



# PLAN Pilot School Application Process

## Questions and Answers (updated 11/2/23)

### Eligibility

1. Q. The website states that “this opportunity is appropriate for schools and programs”. How is NYSED defining eligible programs for the purposes of this pilot?
  - A. By “program”, NYSED is referring to programs offered by a BOCES approved private special education programs. If your application is not coming from a BOCES or approved private special education program, then the school must be the applicant (not a program within the school).
2. Q. Can a district apply as a whole?
  - A. No, see answer to [Q](#)
3. Q: Can a BOCES apply?
  - A. Yes. A BOCES should specify which of its programs would participate in the PLAN Pilot
4. Q. [Our school] has been operating for 15+ years offering personalized learning, pre-

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### [NYSED PLAN](#)

#### [Pilot School Application Process Background and Considerations](#)

A school that is successfully implementing one type of PBLA model may apply to participate in the pilot to begin implementing a different, complementary model. For example, if the school is already systematically implementing PBLA in its career and technical education (CTE) program and now wishes to implement PBLA in core subject areas, or vice versa (already systematically implementing PBLA in core subjects but now wishes to do so in CTE), the school may apply for the pilot.

Important note: When completing the Pilot School application, such schools should be sure to highly rank their interest in key features of the



Schools that are already successfully implementing a PBLA model are encouraged to participate in the PLAN Pilot as a Mentor School. See [Q25](#) for more information.

5. Q. Does eligibility include schools who may do PBLA, however the PBLA is not an approved initiative by the NYSED?
- A. It is not clear what is meant by “an approved initiative by the NYSED”. As noted in the answer to [Q11](#), New York schools and BOCES currently have flexibility to implement a variety of PBLA approaches (see NYSED [PBLA Fact Sheet](#)). See answer to [Q4](#) for more details regarding the options for PLAN participation by a school that is already implementing PBLA

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## Application Forms and Submission Requirements

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6. Q. We already submitted all of the required forms but subsequently realized we made an error that may disqualify our application. Can we resubmit?
- A. Yes, if you need to change the content of any of your application forms, please simply resubmit the relevant form and include all the correct content. To minimize the need for multiple submissions and any resulting confusion, we ask that you please thoroughly review this Q&A and all [application guidance](#) and carefully proofread all required forms prior submitting your application materials.
7. Q. How can we have the LOI extended for schools who would like to put a letter in? Can you please confirm that the deadline has passed or let me know when the absolute deadline to express intent might be?
- A. As stated under [What Forms Are Required to Apply](#) Notices of Intent (NOI) were requested by Monday, October 2nd, or ASAP thereafter. If a school would like to submit an NOI, they should do so as soon as possible. NYSED does not intend to establish an “absolute deadline to express intent.”
8. Q. If we have multiple schools within our district who would like to apply to be PLAN Pilot schools, would each building need to submit a separate application?



For an application from a BOCES program, the BOCES District Superintendent is required to sign the [School BOCES Commitment Form](#)

Copies of the commitment forms can be found under [What Forms are Required to Apply](#)

10. Q. Just for clarification is the application due date TBD? If not, can you kindly send me the link to the application or supporting documents.

A. No, the application timeline and all submission information and required forms are posted on our [Applying to Become a PLAN Pilot School](#) page. See information and forms under “What is the Application Timeline”, “What Forms are Required to Apply”, and “What is the Application Submission Process and Due Date”

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## Preparing to Apply

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11. Q. Should interested schools begin developing their own rubrics and assessments or should they wait for further guidance?

A. As part of the PLAN program, NYSED is encouraging school communities across the entire state whether or not they are applying to join the pilot—to explore PBLA as a means of promoting students’ deeper learning and higher order thinking skills and to prepare them for college and the workplace. The selection and design of classroom assessments and rubrics is a local decision, and New York schools and BOCES currently have flexibility to implement a variety of PBLA approaches (see NYSED’s [PBLA Fact Sheet](#) for whatever timeline is practicable in their local context. Schools that are selected to participate in the PLAN pilot will receive training and technical assistance to support Pilot School educators in developing rubrics and assessments. Besides developing rubrics and assessments, schools that want to ensure successful PBLA implementation can consider taking important preparatory actions such as

- Developing a collaborative vision, accompanied by clear and consistent messaging about both the “why” and the “how” of the work and grounded in a shared definition of what students should know and be able to do
- Informing the community about the program and cultivating the support of key stakeholders
- Committing to allocate the time and resources necessary to implement PBLA
- Working with the district and/or board to ensure an aligned and supportive policy environment

See presentation on NYSED’s website entitled [NYSED PLAN Pilot School Application Process Background and Considerations](#)

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## Characteristics of Pilot Schools, Number of Pilot Schools and Cohorts

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12. Q. Is there an ideal candidate school that NYSED has in mind? Small school? Large school? Single grade levels?



A. No. NYSED will select a diverse range of schools and small; urban and rural; with different student demographics representing diverse regions of the state. See selection considerations described on our [website](#)

13. Q. Is there a limit to the number of schools that can be accepted into the pilot?

A. NYSED envisions selecting a total of approximately 40 schools—30 Pilot Schools and 10 Mentor Schools—to participate in the PLAN Pilot. [The current application process](#) is for schools interested in participating as a Pilot School. NYSED will also run a process in the coming months for schools that are already successfully implementing a PBLA System to apply to become a PLAN Mentor School. See [Q25](#) for more information on Mentor Schools.

14. Q. We are considering applying to be part of the PLAN Pilot program; however, we are undergoing several initiatives and are not sure we'll have the time, capacity, and manpower to tackle this great opportunity. Will there be an opportunity to join a new cohort during the 2023 School Year?

A. NYSED currently envisions selecting a single cohort of schools in the Winter of 2023/24 to participate in the PLAN Pilot. At this time, there are no plans for future cohorts (See timeline graphic at this [link](#))

15. Q. Our school/district is very interested to pursue PBLA and to be a part of a cohort of PLAN Pilot schools. However, we have had a number of leadership changes over the past two years and may need another year to lay groundwork and be prepared to engage with the PLAN Pilot to the fullest possible extent. Will we have another opportunity to apply for next year and/or are there going to be additional cohorts of PLAN schools in the near future?

A. See answer to [Q4](#).

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## Models and Pilot Networks

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16. Q. Will schools that are selected be grouped together with like schools or similar pilot initiative programs?

A.



and programs are prompted to rank their interest in key features of diverse PBLA models  
answer to [Q16](#) for an explanation of how school networks will be formed

Second, it sounds as though your school might already be successfully implementing a PBLA  
system. **Please read the answer to [Q4](#) for more information on whether your school might be  
better suited to applying to become a Mentor School (see also [Q25](#))**

18. If admitted as a pilot school, could our program be considered as a pilot school under the mentorship of  
INPS [Internationals Network of Public Schools] or an NYCDOE INPS school?

A. There is no guarantee that a Pilot School applicant will be matched with a Mentor School from a  
particular model, for two reasons

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- Professional Learning Communities in each Pilot School encourage educators to sustain



## PLAN Mentor Schools

25. Q. I am inquiring about PLAN Mentor Schools. I see on the PLAN Pilot page that the application process for Mentor Schools is forthcoming. In the meantime, is there information available about what that process might look like and what the role of a Mentor School will be? Questions are arising from buildings who have already implemented some level PBA systems and are questioning their eligibility to be a pilot school.

A. The Pilot School eligibility requirements on NYSED's website have been updated as of 11/2/23.

"Mentor Schools will be exemplars that have successfully implemented an evidence-based PBLA model aligned with the Pilot Network's focus areas. See [RFP #2018 for PLAN Professional Learning Providers](#) for a description of the focus areas. Mentor Schools will serve as models for replication and adaptation, help to transfer knowledge, and provide on-ground support. Teachers and leaders from Pilot Schools will be able to engage in professional learning experiences with Mentor Schools and see firsthand the instructional shifts that they will need to make in their own schools and classrooms.

In the coming months, NYSED will release an application and conduct a selection process to identify approximately 10 Mentor Schools that will be matched with Pilot Schools to establish Pilot Networks which will come together to engage in intensive training, professional development, and peer-to-peer learning and support.

26. Q. If admitted as a mentor school, what would the responsibilities of the school and the district be in order to be a mentor school?

A. Please note that the current application process is only for Pilot Schools. Application for Mentor Schools will be released separately in the coming months. Do not submit a Pilot School application if you are actually seeking to be a Mentor School.

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A. The PLAN Pilot is not only about using performance based assessments, whether





32. Q. If a student is pursuing a Bachelor's degree in a field of study that is not a traditional liberal arts or sciences program, such as a program in a technical or vocational field, will the student be required to complete the same core curriculum as a student pursuing a traditional liberal arts or sciences program?



college and the workplace. Within a system that includes multiple assessment measures, each type of assessment has a valuable role to play, and different types of assessments work together to provide a picture of students' mastery of learning standards. As explained in NYSED's [Disability Fact Sheet](#), New York's statewide assessment strategy values each type of assessment, from the classroom to the state level, and how they can add evidence to answer questions about student





A. See answer to [Q31](#) regarding Regents exam. If this question is about the implementation timeline for NYSED's Graduation Measures initiative, see information on that initiative on NYSED's [website](#).

50. Q.