

# FINAL REVIEW: DIVISION LITERACY PLAN

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VIRGINIA DEPARTMENT OF EDUCATION

# PURPOSE

- [§ 22.1-253.13:6](#). The Virginia Literacy Act (VLA) passed by the Virginia General Assembly in 2022, and expanded in 2023, focuses on improving literacy outcomes for all students in the Commonwealth. The Virginia Literacy Act (VLA) requires a divisionwide literacy plan as part of a divisionwide comprehensive plan.
- The Board shall, in a timely manner, make available to local school boards information about where current Virginia school laws, Board regulations and revisions, and copies of relevant Opinions of the Attorney General of Virginia may be located online.

# DIVISION LITERACY PLAN

The literacy plan is designed to improve early literacy outcomes for students in grades PK-8 by requiring divisions to address how the local school board will align the mission, vision, and practices with evidence-based literacy instruction practices aligned with science-based reading research.

# Process & Updates to the Division Literacy Plan After Stakeholder Feedback

# STAKEHOLDER ENGAGEMENT

- Following the BOE approval for first review, the Division Literacy Plan was made available for stakeholder feedback through the following opportunities:
  - Submission of public comment emailed to [vla@doe.virginia.gov](mailto:vla@doe.virginia.gov)
  - Engagement sessions with the Virginia Literacy Act Workgroup
  - Focused group sessions with Superintendents, Division-level academic leaders, and English and literacy supervisors.

# OVERVIEW OF STAKEHOLDER FEEDBACK

- December 14, 2023: Virginia Literacy Act Work Group
  - 20 members attended
  - 29 comments submitted
- January 5, 2024: Region 4 Northern Virginia English Language Arts Supervisors
  - 35 members attended
  - 26 comments submitted
- January 8, 2024: Virginia Association of School Superintendents Conference
  - 100+ Superintendents and Assistant Superintendents in Attendance
- January 11 and 18 2024: Virginia Association of School Superintendents Focus Groups
  - 19 members attended
  - 20 comments submitted
  - Discussion among Superintendents at each session; not always in the form of comments

# FEEDBACK HIGHLIGHTS

- Include a box for school divisions to highlight current engagement in the work (e.g., lessons learned)
- In Section Three, change the word, "Attendees" to "Target Audience" and add Date/Year where the date is required to allow for showing the progress of different cohorts/waves
- Add a more columns (gave specific feedback on sections, but overall wanted some additional space to provide details)
- In Section Six – add inclusive language
- Request for a mockup to use a guide
- Comments about a comprehensive literacy plan vs. VLA implementation requirements
- Timeline is tight/challenging (multiple times)
- Need more information on MS curriculum requirements
- Document is straightforward and clear
- Appreciate ease of the document layout and clarity this brings to planning
- Appreciate addressing EL, SPED, and Gifted populations
- Appreciation for feedback rounds and input were expressed in all sessions

# APPLIED REVISIONS BASED ON STAKEHOLDER FEEDBACK

- New submission date: Monday, June 3, 2024 to address timeline feedback
- Updated Section Three to include "Target Audience" and added Date/Year to allow for progress
- Expanded Section Six to be more inclusive of caregivers and community
- Created more space and boxes in each section to provide opportunity for more detail
- Instructions are available as many questions were more about "how" rather than the "what" of the plan.



# Updated Division Literacy Plan Template

# COMPONENTS OF DIVISION LITERACY PLAN (1 OF 2)

## Section One: Planning for Comprehensive Communication

- Communicating a literacy vision
- Providing all stakeholders with information on goals, outcomes, and expectations

## Section Two: Selecting High-Quality Instructional Materials (HQIM)

- Selecting Core, Supplemental, and Intervention curriculum
- Providing supplemental curriculum for special populations

## Section Three: Ensuring Virginia Literacy Act Evidence-Based Reading Research Training

- Selecting evidence-based reading research training
- Providing dates, attendees, and ongoing opportunities
- Training opportunities for HQIM implementation support

# COMPONENTS OF DIVISION LITERACY PLAN (2 OF 2)

## Section Four: Monitoring Student Assessment and Progress

- Monitoring VALLS results and progress
- Providing additional division level progress monitoring tools
- Communicating when/how often tools are utilized to support student progress

## Section Five: Assessing Division Level Progress

- Requiring the division to share how progress will be assessed, monitored, and adjusted as needed

- Section Six: Engaging Parents, Caregivers, and Community

- Communicating strategies to engage parents, caregivers, and community members in literacy development
- Sharing a communication plan for community involvement
- Providing resources and supports for families

# DIVISION LITERACY PLAN SNAPSHOT (1 OF 3)

## DIVISION LITERACY PLAN



### DIVISION CONTACT INFORMATION

School Division:

Superintendent: (First, Last)

Local School Board Chair: (First, Last)

Division VLA Lead: (First, Last)

Local Board Adoption Date for Divisionwide Comprehensive Plan:

### SECTION ONE: Planning for Comprehensive Communication

Directions: Describe the division literacy vision and when and how the vision will be communicated with all stakeholders to be certain that all members of the community understand what progress towards this vision looks like as the VLA is implemented.

School Division Literacy Vision:

STAKEHOLDER GROUP	TIMELINE	PLAN FOR COMMUNICATING
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

### SECTION TWO: Selecting High-Quality Instructional Materials

Directions: List below the HQIM selected from the Virginia Board of Education approved list for each of the following tiers and populations.

	GENERAL EDUCATION	SPECIAL POPULATIONS (ELL, Gifted, SWD)
Core:	<input type="text"/>	<input type="text"/>
Supplemental Instruction: (K-8)	<input type="text"/>	<input type="text"/>
Intervention: (K-8)	<input type="text"/>	<input type="text"/>

### SECTION THREE: Ensuring Virginia Literacy Act Evidence-Based Reading Research Training

Directions: List below the evidence-based reading research training that will be utilized in the division. Include name of training, who will attend each training, and when the training will be provided.

NAME OF TRAINING	TARGET AUDIENCE	DATE/YEAR
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Please describe what additional training will be provided for educators on adopted curricular materials and when this training will occur.

# DIVISION LITERACY PLAN SNAPSHOT (2 OF 3)

**SECTION FOUR: Monitoring Student Assessment and Progress**

Directions: List below the student assessments, screeners, and diagnostic tools that will be utilized in the division. Include how often these tools will be used.

ASSESSMENT	HOW OFTEN	PERSON(S) RESPONSIBLE FOR ADMINISTRATION

**SECTION FIVE: Assessing Division Level Progress**

Directions: Provide below the progress monitoring tools and resources utilized to monitor literacy progress in the division, who is responsible, and how often monitoring will occur.


# DIVISION LITERACY PLAN SNAPSHOT (3 OF 3)

## SECTION SIX: Engaging Parents, Caregivers, and Community

Directions: Complete the chart including information regarding parent and community engagement.

Describe your plan to involve parents and caregivers in the development and implementation of the Student Reading Plans based on diagnostic screener results.

Describe your plan to build successful school, parent, caregiver, and community partnerships especially in relation to literacy development.

Per the Virginia Literacy Act, each local school board shall post, maintain, and update as necessary on each school board's website a copy of its divisionwide literacy plan and the job description and contact information for any reading specialist employed by such school division pursuant to subsection G of [§ 22.1-253.13:2](#) and for any dyslexia specialist employed by such school division The Department shall post each divisionwide literacy plan on its website.

Provide the link to where the divisionwide literacy plan will be housed on your school division website:

## DIVISION LITERACY PLAN CERTIFICATION:

We certify that the information reported in the division literacy plan is accurate. This information includes:

- Section One: Planning for Comprehensive Communication
- Section Two: Selecting High-Quality Instructional Materials
- Section Three: Ensuring Virginia Literacy Act Evidence-Based Reading Research Training
- Section Four: Monitoring Student Assessment and Progress
- Section Five: Assessing Division Level Progress
- Section Six: Engaging Parents, Caregivers, and Community

<div style="background-color: #e6f2ff; height: 30px; margin-bottom: 5px;"></div> <hr/> <p>Division Superintendent/ Authorized Designee Signature</p>	<div style="background-color: #e6f2ff; height: 30px; margin-bottom: 5px;"></div> <hr/> <p>Print Name</p>	<div style="background-color: #e6f2ff; height: 30px; margin-bottom: 5px;"></div> <hr/> <p>Date</p>
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# REMINDER OF TIMELINE FOR IMPLEMENTATION

- SY 2024-2025: Baseline Data Collection
  - Division Literacy Plan submitted from all school divisions – **June 3, 2024**
  - Approval of Division Literacy Plans from VDOE - July 1, 2024
- SY 2025-2026: Year 1 of the Biennial Division Literacy Plan
- SY 2026-2027: Year 2 of the Biennial Division Literacy Plan

To raise awareness of the school divisions' efforts, as well as promote transparency and clarity for all stakeholders across the commonwealth, each Division Literacy Plan will be posted on the VDOE website.

# THE DEPARTMENT'S NEXT STEPS FOR SUPPORT

- Provide instructions and support for the completion of the divisionwide literacy plan
- Host technical assistance for school division leadership teams, VLA and High-Quality Instructional Materials Networking Sessions in all eight Superintendent's Regions for divisions to collaborate throughout Spring 2024 (4 sessions per region)
- Allow opportunity for divisions to make changes prior to moving to a two-year submission schedule
- Provide ongoing feedback and guidance to school divisions through VDOE support sessions



QUESTIONS?