

# Support Personnel Accountability Report Card (SPARC)

## Submission Review Checklist

<b>Principal's Message</b>	<b>Check</b>
Includes a statement on the school's efforts to support all students in becoming career and college ready.	
Includes a statement on making/keeping your school environment safe with a climate conducive to learning.	
Includes two (2) career and college ready goals you hope to achieve next year.	
Includes a statement regarding the alignment of your SPARC to your Local Control Accountability Plan or Single Plan for Student Achievement.	
<b>Career And College Readiness Student Outcomes</b>	
The introductory paragraph describes the importance of student outcomes in general and references the two outcomes you selected in the career and college readiness categories.	
One Career Readiness and one College Readiness outcomes is indicated.	
Each outcome has a narrative textbox which describes the outcome selected. Data is included in the narrative and clearly describes the data in the chart. The SST contribution for achieving these outcomes is clearly described.	
<b>21<sup>st</sup> Century Skills And Additional Achievements</b>	
The narrative describes 21 <sup>st</sup> Century Skill outcomes your SST supported. The SST contribution for achieving these outcomes is clearly described.	
Up to three additional career and college readiness related achievements are noted.	
<b>School Site Programs And Community Partnerships</b>	
Includes a narrative explaining the importance of career and college programs and community partnerships at your school.	
Includes the program name followed by the resources and/or the elements of the program.	
Includes the community partner's name followed by a brief description of their contribution(s) to your school.	
<b>Student Support Team</b>	
Includes a statement about your school providing an equitable student support system to prepare all students for career and college.	
Includes information about the team members' memberships in professional organizations or associations. Organization/association names are listed.	
The team chart includes each person's position title, number of years in that position, and qualifications. Follow these criteria: <ul style="list-style-type: none"> <li>• A minimum of four (4) service areas must be included.</li> <li>• Qualifications are listed for every team member in the chart.</li> </ul>	
Includes the school contact name, telephone number, and e-mail address of the school site contact person that the public can contact for more information about your school.	