



Self-Assessment Tracking Form: 2026-2027

**Note: This tracking form is not required to be submitted to PSM as part of the Self-Assessment Monitoring Process. It is provided solely as a tool to help track and manage submission timelines.*

PEA:

Required Completion Date	Performance Task	Actual Completion Date
August 24, 2026	SSIP only PEAs submit completed Educational Landscape and Success Gaps Rubric and Action Plan to EMAC application.	
September 14, 2026	PEA submits initial Student Selection List for review by PSM specialist (be sure to utilize the SA Student Selection List with built-in formulas)	
September 15, 2026	SSIP only PEAs submit HLP Self-Assessment	
September 21, 2026	PSM specialist provides feedback on the Student Selection List	
October 1, 2026	SSIP only PEAs submit Literacy Screener Fall data	
October 26, 2026	During this week, the PSM specialist will conduct a check-in meeting (virtually or in person) to discuss the status of activities	
December 1, 2026	SSIP only PEAs complete SSIP and Walkthrough Systems Survey	
December 18, 2026	PEA submits completed initial file review forms, Child Find, and In-by-3 worksheets (if applicable) to the PSM specialist for verification AND completed outcome focus area analysis and action plan submitted to specialist	
January 4, 2027	PSM specialist requests documents from PEA for verification	



Required Completion Date	Performance Task	Actual Completion Date
January 15, 2027	PEA submits requested documents for verification	
February 26, 2027	PSM specialist completes the verification process and provides feedback to the PEA on compliance calls and whether a follow-up visit will be required in May <u>AND</u> PSM specialist provides feedback on outcome focus area and action plan	
March 12, 2027	PSM specialist will conduct check-in meeting with the PEA during the week of March 1 st or March 8 th to discuss trends from student forms, statewide data trends, policies and procedures, and applicable worksheets and forms submitted by the PEA	
April 27, 2027	SSIP only PEAs submit completed HLP Self-Assessment and Success Gaps Rubric and Action Plan to PSM specialist	
May 21, 2027	PSM specialist will conduct follow-up visit during the week of May 10 th or May 17 th to verify any corrections and review subsequent files, if needed <u>AND</u> PEA submits updated Outcome Focus Area Analysis and Action Plan	
June 1, 2027	SSIP only PEAs submit Literacy Screener Spring data	
June 4, 2027	PEA receives a successful completion letter <u>or</u> Written Notification of Findings (WNOF) and completes a Corrective Action Plan (CAP), if applicable	