

**Bureau of School Improvement (BSI) Timeline
2023-24**

Date	Project Description	CSI Graded Schools (C or higher)	CSI Graded Schools (D or F)	CSI Rated Schools	ATSI/TSI Schools
June 30, 2023	Unified School Improvement Grant (UniSIG) amendment deadline for 2022-2023 grant cycle	X	X		
July 31, 2023	2022-23 UniSIG grant cycle ends- Last date for incurring expenditures and issuing purchase orders	X	X		
August 1, 2023	2023-24 UniSIG grant cycle begins	X	X	X	
August 1, 2023	Instructional staff rosters due for Tier 2-3 SI schools, with the exception of Reassignment/ Closure		X		
August 30, 2023	2023-24 SIP to be completed in CIMS for BSI review	X	X	X	
August 30, 2023	2023-24 SIP to be completed in CIMS for district review				X
August 30, 2023	UniSIG budget to be completed in CIMS for BSI review	X	X	X	
August 30, 2023	District UniSIG application to be uploaded to ShareFile	X	X	X	
August 30, 2023	Instructional staff rosters due for Tier 1 SI schools, with the exception of Reassignment/ Closure		X		
September 1, 2023	Memorandum of Understanding (MOU) due to BSI from Tier 1 SI schools and Tier 2 or 3 District Managed Turnaround and External Operator Schools		X		
September 1, 2023	Turnaround Option Plan (TOP)-1 due to BSI for Tier 2, Cycle 1, Year 1 District-managed Turnaround Schools		X		
September 15, 2023	Instructional personnel must be providing direct instruction at an eligible school to receive UniSIG Supplemental Teacher Allocation by this date		X		
September 20, 2023	Date that all obligations are to be liquidated and final disbursement reports (FA 399) submitted to DOE Comptroller's Office for 2022-23 UniSIG grant cycle		X		
September 29, 2023	Instructional Rosters and Administrator Verification Forms due for the UniSIG Supplemental Teacher and Administrator Allocation		X		
September 29, 2023	Revisions to CSI SIPs based on state review to be completed by district- final submission of SIP	X	X	X	
September 29, 2023	Revisions to UniSIG budget based on state review to be completed by district- final submission of UniSIG budget	X	X	X	
September 30, 2023	2022-23 Supplemental Support for CSI Schools Grant budget cycle ends	X			
October 1, 2023	TOP-2 due to BSI for Tier 2, Cycle 1, Year 1 District-managed Turnaround schools		X		
October 1, 2023	23-24 UniSIG Supplemental Teacher and Administrator Allocation budget period begins		X		
October 6, 2023	District confirmation of Supplemental Teacher and Administrator Allocation and 100A due		X		
October 20, 2023	UniSIG Final Disbursement Reports to be submitted (FA399) for 2022-23 grant cycle		X		
October 30, 2023	District to approve SIPs in CIMS for publication	X	X	X	X
November 1, 2023	Quarterly Data Review (QDR)*, Quarter 1 due for all SI schools		X		
November 1, 2023	TOP-1 (3 options) due to BSI for Tier 2, Cycle 1, Year 2 Turnaround Schools and Tier 3, Cycle 2-4, Year 2 Turnaround Schools		X		
November 1, 2023	SIP to be published for public access in CIMS	X	X	X	X

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November 1, 2023	UniSIG budget to be published for public access in CIMS	X	X	X	
November 15, 2023	Annual School Improvement Plan-School Advisory Council (SIP-SAC) Assurances due in CIMS	X	X	X	X
December 11, 2023	Supplemental School Improvement Grant application due	X	X	X	X
January 16, 2024	QDR* due for all SI schools (Quarter 2)		X		
January 24, 2024	UniSIG Supplemental Teacher Allocation rosters due for instructional personnel hired between September 15, 2023 and January 5, 2024 (second submission)		X		
January 31, 2024	TOP-2 (3 options) and proposed contract with External Operator/ Outside Entity or charter due to BSI for Tier 2, Cycle 1, Year 2 Turnaround Schools and Tier 3, Cycle 2-4, Year 2 Turnaround Schools		X		
February 1, 2024	Semester 1 Progress monitoring reports due for students of closed Turnaround schools		X		
March 1, 2024	SIP Mid-Year Reflections due in CIMS for CSI schools	X	X	X	
April 1, 2024	QDR* due for all SI schools (Quarter 3)		X		
May 1, 2024	Final contract for External Operator/ Outside Entity or charter due to BSI for Tier 2, Cycle 1, Year 2 Turnaround Schools and Tier 3, Cycle 2-4, Year 2 Turnaround Schools		X		
May 30, 2024	Last date for Supplemental School Improvement Grant amendments	X	X	X	X
June 15, 2024	QDR* due for all SI schools (Quarter 4)		X		
June 15, 2024	Semester 2 progress monitoring reports due for students of closed Turnaround schools		X		
June 30, 2024	2023-24 UniSIG Supplemental Teacher and Administrator Allocation budget period ends		X		
July 31, 2024	2023-24 UniSIG grant cycle ends- Last date for incurring expenditures and issuing purchase orders	X	X	X	
September 30, 2024	2023 Supplemental School Improvement Grant grant cycle ends- Last date for incurring expenditures and issuing purchase orders	X	X	X	X

All Department of Juvenile Justice (DJJ) schools should follow this timeline. DJJ Unsatisfactory schools will be notified of their specific timeline for SIP revisions and publishing, per Rule 6A-6.109981, F.A.C.

QDR* formerly known as Progress Monitoring Data Review (PMDR).

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Revised: 01/03/2024