

The Office of School and District Improvement  
Georgia Department of Education

Enter date.

**Subject:** Notification of Georgia School Assessment of Performance on Systems

Dear Superintendent [Enter superintendent's name.](#)

One of the requirements for all Comprehensive Support and Improvement (CSI) schools identified by the Georgia Department of Education is participation in a state-led Georgia School Assessment of Performance on Systems (GSAPS). The purpose of the GSAPS is to determine the progress of a school's improvement work as framed within the Georgia System of Continuous Improvement (GSCI) in order to guide the school's improvement plan.

An experienced team of educators will conduct the GSAPS by collecting and analyzing multiple sources of data (i.e., classroom observations, interviews, surveys, and other documents). Within two weeks following the GSAPS, the team leader will present to the principal and district representatives a summary report. The GSAPS results will provide essential information for the development and implementation of school improvement initiatives.

The school observations, interviews, and focus groups for the GSAPS will occur during a one-day visit. Schools are strongly encouraged to (1) upload required documentation for the review to a software platform of their choice and (2) share access to the required documentation with the Area Program Assessment Specialist and Continuous Improvement Team (CIT). The process will require minimal preparation by the school.

The Area Program Assessment Specialist will contact the principals of the CSI schools listed below to share specific details and schedule a GSAPS for the [Enter school year.](#) school year.

School
<a href="#">Enter full name of school.</a>
<a href="#">Enter full name of school.</a>
<a href="#">Enter full name of school.</a>
<a href="#">Enter full name of school.</a>

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

[Enter name of APAS or lead.](#)

Area Program Assessment Specialist  
Office of School and District Improvement

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Richard Woods, Georgia's School Superintendent

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**CC:** [Enter name of principal.](#), Principal  
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