

## CIM Step 3–Plan for Results: Plan for Improvement (CIM Plan)

### Description

All Targeted Level 3 LEAs developing a CIM Plan must submit their plan by **December 6, 2024**. The plan must cover all of the components present on the Plan for Improvement form, the use of which is mandatory for the Targeted Level 3 LEAs. The form is available at [caltan.info](http://caltan.info).

Targeted Level 3 LEAs will use Stepwell to confirm submission of their completed Plan for Improvement form, and they will either place a link to the plan in Stepwell or send their completed plan directly to their FMTA Consultant with a cc to [TargetedMonitoring@cde.ca.gov](mailto:TargetedMonitoring@cde.ca.gov).

### LEA Required Tasks

Targeted Level 3 LEAs:

- Document completion of the Plan for Improvement activity by submitting the Plan for Improvement (CIM Plan) on the mandatory form and entering the required information into the Step 3 boxes (27 and 28) in Stepwell, shown below. Submit the documentation by **December 6, 2024**.

27) *Plan for Improvement link or date which you emailed the above applicable forms to your CDE consultant.*

*[In this box, provide the following:*

- *A link to the LEA's Plan for Improvement (if a link is available)*
- *If submitting by email:*
  - *The date on which the LEA emailed the Plan for Improvement to the assigned Targeted Consultant,*
  - *The name and email address of the Targeted Consultant, and*
  - *The date on which the LEA emailed a copy of the Plan for Improvement to [TargetedMonitoring@cde.ca.gov](mailto:TargetedMonitoring@cde.ca.gov)*

28) *Confirmation: \* In the box below, please type your name and hit the SUBMIT button at the bottom of the page.*