just fall into this profession—they're made for it. You wake up every day ready to push yourselves and those around you, to break through barriers and see students succeed. At Cognia, we share this passion." At the bottom of the main content area, there are two buttons: a red button labeled "JOIN US" and a black button labeled "ATTEND A COGNIA EVENT".

cognia™

Services ▾ News & Events ▾ The Why Cognia ▾ ... CONTACT US

LOGIN | PAY ONLINE | SEARCH

Knowledge is Opportunity

Educators don't just fall into this profession—they're made for it. You wake up every day ready to push yourselves and those around you, to break through barriers and see students succeed. At Cognia, we share this passion.

JOIN US ATTEND A COGNIA EVENT

Log into the Cognia Improvement Platform

Login

Email Address

Password

Login

[Request Password](#) [Contact us for login help](#)

or log in to
ASSISTTM

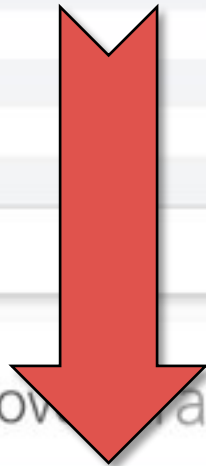
myJourneyTM

Open Strategies module

Plans

All (24) 

	Strategies
Elementary Schools	14
Middle Schools	3
High Schools	4
District	3
Total:	24



 e Provide Strategies

[Go to strategies](#)

Assessments

Formative Assessment

Cognia Formative Assessment is a set of resources that elicit evidence of student understanding in mathematics, reading, and STEM to inform teaching and learning in real time.

These resources are grouped to target a single skill or cluster of skills to meet the learning needs of individual students.

[Go to Assessments](#)

Search by full school/system name


Which institution would you like to view?






Search by Institution name, location or customer number


🔍 Search

Find the LATEST saved plan and select the action menu (three dots)

My Plans New Plan

Name	Institution	Creator	Last Modified	Start Date	End Date	Status
2020-2021 Minot Public School District Continuous Improvement Plan	Minot Public School District #1 <i>Minot, North Dakota</i>	Pam Stroklund <i>Minot Public School District #1</i>	01/08/2020	05/01/2020	05/31/2021	

-  Open
-  Edit
-  Download
-  Delete
-  Copy



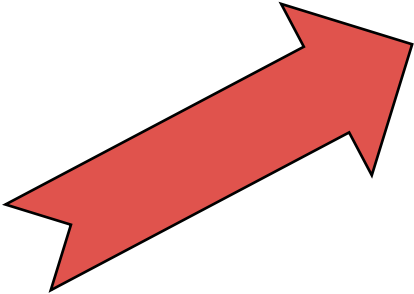
Select “Copy”

My Plans

New Plan

Name	Institution	Creator	Last Modified	Start Date	End Date	Status
2020-2021 Minot Public School District Continuous Improvement Plan	Minot Public School District #1 <i>Minot, North Dakota</i>	Pam Stroklund <i>Minot Public School District #1</i>	01/08/2020	05/01/2020	05/31/2021	

- ⋮
- Open
- Edit
- Download
- Delete
- Copy



Follow the 4 steps as directed to copy

Copy Plan

1 — 2 — 3 — 4

Create a New Plan with information imported from State Plan .

Step 1:

Please review your current Vision, Mission, and Belief Statements. If there are no changes check the box to include your new plan. Next, add the Priority Statement(s) that will continue to connect to your new plan. Then select "Next" to proceed.

Vision, Mission, and Belief Statement

Check box to include the Vision, Mission, and Belief Statements

Add Priority Statement(s)*

Select one or more Priority Statements

* Indicates required field

Next

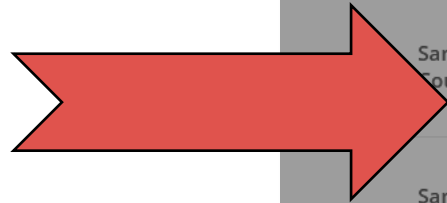
Select each item to carry over to the new annual plan OR “Select All...”

The screenshot shows a 'Copy Plan' dialog box overlaid on a 'My Plans' interface. The dialog has a red header with a 'Copy Plan' title and a close button. Below the header is a progress indicator with four numbered steps (1, 2, 3, 4). The main content area contains a list of priority statements, each with a checkbox. The first checkbox is checked, and the text 'Select All Priority Statements' is displayed above the list. The list items are:

- Establishing and documenting processes and steps for monitoring and evaluating learning environments can ensure all school leaders observe and rate learning environments within their schools.
- Using a variety of virtual communication methods can improve stakeholder engagement.
- Upgrading the technology infrastructure of the school would enhance student access to online learning courses.
- Implementing personalized learning instruction can improve student readiness for middle school.

At the bottom of the dialog, there is a summary bar that reads 'All Priority Statements Selected (4)'. Below this bar is a note: '* Indicates required field'. A red 'Next' button is located at the bottom right of the dialog.

At step 4, rename your plan to your established naming convention for your state, system, or school (example: 2021-2022 Sunshine Elementary School Continuous Improvement Plan)



Copy Plan

1 — 2 — 3 — 4

Step 4:
Please enter a name for your new plan and select the beginning and end dates for your new plan. Then select "Add New Plan" to complete.

Name your Plan*

Enter a new plan name Remaining: 80

Select Target Dates

Start Date End Date

* Indicates required field

Previous Add New Plan

Name	Institution	Date
Sample	Improvement Services	
Sample - Clark County	Improvement Services	
Sample Plan 2020-2024	Improvement Services	
State Plan	Improvement Services	
Trusted Partners	Improvement Services	Amy McVey Improvement Services 09/18/2020

Continuing step 4, set your target dates of Start Date of May 1, 2021 and End Date of April 30, 2022

My Plans (18 plans)

Name	Institut
Sample	improve Services
Sample - Clark County	Improve Services
Sample Plan 2020-2024	Improve Services
State Plan	Improve Services
Trusted Partners	Improvement Services

Copy Plan [Close]

1 — 2 — 3 — 4

Step 4:
Please enter a name for your new plan and select the beginning and end dates for your new plan. Then select "Add New Plan" to complete.

Name your Plan*

Remaining: 80

Select Target Dates

Start Date

End Date

* Indicates required field

Previous Add New Plan

At step 4, select Add New Plan

Copy Plan [Close]

1 — 2 — 3 — 4

Step 4:
Please enter a name for your new plan and select the beginning and end dates for your new plan. Then select "Add New Plan" to complete.

Name your Plan*

Remaining: 80

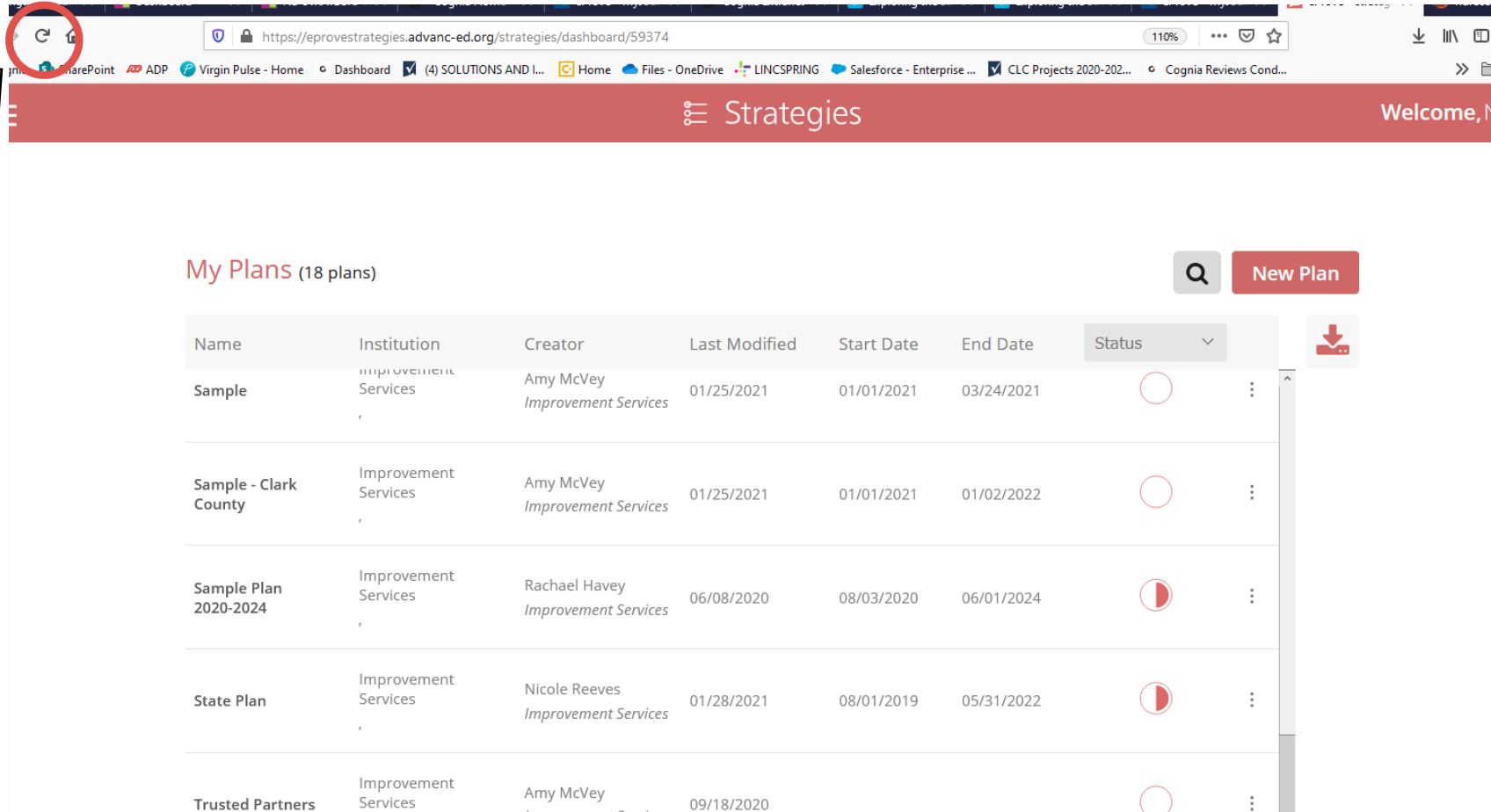
Select Target Dates

* Indicates required field

My Plans (18 plans)

Name	Institut
Sample	improve Services
Sample - Clark County	Improve Services
Sample Plan 2020-2024	Improve Services
State Plan	Improve Services
Trusted Partners	Improvement Services

Refresh your browser and new plan will appear



The screenshot shows a web browser window with the URL <https://eprovestrategies.advanc-ed.org/strategies/dashboard/59374>. The browser's refresh button is circled in red, and a large red arrow points to it from the left. The page content includes a header with the word "Strategies" and a "Welcome, Ni" message. Below the header is a section titled "My Plans (18 plans)" with a search icon and a "New Plan" button. A table lists several plans with columns for Name, Institution, Creator, Last Modified, Start Date, End Date, and Status. The status column contains circular progress indicators.

Name	Institution	Creator	Last Modified	Start Date	End Date	Status
Sample	Improvement Services	Amy McVey <i>Improvement Services</i>	01/25/2021	01/01/2021	03/24/2021	
Sample - Clark County	Improvement Services	Amy McVey <i>Improvement Services</i>	01/25/2021	01/01/2021	01/02/2022	
Sample Plan 2020-2024	Improvement Services	Rachael Havey <i>Improvement Services</i>	06/08/2020	08/03/2020	06/01/2024	
State Plan	Improvement Services	Nicole Reeves <i>Improvement Services</i>	01/28/2021	08/01/2019	05/31/2022	
Trusted Partners	Improvement Services	Amy McVey	09/18/2020			



Adjust and update new plan as needed to reflect your continuous school improvement work.