

Board Development Series
June, 2018
“Create Accountability”

Accountability Checklist

- The school has a K-3 state-approved assessment for determining reading deficiency.
- The school has a schedule that ensures the administration of the state-approved assessment for all K-3 students within the first 30 days of school.
- The school has a written policy for how it will determine reading deficiency for all K-3 students; specifically for 3rd grade students that may be retained.
- The school has a written process for how it will communicate with all K-3 parents concerning identification of a reading deficiency.
- The school has a written process for developing and implementing the Individual Reading Improvement Plans for all K-3 students identified as having a reading deficiency.
- The school has adequate staff to implement the Individual Reading Improvement Plans for all K-3 students identified as having a reading deficiency.
- The school has a written Home Reading Plan for all K-3 students identified as having a reading deficiency.
- The Board has a written plan of accountability for the administrator that outlines his/her responsibilities related to implementation of Michigan’s Third-Grade Reading Law.
 - If applicable, the expectations of the administrator’s accountability plan have been communicated to the administrator and is included in the administrator’s annual performance evaluation.
- I understand my responsibility as a Board member to “create accountability” related to Michigan’s Third-Grade Reading Law.
- I understand my responsibility as an administrator to “create accountability” related to Michigan’s Third-Grade Reading Law.

Action Needed:

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