

Finance Division
Strategic Planning for Student Achievement Department

**DOCUMENTATION OF
COMPREHENSIVE NEEDS ASSESSMENT PROCESS**

A comprehensive needs assessment incorporates several components, including data analysis related to student achievement, professional development, school-family relationships, school culture/climate, attendance, suspensions/expulsions, and non-cognitive skills.

Directions: Review and analyze school data, along with the SPSA Evaluation results, and determine possible actions that will help improve teaching and increase student achievement. Schools must use data for school level metrics and student groups related to the metrics that led to the school's identification*. A resource inequity study will support determining potential inequities that can be identified and addressed in your SPSA.

Data reports can be found at: <https://www.sandiegounified.org/my-school>

School Accountability Report Card
ELA-Math Multi-year Demographic Summary
***California Dashboard**
California School Staff Survey
California Healthy Kids Survey

You may want to use a [Data Collection Guide](#) to help determine what data will be collected and determine strengths and gaps at the school.

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DIRECTIONS: Check the groups or committees that participated in the analysis of school data. Who was involved in the self-review/needs assessment process (e.g., SSC, ELAC, PLCs, advisory committees, parents, students)?

Who was involved?	What happened?	Date (s)
School Site Council		
Professional Learning Communities		
Site Governance Team		
English Learner Advisory Committee		
Other		