

Local Education Agency (LEA) Consolidated Accountability Plan (L-CAP) Template: SY2024–25

Introduction

Welcome to the Local Education Agency Consolidated Accountability Plan (L-CAP) template. This template provides background information about the L-CAP as well as detailed instructions that guide you through its completion. If at any point you need to save your work and continue filling out the L-CAP later, use the "Save and Continue" option located in a bar on each page. A link will be emailed to you that will allow you to return to the template later without losing the information you've already entered. For additional support in completing the L-CAP template, please reference the [L-CAP Implementation Guide](#).

The template is organized in the following sections:

1. **Background and Purpose:** This section provides context for what the L-CAP is and why it needs to be completed.
2. **The Improvement Process:** This section provides an overview of the WSIF school identification timeline to help you situate the L-CAP in the larger school identification process.
3. **Information:** This section begins the information entry portion of the L-CAP and asks you to enter logistical information about your LEA.
4. **Community Feedback and Involvement:** This section is where you can elaborate on how you will engage with the community in support of identified schools.
5. **Examining Inequities:** This section is where you will have the opportunity to describe how you will examine and address inequities in identified schools.
6. **Identify System Goals and Describe Improvement Activities:** This section is where you will identify the high-leverage goals and evidence-based practices your LEA will use to support the Tier 1, Tier 2, Tier 3, and Tier 3 Plus schools.



7. **Progress Monitoring Measures:** This section is where you will describe what measures/data will be used to progress monitor the effectiveness of the evidence-based practices in supporting the LEA's high-leverage systems goals.
8. **Budget/Funding:** This section is where you will account for how all improvement activities (evidence-based practices) will be budgeted for and funded and/or resourced.

Background and Purpose of the L-CAP

In accordance with Washington's ESSA Consolidated Plan and beginning in the 2024–2025 school year, each Local Education Agency (LEA) that contains one or more schools identified as eligible for Tier 1, Tier 2, Tier 3, or Tier 3 Plus improvement supports must complete an LEA Consolidated Accountability Plan (L-CAP). The completed plan must be submitted to OSPI through [OSSI's Basecamp site](#).

The purpose of the L-CAP and progress monitoring is to grow equitable opportunities and outcomes for students by:

- increasing transparency of improvement supports for leadership teams and learning communities;
- identifying opportunities for additional supports within systems for students where they are most needed;
- guiding effective, [evidence-based improvement practices](#), documenting progress toward systems-level goals, and making data-informed adjustments to supports implementation; and
- documenting areas of opportunity to elevate and strengthen student and community voice within the school improvement process.

LEAs' school improvement strategies should be informed by both state and local data. These strategies should demonstrate a reliance on evidence-based practices, highlight the cultural relevance of their supports, and elevate equitable opportunities for students by increasing academic and social and emotional well-being and safety.

The Improvement Process

LEAs that must complete an L-CAP will carry out the following:

1. **Identification:** Schools receive their WSIF identification and become eligible for various tiered supports as described in Washington's ESSA Consolidated Plan.
2. **Comprehensive Needs Assessment (CNA):** After WSIF identification, all schools identified as eligible for improvement supports are required to complete a [Comprehensive Needs Assessment \(CNA\)](#).
3. **School Improvement Plan (SIP):** Using data from the CNA, identified schools generate a SIP outlining building-level goals, as well as associated evidence-based practices, measures, progress monitoring, and budget.
4. **Local Education Agency Consolidated Accountability Plan (L-CAP):** LEAs review all relevant SIPs in their district and generate a district-level plan that outlines the goals, associated evidence-based practices, progress monitoring, and budget that will support identified schools.
5. **Progress Monitoring (by schools, LEAs, SEA):** Schools, LEAs, and SEA engage in regular and ongoing review of the improvement work completed and documented at each level of the education system, according to the [2024-25 WSIF Cycle 3 Year-at-a-Glance](#) **Federal Program Review and Support & WSIF Resource Allocation Review (RAR)** - *if applicable*

If an LEA must undergo a Federal Program Review and Support and/or the WSIF Resource Allocation Review – the OSPI Program Lead will be in communication with LEA leadership to assist in the facilitation of that progress monitoring process.

Information

Please enter information relevant to the Local Education Agency (LEA); i.e., school district, in the table below:

Key Point of Contact for L-CAP (Name):	Click or tap here to enter text.
Email:	Click or tap here to enter text.
District Contact Phone Number:	Click or tap here to enter text.
Title(s):	Click or tap here to enter text.
School District:	Click or tap here to enter text.
ESD (e.g., 101)	Click or tap here to enter text.

Community Feedback and Involvement

Describe the policies and procedures you will use to ensure student voice, staff, and community involvement are incorporated in the design and implementation of your LEA supports.

Click or tap here to enter text.

Examining Inequities

Describe how the LEA will ensure resource inequities are being measured and specifically addressed in building school improvement plans during the LEA progress monitoring process.

Click or tap here to enter text.

Goals and Improvement Activities (Evidence-Based Practices) Section:

In the spaces below, please identify the high-leverage goals and evidence-based practices (interventions, activities, or strategies) of your LEA in support of Tier 1, Tier 2, Tier 3, and Tier 3 Plus schools. Goals should indicate strategies toward supporting specific student groups within your system that, according to your data, have historically been or are currently being unserved/underserved. Consider how serving specific student groups may improve outcomes for all students. **Please include at least two (2) goals**, although there is the option to document up to four (4) goals. You will then describe the specific evidence-based practices the LEA will implement to support each of their goals.

Goal 1:

Please write your Goal 1 in the box below:

Click or tap here to enter text.

Please name the specific student group(s) supported by this goal:

- ☐ All Students
- ☐ American Indian/Alaskan Native
- ☐ Asian
- ☐ Black/African American
- ☐ Hispanic/Latino of any race(s)
- ☐ Native Hawaiian/Other Pacific Islander
- ☐ Two or More Races
- ☐ White
- ☐ English Language Learners
- ☐ Students with Disabilities

What data were used to identify the student groups in this goal?

- ☐ WSIF data
- ☐ District-level data
- ☐ School-level data
- ☐ Other – write in:

What evidence-based practices will you use to support the student group(s) identified in your goal and protect them from biases?

Improvement Activities: Evidence-Based Practices and Data Measures Table

Please indicate at least two (2) evidence-based practices you will implement to support Goal 1. Please also list the data sources that will measure the effectiveness and impact of each evidence-based practice in the "Data Measures" column.

	Evidence-Based Practices	Data Measures
1.	Click or tap here to enter text.	Click or tap here to enter text.
2.	Click or tap here to enter text.	Click or tap here to enter text.
3.	Click or tap here to enter text.	Click or tap here to enter text.
4.	Click or tap here to enter text.	Click or tap here to enter text.

Goal 2:

Please write your Goal 2 in the box below:

Click or tap here to enter text.

Please name the specific student group(s) supported by this goal:

- ☐ All Students
- ☐ American Indian/Alaskan Native
- ☐ Asian
- ☐ Black/African American
- ☐ Hispanic/Latino of any race(s)
- ☐ Native Hawaiian/Other Pacific Islander
- ☐ Two or More Races
- ☐ White
- ☐ English Language Learners
- ☐ Students with Disabilities

What data were used to identify the student groups in this goal?

- ☐ WSIF data
- ☐ District-level data

☐ School-level data

☐ Other – write in:

What evidence-based practices will you use to support the student group(s) identified in your goal and protect them from biases?

Improvement Activities: Evidence-Based Practices and Data Measures Table

Please indicate at least two (2) evidence-based practices you will implement to support Goal 1. These should be retrieved from sources such as [Department of Education \(DOE\) Evidence-Based Interventions](#), [What Works Clearinghouse](#), [OSPI Learning Assistance Program Menu of Best Practices](#), [Continuous School Improvement Resources](#). Please also list the data sources that will measure the effectiveness of each evidence-based practice in the "Data Measures" column.

	Evidence-Based Practices	Data Measures
1.	<input type="text" value="Click or tap here to enter text."/>	<input type="text" value="Click or tap here to enter text."/>
2.	<input type="text" value="Click or tap here to enter text."/>	<input type="text" value="Click or tap here to enter text."/>
3.	<input type="text" value="Click or tap here to enter text."/>	<input type="text" value="Click or tap here to enter text."/>
4.	<input type="text" value="Click or tap here to enter text."/>	<input type="text" value="Click or tap here to enter text."/>

Goal 3 (if applicable: for any additional goals, please copy and paste this section as needed):

Please write your Goal 3 in the box below:

Click or tap here to enter text.

Please name the specific student group(s) supported by this goal:

- ☐ All Students
- ☐ American Indian/Alaskan Native
- ☐ Asian
- ☐ Black/African American
- ☐ Hispanic/Latino of any race(s)
- ☐ Native Hawaiian/Other Pacific Islander
- ☐ Two or More Races
- ☐ White
- ☐ English Language Learners
- ☐ Students with Disabilities

What data were used to identify the student groups in this goal?

- ☐ WSIF data
- ☐ District-level data

☐ School-level data

☐ Other – write in:

What strategies will you use to support the student group(s) identified in your goal and protect them from biases?

Improvement Activities: Evidence-Based Practices and Data Measures Table

Please indicate at least two (2) evidence-based practices you will implement to support Goal 1. These should be retrieved from sources such as [Department of Education \(DOE\) Evidence-Based Interventions](#), [What Works Clearinghouse](#), [OSPI Learning Assistance Program Menu of Best Practices](#), [Continuous School Improvement Resources](#). Please also list the data sources that will measure the effectiveness of each evidence-based practice in the "Data Measures" column.

	Evidence-Based Practices	Data Measures
1.	<input type="text" value="Click or tap here to enter text."/>	<input type="text" value="Click or tap here to enter text."/>
2.	<input type="text" value="Click or tap here to enter text."/>	<input type="text" value="Click or tap here to enter text."/>
3.	<input type="text" value="Click or tap here to enter text."/>	<input type="text" value="Click or tap here to enter text."/>
4.	<input type="text" value="Click or tap here to enter text."/>	<input type="text" value="Click or tap here to enter text."/>

Progress Monitoring Measures

The prompts below provide an opportunity for you to detail how the LEA will progress monitor (i.e., review, approve, examine impact) the development and implementation of School Improvement Plans for schools in each WSIF identification tier that may be in your district (i.e., Tier 1, Tier 2, Tier 3, Tier 3 Plus).

Schools Identified for Tier 1 Supports

If you have schools in your district that have been identified for **Tier 1** supports and will require progress monitoring, please respond below.

Describe how the LEA will progress monitor (i.e., review, approve, examine impact) the development and implementation of School Improvement Plans for all **Tier 1** identified schools. Include which specific data measure(s) the LEA will consider in tracking the impact of supports on individual student groups and how often measures will be tracked.

Click or tap here to enter text.

Outline how the LEA will address and improve inequities of access, opportunity, and attainment for the specific student groups in all schools identified in your district for **Tier 1** supports.

Click or tap here to enter text.

Schools Identified for Tier 2 Supports

If you have schools in your district that have been identified for **Tier 2** supports and will require progress monitoring, please respond below.

Describe how the LEA will review, approve, and progress monitor (i.e., review, approve, examine impact) the development and implementation of School Improvement Plans for all **Tier 2** identified schools. Include which specific measure(s) the LEA will consider in tracking the impact of supports on individual student groups and how often measures will be tracked.

Click or tap here to enter text.

Outline how the LEA will address and improve inequities of access, opportunity, and attainment for the specific student groups in all schools identified in your district for **Tier 2** supports.

Click or tap here to enter text.

Schools Identified for Tier 3 Supports

If you have schools in your district that have been identified for **Tier 3** supports and will require progress monitoring, please respond below.

Describe how the LEA will progress monitor (i.e., review, approve, examine impact) the development and implementation of School Improvement Plans for all **Tier 3** identified schools. Include which specific measure(s) the LEA will consider in tracking the impact of supports on individual student groups and how often measures will be tracked.

Click or tap here to enter text.

Outline how the LEA will address and improve inequities of access, opportunity, and attainment for the specific student groups in all schools identified in your district for **Tier 3** supports.

Click or tap here to enter text.

Schools Identified for Tier 3 Plus Supports

If you have schools in your district that have been identified for **Tier 3 Plus** supports and will require progress monitoring, please respond below.

Describe how the LEA will progress monitor (i.e., review, approve, examine impact) development and implementation of School Improvement Plans for all **Tier 3 Plus** identified schools. Include which specific measure(s) the LEA will consider in tracking the impact of supports on individual student groups and how often measures will be tracked.

Click or tap here to enter text.

Outline how the LEA will address and improve inequities of access, opportunity, and attainment for the specific student groups in all schools identified in your district for **Tier 3 Plus** supports.

Click or tap here to enter text.

Funding

Outline estimated budget for programs and/or resources that will be used for the improvement activities described in the Evidence-Based Practices and Data Measure Table. Detail type of federal and state funding; provide estimated funding amount for each activity or program or improvement support; detail the evidence-based practice being implemented by the funding amount listed and provide total estimated funding amount by summing the estimated funding amount column.

	Type of Federal and/or State Funding	Estimated Funding Amount	Improvement Activity (evidence-based practice) Being Implemented
1.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
2.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
3.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
4.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Total Estimated Funding Amount:		Click or tap here to enter text.	

Next Steps

Thank you for completing the Local Education Agency (LEA) Consolidated Accountability Plan (L-CAP). Shortly, you should receive via email a pdf copy of your completed L-CAP.

Additional supports, such as grant funding and collaboration with Continuous Improvement Partners (CIPs) (for eligible schools), can be found by connecting with the Continuous Improvement Team, within the Office of System and School Improvement (OSSI) at Office of Superintendent of Public Instruction (OSPI) ossi@k12.wa.us.