

High Level Timeline for Development, Submission and Review of the 2020-21 CEP, LTI and ELL/MLL Documents (Revised September 23, 2020 to Reflect Extended Deadlines)

Click [here](#) for detailed guidance and timelines based on School Category/Type

Timeframe	Activity
May 11	Release of guidance and timeline for 2020-21 CEP development to school, districts, and BCO leaders. Note: This year's process and timeline was modified in response to the COVID-19 pandemic.
May 20-21	Webinars for principals and SLTs on the development of 2020-21 CEP SMART Goals.
June-July	Principals and SLTs use the iPlan SMART Goal Builder to develop their 2020-21 CEP goals.
June 12	Principals can upload in iPlan their revised 2019-20 LAP Addendums based on BCO feedback .
By July 13	Principals of CSI and TSI schools submit their 2020-21 CEP Snapshots via email to their superintendents, with a copy to the DSI, DCI, and SDIL/SIM. Click here for detailed guidance.
Summer	Central releases preliminary school-based budgets for SY' 20-21.
By July 24	All principals "submit" their 2020-21 CEP goals and complete their online attestation in iPlan stating that the annual goals align with their preliminary school-based budget.
By July 24	Schools "submit" their draft 2020-21 Language Allocation Policy (LAP) in iPlan for feedback from BCO ELL Directors and teams.
By July 31	Principal receives feedback on their 2020-21 SMART goals provided by the superintendent team/BCO.
By August 7	Principal revises 2020-21 SMART goals based on superintendent/BCO feedback, as appropriate.
By August 14	Superintendent certifies the alignment of CEP annual goals with school-based budgets.
October 13– November 16	All schools use iPlan to enter action plans and progress monitoring targets aligned with their 2020-21 goals.
By November 16	Schools finalize in iPlan their 2020-21 Language Allocation Policy (LAP), 2020-2022 Title III Application (as appropriate) and the 2020-21 Language Translation Interpretation Plan for Parents (LTI).
By November 16	Finalized 2020-21 CEP goals and action plans are "submitted" via iPlan for superintendent review and approval.
December 11- December 23	Schools finalize 2020-21 CEPs based on feedback from superintendent /BCO for approval and public posting. Principal uploads in iPlan the SLT signature page and related documents.
By December 23	Superintendents approve finalized 2020-21 CEP goals and action plans.
By January 8	The approved 2020-21 CEPs are publicly posted in iPlan and on school webpages.
Periodically	Schools monitor progress towards meeting annual goals and update action plans in iPlan, if applicable. Quarterly for CSI/TSI/Receivership schools; at least twice yearly for schools in Good Standing.