

UNIT / DIVISION / DEPARTMENT INFORMATION

Unit Name	Instructional Services	Department Name	Nevada Alternate Assessment
Division Name	Student Services Division	School Year	2018-2019

IDENTIFY GOALS AND ACTION STEPS

Select two areas in need of improvement from your list of concerns. Use the space below to identify the goal for each concern.

GOAL ONE

Determine the reason that the number of survey completions were so low in order to show a response increase of 5%.

Action Steps	Increase the number of surveys to at least ten.
Personnel Responsible	Patricia Schepers
Monitoring Plan (Evidence/Data the action step has occurred)	Encourage staff and community to provide feedback in the next round of surveys.
Timeline	18-19 school year

GOAL TWO

Increase the percentage of individuals responding to the survey to 5%.

Action Steps	Encourage staff and community to provide feedback in the next round of surveys.
Personnel Responsible	Patricia Schepers
Monitoring Plan (Evidence/Data the action step has occurred)	Encourage staff and community to provide feedback in the next round of surveys.
Timeline	18-19 school year