

CIM Step 2—Investigate: Root Cause Analysis

Description

Root Cause Analysis is a required activity for all Targeted Level 3 LEAs participating in CIM Step 2. The LEA will identify one or more Root Causes, including the supporting qualitative and quantitative data, for each problem area the LEA has identified as having priority. The LEA will later address those Root Causes in its Plan for Improvement (Step 3).

LEA Required Tasks

Targeted Level 3 LEAs:

- Identify a Root Cause (at least one) for each data-supported problem area the LEA has identified and chosen as having priority.
- Document completion of the Root Cause Analysis activity by entering the required information into the Root Cause boxes (commencing at box 19) in Stepwell, shown below. Submit to the CDE via Stepwell by **October 10, 2024**.

19) Root Cause #1 and supporting data

[In this box, state the following:

- *The problem area(s) that Root Cause #1 is designed to address*
- *Root Cause #1*
- *A summary of the qualitative and quantitative data supporting Root Cause #1.*

20) Root Cause #2 and supporting data

[If the LEA has identified multiple Root Causes to later address in its Plan for Improvement, in this box state the following:

- *The problem area(s) that Root Cause #2 is designed to address*
- *Root Cause #2*
- *A summary of the qualitative and quantitative data supporting Root Cause #2*

21) Root Cause #3 and supporting data

[If the LEA has identified multiple Root Causes to later address in its Plan for Improvement, in this box state the following:

- The problem area(s) that Root Cause #3 is designed to address*
- Root Cause #3*
- A summary of the qualitative and quantitative data supporting Root Cause #3*

22) Root Cause #4 and supporting data

[If the LEA has identified multiple Root Causes to later address in its Plan for Improvement, in this box state the following:

- The problem area(s) that Root Cause #4 is designed to address*
- Root Cause #4*
- A summary of the qualitative and quantitative data supporting Root Cause #4*