



Manny Diaz, Jr., Commissioner of Education

## 2017-2018 DISTRICT IMPROVEMENT AND ASSISTANCE PLAN

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20 - Gadsden

Elijah Key, Superintendent

Rachel Heide, Northwest Executive Director

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**Table of Contents**

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<b>Part I: Current District Status</b>	<b>3</b>
<b>Part II: Needs Assessment</b>	<b>39</b>
<b>Goals Summary</b>	<b>41</b>
<b>Goals Detail</b>	<b>41</b>
<b>Action Plan for Improvement</b>	<b>45</b>
<b>Implementation Timeline</b>	<b>52</b>
<b>Professional Development Plan to Support Goals</b>	<b>53</b>
<b>Technical Assistance Plan to Support Goals</b>	<b>55</b>
<b>Budget to Support Goals</b>	<b>57</b>

## I. Current District Status

### A. Supportive Environment

#### 1. Mission and Vision

##### a. District Mission Statement

Our mission is to collaborate with and engage all stakeholders in providing safe, caring, rigorous and engaging environments in which students can learn and succeed.

##### b. District Vision Statement

Gadsden County Public Schools embrace systems of excellence to prepare ALL students to live and successfully compete in a global society. The district is committed to providing safe and supportive learning environments that ensure continuous progress towards high student achievement. Through the collaboration of a caring school community and the allocation of resources, aligned with our mission and goals, we will maximize the opportunities for all students to succeed in life. Gadsden County Public Schools believe that: All students can and will learn when instruction is engaging, rigorous, differentiated and individualized. Everyone must contribute to and be held accountable for student achievement. Each child is important and unique. Understanding and respecting diversity enriches students' lives. Every student has a right to a high quality education. Education is a shared responsibility of the student, parents, educators, and the community. Engaged families combined with highly effective teachers and school leaders are essential to a successful school. A well-trained professional teacher is the most important resource in a child-centered classroom. High-quality customer service is a necessary component of high-quality education. Everyone must be held to the highest ethical standards to achieve excellence. Everyone has the right to feel physically and emotionally safe at school. A highly effective support staff is an integral and essential component of the school district.

##### c. Link to the district's strategic plan (optional).

No strategic plan link stored

#### 2. Supports for School Improvement

##### a. Alignment of Resources

Describe the process through which the district identifies and aligns all district resources (e.g., personnel, instructional, curricular, policy) in order to meet the needs of all students and maximize desired student outcomes. Include the methodology for coordinating and supplementing federal, state and local funds, services and programs to align to interventions in Priority and Focus schools. Provide the person(s) responsible, frequency of meetings, how an inventory of resources is maintained and any problem-solving activities used to determine how to apply resources for the highest impact.

The process is to provide forums (groups of stakeholders using mechanisms that evaluate needs) that ensure there is open communication at all times between different departments through regular meetings with all stakeholder groups to review funding sources and data, including funding from state, federal and local sources, district mission/vision/goals, and the goals/deliverables of all state and federally funded projects to prioritize dollars to the needs of students in the district. These forums, include but are not limited to:

- Budget Meetings
- Staffing Meetings with individual school leaders
- Executive Management Meetings
- Instructional Leadership Meetings
- District Leadership Meetings
- Interdepartmental Meetings

- Federal Program Collaboration Meetings
- Assessment/Data Review Meetings

Include the methodology for coordinating and supplementing federal, state and local funds, services and programs to align to interventions in Priority and Focus schools.

After analysis of needs assessment data, the methodology used is the integration of all district activities with financially informed project strategies to provide clarity and blend important metrics such as start-up costs, time needed, funding status, stakeholders involved, strategies, products, implementation of strategies, and identifying schedules for timely delivery of financially feasible projects designed to raise student proficiency and develop college and career ready graduates.

Provide the person(s) responsible:

- Area Director of Business and Finance
- Area Directors of Education
- Area Director for Support Services
- Area Director of Federal Programs
- Director of Professional Learning
- Director of ESE Services
- Director of MIS-IT Technology
- Coordinator of Parent Services
- Coordinator of Early Learning
- Coordinator of Assessment
- District Instructional Specialists
- Principal Consultant
- Other district staff

Frequency of meetings: Monthly, or sooner as needed.

How inventories of resources are maintained:

- Capitalized resources (over \$750 per single item and useful life of over 1 year) are documented and lists maintained by district inventory specialist.
- Annual reviews of capitalized inventory are conducted with department heads and site leaders verifying location and/or transfer of property.
- Non-capitalized resources (under \$750 per single item and useful life of less than 1 year) that are consumable are not documented, except through review of purchase orders
- Non-capitalized resources (under \$750 per single item and useful life of more than 1 year) purchased through federal funding and are not consumable are kept track of through inventory records in federal programs office and shipment records to sites.
- Inventories of textbook resources are kept by the K-12 department and are tracked through transfer forms and purchase orders; collection of older texts are also tracked and submitted for return to companies and/or disposal.
- Inventories of smaller digital devices purchased with local funding are kept with MIS department and regular review and recall of items is done to update and re-inventory equipment.
- Records of employee assets and their credentials are kept in the district Personnel Office.

Any problem-solving activities used to determine how to apply resources for the highest impact:

- Funding, staffing, and instructional decisions are all driven by data analyses to ensure that the resources are prioritized based on student needs
- Schools identified as focus and priority by the Florida Department of Education are provided extra resources specifically targeted to achievement gaps and student accommodations to close gaps and raise student achievement. The K-12 department provides ongoing daily, weekly, and monthly

services for progress monitoring, teacher modeling, and other technical assistance to these schools. Instructional Specialists are assigned to priority and focused schools and targeted assistance is provided,

- All school staffs are provided ongoing professional development to build teacher quality, ensure highly qualified teaching staff, and to enhance their personal development for retention and sustainability of reform efforts.

#### **b. School Allocation Process**

Describe the way in which the district allocates resources to schools. Include the person(s) responsible for this process, frequency of data review and decision making, and processes used to differentiate and monitor resource supports.

- Staffing resources are allocated based on state and federal dollars generated by student enrollment.
- Federal program resources are allocated on a per student basis based on funding generated for supplemental activities.
- Internal budgets of local and other state dollars are allocated based on student enrollment and/or weighted services necessary to accommodate student needs.
- District operational resources are allocated based on Superintendent and School Board priorities as they implement state and local mandates, legislation, and/or policies.

Include the person(s) responsible for this process:

- Area Director of Business and Finance
- Area Directors of Education
- Area Director for Support Services
- Area Director of Federal Programs
- Director of Professional Learning
- Director of ESE Services
- Director of MIS-IT Technology
- Coordinator of Parent Services
- Coordinator of Early Learning
- Coordinator of Assessment
- District Instructional Specialists
- Principal Consultant
- Other district staff

Frequency of data review and decision making: Daily, weekly, and/or monthly as needed to address student needs and district requirements by state, local, and federal agencies.

Processes used to differentiate and monitor resource supports:

- Regular ongoing review of all funding sources and funding available for instruction and operation of district activities
- Consolidation of all grant and project goals and deliverables, including sources of baseline data and evidence sources, into one document for review by all instructional and district leaders to better align programs, reduce duplication of expenditures and services, and reduce program fragmentation.

#### **c. Modifications to System Policies and Practices**

Identify specific policies and practices the district shall seek to add, modify or remove in order to establish or strengthen systems that support school-based leadership teams to implement interventions. Provide the rationale for the proposed changes and the steps required to make the modifications, including person(s) responsible for implementation and follow-up.

The School Board of Gadsden County has reviewed, revised and/or adopted and approved the following policies as of June 25, 2013 to effectuate a system of support of all schools to implement and achieve school improvement initiatives:

## 2120 - SCHOOL IMPROVEMENT

The School Board supports the concept of school improvement as established by the State Board of Education and will seek to create and/or maintain effective schools as defined by Florida statute. The Board shall annually approve and require implementation of a school improvement plan for each school in the District and shall provide funds to schools for developing and implementing school improvement plans. In addition to adopting a mission statement and educational philosophy for the District, the Board shall create, as needed, policies which support the school improvement process. The Superintendent shall establish administrative procedures which will provide for:

- A. School improvement plans which are developed and implemented by school-based teams, working collaboratively, so that both building level and District level goals for students can be identified and correlated, and then achieved through effective planning, problem-solving, and assessment.
- B. A District-wide, school-improvement plan which provides for building-level decision-making regarding program assessment, curriculum review, determination of performance standards, budgetary review, staff development, and the monitoring and assessment of student outcomes.
- C. Collaboration at both the building and District levels with parents, relevant institutions and groups, especially those in the community, who can support and facilitate school improvement in the District.
- D. A system of school reports and dissemination of information regarding the performance of students and educational programs as required by Florida statute and State Board of Education rule.

In order to enhance school improvement, the Superintendent is authorized to waive any policy that has been enacted in order to comply with the following Federal statutes/regulations and to request waivers from these laws/regulations from the Superintendent of Public Instruction:

Titles I, II, IV, VI, and Part C of Title VII of the ESEA Act of 1965

The Carl Perkins Vocational and Applied Technology Education Act

The General Education Provisions Act

Parts of Education Department General Administrative Regulations

In requesting such waivers, the Superintendent is to abide by the procedures established by the State Department of Education.

## 2700 - ACADEMICALLY HIGH-PERFORMING SCHOOL DISTRICTS

The School Board believes that a goal of any public school system should be to enable each student to achieve to the best of his/her ability. That end, is best achieved through continuous development of the curriculum, the selection, development, and retention of high quality staff members, and the motivation of each individual student, instructional staff member, support staff member, and administrator in the District. Earning designation as an academically high-performing school district must not be viewed as an end unto itself, but rather as the standard for which the District strives each year. Florida statute provides school districts that demonstrate the ability to consistently maintain or improve their high-performing status with exemptions from many requirements set forth in statute and in the rules adopted by the State Board of Education to implement State law.

The District must meet the following criteria if it is to be exempt from requirements in Florida statutes and from the State Board of Education rules that implement those statutes:

- A. earn a grade of "A" for two (2) consecutive years;
- B. have no District-operated school that earns a grade of "F";
- C. comply with all class size requirements;
- D. have no material weakness or noncompliance in its annual financial audit.

An academically high-performing school district, while exempt from a number of statutes and rules that govern school districts, is not exempt from the following:

- A. statutes pertaining to services for students with disabilities; civil rights/discrimination; student health; safety and welfare; student assessment program and school grading system

B. statutes pertaining to financial matters, except that a high-performing district may waive the required program expenditure levels for grades K-12 as specified in Florida Statute

C. statutes pertaining to planning and budgeting, except that a high-performing district may waive the required comprehensive reading plan specified in Florida statute, because these districts are approved to receive the research-based reading instruction allocation without complying with those provisions of law

D. statutes governing election or compensation or district school board members

E. Florida statute relating to differentiated pay and performance pay policies

F. statutes pertaining to educational facilities, except that a high-performing district may waive statutory provisions relating to covered walkways for portables and statutory provisions relating to relocatable facilities over twenty (20) years old

G. statutes pertaining to instructional materials, except that a high-performing school district may waive the requirement to requisition State-adopted instructional materials from the depository of the publisher with whom a contract has been made, and a high-performing school district may also waive the requirement to use fifty percent (50%) or more of the annual instructional materials allocation on items to provide instruction at the level for which the items are designated

Upon earning the designation as an academically high-performing school district, the Superintendent shall submit an annual report to the State Board of Education and the Legislature on December 1st that delineates the performance of District students with regard to the subjects on the State-wide assessment program as required by State law. Academically high-performing school districts retain the designation for three (3) years and may renew the designation if the criteria to do so are met. The requirements for renewal are as follows:

- A. comply with all class size requirements;
- B. have no material weaknesses or noncompliance in its annual financial audit
- C. earns a grade "A" for two (2) years within the previous three (3) year period
- D. have no District-operated school that earns a grade of "F" in any year

If the District is designated as an academically high-performing school district but fails to meet the requirements for renewal, then the Superintendent must provide written notification to the State Board of Education that the District is no longer eligible to be so designated. If the District is designated as an academically high-performing school district and a district-operated school receives a grade of "F" at any time during the three (3) year period, the District loses the designation. If the District meets original eligibility requirements in the future, it can regain the designation. The Superintendent shall develop and update as needed administrative procedures to implement this policy.

#### 2111 - PARENT AND FAMILY INVOLVEMENT IN THE SCHOOL PROGRAM

The School Board recognizes and values parents and families as student's first teachers and decision-makers in education. The Board believes that student learning is more likely to occur when there is an effective partnership between the school and the student's parents and family. Such a partnership between the home and school and greater involvement of parents in the education of their students generally result in higher academic achievement, improved student behavior, and reduced absenteeism. For purposes of this policy, the term "families" is used in order to include student's primary caregivers, who are not their biological parents, such as foster caregivers, grandparents, and other family members. In cultivating partnerships with families and communities, the Board is committed to the following:

##### A. Relationships with Families

1. establishing school environments that are welcoming, supportive, and student-centered;
2. providing professional development for school staff that helps build partnerships between families and schools; 2,3
3. providing family activities that relate to various cultures, languages, practices, and customs, and bridge economic and cultural barriers; 2,3
4. providing coordination, technical support and other support to assist schools in planning and implementing family involvement activities. 3

**B. Effective Communication**

1. providing information to families to support the proper health, safety, and well-being of their students;
2. providing information to families about school policies, procedures, programs, and activities; 2,3
3. promoting regular and open communication between school personnel and students' family members;
4. communicating with families in a format and language that is understandable, to the extent practicable; 2,3
5. providing information that will enable families to encourage and support their students' academic progress, especially in the area of reading; 1
6. providing information that will enable families to encourage and support their students' citizenship, especially social skills and respect for others; 1
7. providing information that will enable families to encourage and support their students' realization of high expectations and setting life-long learning goals; 1
8. providing information and involving families in monitoring student progress; 3
9. providing families with timely and meaningful information regarding Florida's Sunshine State Standards, State and local assessments, and pertinent legal provisions; 2,3
- 10 preparing families to be involved in meaningful discussions and meetings with school staff. 2,3

**C Volunteer Opportunities**

1. providing volunteer opportunities for families to support their students' school activities;
2. supporting other needs, such as transportation and student care, to enable families to participate in school-sponsored family involvement events. 3

**D. Learning at Home**

1. offering training and resources to help families learn strategies and skills to support at-home learning and success in school; 1,2,3
2. working with families to establish learning goals and help their students accomplish these goals;
3. helping families to provide a school and home environment that encourages learning and extends learning at home.

**E. Involving Families in Decision Making and Advocacy**

1. Involving families as partners in the process of school review and continuous improvement planning

involving families in the development of its District-wide parent involvement policy and plan, and distributing the policy and plan to families. 2,3

**F. Collaborating with the Community**

1. building constructive partnerships and connecting families with community-based programs and other community resources; 2,3
2. coordinating and integrating family involvement programs and activities with District initiatives and community-based programs that encourage and support families' participation in their students' education, growth, and development. 2,3

**Implementation**

The Superintendent will provide a comprehensive plan to engage parents, families, and community members in a partnership that supports each student's academic achievement, the District's continuous improvement, and individual school improvement plans. The plan will provide for annual evaluation, with the involvement of parents and families, of the plan's effectiveness and identification of barriers to participation by parents and families. Evaluation findings will be used in the annual review of the Parent and Family Involvement policy and to improve the effectiveness of the District plan. Pursuant to State law, the Superintendent shall develop and annually disseminate a parent guide to successful student achievement, consistent with the guidelines of FLDOE, which address what parents need to know about the educational progress of their students and how parents can help their students achieve in school.



**d. Operational Flexibility**

Provide the district's definition of "operational flexibility" provided to schools implementing a District-Managed Turnaround option under section 1008.33, Florida Statutes, or a Turnaround, Transformation or Restart with EMO model under the SIG 1003(g) program as it applies to school-level autonomy over staffing, scheduling and budgeting.

The responsibility of implementing a school-level turnaround plan is a collaborative effort between the external partner, Area Directors of Education, and the school's principal and teaching staff. Principals in turnaround schools are given the authority to implement a reform plan that is specific to the needs of the school and its students. The principal is given the flexibility to hire staff and develop a team of teachers who are committed to positively impacting school improvement. No teacher will be placed at the school that has not met with the approval of the turnaround principal and other committed staff members who form the school leadership team. The principal will determine if a staff member is not supportive of his/her reform plan to implement turnaround strategies. Staff members who are not supportive of the reform plan will be removed from the school at the principal's request. While the district leadership team, with school leader input, selects district-wide initiatives to be applied to every school, the principals at turnaround schools are given additional flexibility in determining what specific supplemental interventions they feel are necessary to move their students ahead academically. Turnaround principals have flexibility from several district rules on instruction, school schedule, student groupings, and other instructional strategies. In most cases, principals focus first on changing school culture to build both teacher and student expectations.

**3. Sustainability of Improvement**

**a.** Describe how the district will sustain improvements that are a result of the interventions described in Part III of this plan after the schools' Differentiated Accountability designation of Focus or Priority is removed. Include any plans to reorganize personnel, redistribute resources or reach out to community organizations, unions and other partners to build capacity for and sustainability of improvements.

Gadsden County School District has reorganized to focus support for elementary and secondary by establishing area directors of elementary and secondary education. The positions, along with the Educational Management Team (EMT), will provide direction and support to ensure that interventions are delivered and monitored. The superintendent will dedicate resources to the schools so that the implementation of research-based interventions can continue.

The EMT will meet weekly to review student achievement data, prioritize resources, evaluate goal implementation and plan technical assistance at each of the schools. The conversations will inform the focus for the monthly District Leadership Team (DLT) meetings which include school principals. The principals will report to DLT periodically to report student achievement progress and the progress of the interventions that are being implemented. Area Directors of Education and Instructional Specialists will conduct onsite data chats periodically with the principal, assistant principal(s), and the school leadership teams to review and analyze student achievement data and SIP goal implementation. The Instructional Specialists, Director of Professional Learning and Area Director for Federal Programs will continue to prioritize their services to the schools to provide technical assistance and differentiated professional development. The schools will continue to meet with their School Advisory Council quarterly to report student progress and to seek input from these stakeholders on the school's improvement initiatives.

The district will develop long-term plans for the district as a whole to create, maintain, and sustain high academic performance on all school campuses in the district. District leadership will develop staffing plans that include placement of highly qualified and successful school leaders into the schools with the most need to improve academically. Flexibility and staffing will also follow the identified principal to begin the school reform effort. Authority, responsibility, and incentives will be

provided to highly effective school reform teams as they take on new school improvement challenges and implement successful and sustainable programs. The Community Assessment Team (CAT) will review school improvement efforts and provide community and business input. The CAT team will serve as the catalyst to identify and solicit resources from business partners and other city and county agencies that would benefit most from highly skilled graduates. The bargaining unit will be asked to consider school reform efforts in their instructional and non-instructional school employee meetings and work collaboratively with the district to negotiate ways that the teachers can be rewarded for high performance as well as accepting of more responsibility and taking ownership for excellence in teaching and student achievement outcomes.

## B. Stakeholder Involvement

### 1. Parent and Family Engagement Plan (PFEP) Link

A PIP has not been uploaded for this district.

### 2. Family and Community Engagement

**Describe the district's *ongoing* mechanisms for engaging families and the community in school improvement efforts.**

- The District Parent Resource Center will continue to be supported through Title I, IDEA, and General Revenue. Title I Schools' Parent Resource Rooms will be inventoried and will continue to be placed at the school sites where parents have ready access to basic information about their school and their students' academic options.
- The District Parent Resource Center will continue to serve as a clearinghouse for disseminating information to all parents and expanding community involvement activities.
- Parent support is provided for each Title I school in developing and marketing specialized curricular emphasis based on the school's staff and program expertise.
- Area Directors of Education are liaisons to each school for issues and requests to help support students and parents. Types of Parent Involvement include, but are not limited to: Parenting Activities designed to help families understand young adolescent development, acquire developmentally appropriate parenting skills, set home conditions to support learning at each grade level, and help schools obtain information about students.
- Communicating Activities focusing on keeping parents informed through such things as electronic communication, mail and other public notices, memos, report cards, conferences about student work, and school functions.
- Volunteering Activities to incorporate strategies designed to improve volunteer recruiting, training, and scheduling. - This will be done with Vista Volunteers serving as parent liaisons, as funding permits.
- Learning-at-home Activities to allow for coordination of school work with work at home (e.g., goal setting, interactive homework).
- Decision-making Activities designed to solicit the voice of parents in decisions about school policies and practices.
- Collaborating with community activities acknowledging and bringing together all community entities (e.g., with the community, business/industry, and faith-based organizations) with a vested interest in the education of young adolescents and parents as equal partners in their child's education - such as Vista providing volunteers for parent liaisons. Child care will be provided for parents as necessary through school volunteers, Vista parent liaisons at workshops, and through community sponsors as available. Parent Resource Coordinator will present at parent workshops about strategies especially designed to enhance parent engagement. Skylert will be a primary tool used for electronic communication and parent awareness of upcoming activities.

### 3. Engagement of School Leadership

**Describe how the district involves school leadership in the development and implementation of turnaround plans and other school-level interventions.**

The school-level turnaround plans and supplemental activities are developed by school stakeholders in collaboration with district leaders, the instructional specialists, and the services of an external principal consultant. The process starts with an external evaluation of the school improvement plans from the previous year to see if strategies were implemented and led to desired outcomes. Review of the evaluation data with school-level staff and SAC committee stakeholders, encourages discussion of barriers, development of new or revised strategies/goals, and begins to focus school stakeholders on the student needs identified by the results of the state assessment and review of other annual survey data collected by the school and district and submitted to FDOE. Peer review teams, led by an external consultant review school improvement plans to provide peers with promising practices sharing and other ideas to close achievement gaps. Plans are reviewed for alignment with the district curricula and the Florida Standards. Resources are identified to meet strategic outcomes, with a focus on existing resources and any free resources available. Instructional specialists collect repositories of free and/or district developed resources and makes them available to assist all schools in implementing research-based strategies. CPalms and Florida Standards web site links are used to supplement all reading, science, and math instruction and direct development of district resources for schools. Federal funding provides principal consultancy for school leaders on a quarterly basis, with a focus on new or struggling leaders on a monthly basis. District textbook options are presented to a committee of teacher stakeholders and school leaders as textbook adoption cycles dictate to determine which textbook they would like to use as the basal instrument for each content area. District leaders are brought together to review vendor options of supplemental materials available to support their assessed content areas. School leaders are allowed to choose other interventions to support other content areas or focus on enrichment based on their available federal dollars. The district, in conjunction with school level staff, has seriously reviewed the level and amount of different reading interventions available at the schools and has implemented a strategy of core plus one to bring a sharper focus on the use of the intervention materials and the professional development necessary to implement the interventions with fidelity.

## C. Effective Leadership

### 1. District Turnaround Lead

#### a. Employee's Name and Email Address

Milton, Roger, miltonr@gcpsmail.com

#### b. Employee's Title

Superintendent

#### c. Employee's Phone Number

(850) 627-9651

#### d. Employee's Phone Extension

1286

#### e. Supervisor's Name

#### f. Supervisor's Title

Other

#### g. Employee's Role and Responsibilities

The district's turnaround lead is directly responsible for managing the work of the district. The district turnaround lead fosters collaboration among the various departments within the central office, carefully harnessing expertise and resources so that our instructional leaders and teachers are adequately supported in the following areas:

- Data disaggregation and data-based decision making

- Progress monitoring systems
- Differentiated/Tiered professional growth and development

**2. District Leadership Team:**

**Raynak, Rose, raynakr@gcpsmail.com****Title** Other**Phone** 850-627-9651 x 1600**Supervisor's Name** Roger Milton**Supervisor's Title** Superintendent

To provide leadership, coordination and support of federal programs that will enhance opportunities for student growth and improved student performance.

Monitor the implementation of federal programs to ensure compliance with provisions of the grant(s).

Establish and maintain financial records for each funded program to ensure adherence to budget requirements and maintenance of records for fiscal compliance.

Direct the preparation and submission of reports as required for federal and specially funded programs.

Follow-up and resolve findings of external auditors.

Review materials and participate in activities designed to develop expertise in the implementation of prescribed curricular experiences.

Supervise the development, implementation and evaluation of innovative curriculum and instructional techniques provided to students served in federal programs.

**Role and Responsibilities**

Maintain a working relationship with all appropriate governmental agencies.

Use effective communication strategies to interact with a variety of audiences.

Respond to inquiries and concerns in a timely manner.

Ensure information exchange, coordination of efforts and articulation of program and services by working closely with school administrators.

Assist in the development, implementation and evaluation of staff development activities.

Set high standards and expectations for self and others.

Keep up-to-date and well-informed about trends and best practices in assigned area.

Maintain a network of peer contacts through professional organizations.

Promote and support the professional growth of self and others.

Prepare, implement and coordinate federal projects and grants.

Supervise assigned personnel, conduct annual performance appraisals and make recommendations for appropriate employment action.

Recommend the establishment or elimination of special classes, programs and services.

Assist in projecting budgets and personnel needs for federal education programs.

Serve as a program consultant to school personnel with assistance in the identification of program needs and the selection of appropriate materials, supplies and equipment.

Provide input in the planning, modification and construction of educational facilities.

Prepare all required reports and maintain all appropriate records and inventories.

Coordinate the planning, implementation and evaluation of federal programs and services.

Implement and monitor suitable procedures for screening and diagnosis of students' problems.

Implement and monitor procedures for placement, transfer and program completion for students in federal programs.

Assist in maintaining appropriate coordination between federal programs and other programs.

Assist principals, as needed, in the recruitment, selection, placement and appraisal

Perform other duties as assigned.

**Harden, Carolyn, [hardenc@gcpsmail.com](mailto:hardenc@gcpsmail.com)****Title** Administrator**Phone** 850-627-3861**Supervisor's Name** Tammy McGriff**Supervisor's Title** Director

To develop, produce, locate and deliver professional development services and opportunities which are consistent with and supportive of the District's vision and mission for pre-kindergarten programs and services designed to best meet the needs of students.

Oversee the development and maintenance of a master calendar for all pre-kindergarten staff development activities.

Establish goals and objectives for training programs and projects related to the District's prekindergarten instructional program.

Plan and develop in-service programs and activities for teachers, students and families.

Establish short- and long-range plans based on pre-kindergarten student needs, District, state and federal requirements.

Manage the process of budgeting for resources to meet identified pre-kindergarten training needs and plans.

**Role and Responsibilities**

Assist in the development of administrative guidelines for pre-kindergarten staff development.

Assist in the development of policies for pre-kindergarten staff development.

Assist pre-kindergarten staff in keeping up-to-date and well-informed about issues and changes in assigned areas of responsibility.

Implement, monitor and evaluate the education component of the pre-kindergarten program.

Establish and implement procedures to periodically evaluate staff development activities and to make modifications as appropriate.

Provide leadership for conducting periodic assessment of training needs for pre-kindergarten administrative, instructional, non-instructional and support personnel throughout the District.

Access student records on a need-to-know basis and protect their confidentiality.

Provide assistance to schools and departments in designing, scheduling and

delivering appropriate pre-kindergarten staff development activities.

Serve as a resource person to personnel concerning professional growth and development and related staff development activities.

Select, preview, evaluate and disseminate recent and relevant professional and educational materials.

Participate in planning and implementing pre-kindergarten curriculum initiatives to assure in-service support.

Collaborate with other pre-kindergarten personnel as scheduled.

Collaborate with other departments and divisions.

Train staff development deliverers and administrators.

Assist teachers with the development of appropriate instructional learning activities that will complement their lesson plans.

Promote and support professional development for self and others.

Provide instructional staff training in the areas of curriculum, child growth and development, record keeping, student assessment and other related areas.

Use effective communication strategies to interact with a variety of audiences.

Set high standards and expectations for self and others.

Submit accurate reports in a timely manner and maintain all appropriate records.

Keep abreast of latest research relating to pre-kindergarten student needs.

Implement pre-kindergarten education / training programs in a manner which ensures that student growth / achievement is continuous and appropriate for age group and / or student program classification.

Perform other duties as assigned.



**Taylor, Sherrie, [taylors@gcpsmail.com](mailto:taylors@gcpsmail.com)****Title** Administrator**Phone** (850) 627-96511252**Supervisor's Name** Rose Raynak**Supervisor's Title** Director

To facilitate the goals and objectives of the Communities in Schools project and Parent Resource Center.

Select and train all appropriate staff

Establish and maintain appropriate linkages with school district and social service agency personnel

Serve as liaison for parents between the schools, community, District, and the Florida Department of Education.

Submit reports to appropriate state office

Present and carry out operational and strategic plans

Establish and maintain clear documentation of all program correspondence and reports

Oversee coordination of all student and family services from re-positioned staff

**Role and Responsibilities**

Establish and maintain productive working relationship with members of the board of directors

Serve as community contact for interpreting FSA and other test results to parents.

Assist schools in communicating with parents through home visits.

Provide assistance in channeling information throughout the District as it pertains to parents and the community.

Assist school principals in developing, improving and implementing parent services.

Maintain contact and a working relationship with outside agencies.

Develop partnerships with local business and service groups to advance student learning by involving community members in school volunteer programs.

Collaborate with community agencies to provide family support services and adult learning opportunities, enabling parents to more fully participate in activities that support education (literacy).

Attend conferences to keep abreast of changes.

Keep well informed of current trends in curriculum areas.

Provide in-service training opportunities for school personnel to increase school/parent communication and involvement.

Set high standards for self and others.

Work with Board of Directors to develop and implement a multi-year resource development plan focusing on diversified resources

Establish and maintain appropriate linkages with media representatives

Present the Communities in Schools mission, vision, and initiatives within the community

Set up awards programs for district and state assessments, etc.

Provide schools with written communication for parents (Spanish and English versions)

Assist the Board with development and implementation of a public relations plan

Hold group meetings with parents to help them deal with problems and individual needs of their children.

Prepare or oversee the preparation of all required reports and maintain appropriate records.

Provide workshops/training for school advisory councils.

Prepare proposals and applications to potential funding sources

Form a District parent advisory council to include parent representation from each school/community and/or special program.

Conduct periodic assessment of school and community needs

Promote District goals and priorities.

Perform other duties as assigned.

**Gay, Gerald, gayg@gcpsmail.com****Title** Director**Phone** 850-627-6858**Supervisor's Name** Pink Hightower**Supervisor's Title** Director

To enable each student, through safe and efficient transportation, to take full advantage of the complete range of curricular and extracurricular activities offered by the District.

Provide support to schools for pupil transportation services.

Assist department staff in keeping up-to-date and well-informed about issues and changes in assigned areas of responsibility.

Oversee and provide budgetary control for the area of responsibility

Oversee the District's pupil transportation system and develop plans for improvement of services.

Prepare all required reports and maintain all appropriate records.

Assist in the preparation of the budget for the department.

Purchase, maintain and repair all school buses and other vehicles owned by the District.

**Role and Responsibilities**

Consider and recommend special services, bus routes and route extensions. Investigate requests and complaints relating to transportation and respond or make recommendations as appropriate.

Respond appropriately to all emergency situations.

Communicate, through proper channels, to keep the Deputy Superintendent informed of impending problems or events of unusual nature.

Maintain contact with other school districts, governmental agencies and other appropriate organizations related to assigned areas.

Collaborate with other departments and divisions.

Use effective communication strategies to interact with a variety of audiences.

Set high standards and expectations for self and others.

Participate in District management meetings and other activities to enhance professional growth.

Manage and administer personnel development through training, in-service and

other developmental activities.

Promote and support professional development for self and others.

Select, preview, evaluate and disseminate recent and relevant professional materials.

Keep abreast of legal requirements and proposed changes in areas of responsibility and provide advice to the Deputy Superintendent as to their impact on the District.

Exhibit support for the District's vision, mission, goals and priorities.

Make and share decisions in a timely manner.

Address personnel problems promptly and directly.

Respond quickly to emergency situations.

Supervise assigned personnel, conduct annual performance appraisals and make recommendations for appropriate employment action.

Prepare all required reports and maintain all appropriate records.

Assist in the development of short- and long-range District plans.

Use appropriate interpersonal styles and methods to guide individuals and groups to task accomplishment.

Anticipate potential problems and design processes and procedures to address them.

Facilitate problem-solving by individuals and groups.

Perform such duties and responsibilities associated with the American Disabilities Act and OSHA as they relate to assigned areas.

Perform other duties as assigned.

<b>Title</b>	Administrator
<b>Phone</b>	850-627-9651 x 1225
<b>Supervisor's Name</b>	Tammy McGriff Farlin/Dr. Sylvia Jackson
<b>Supervisor's Title</b>	Director
<b>Role and Responsibilities</b>	To coordinate, implement and evaluate assessment programs and services designed to accomplish the goals and mission of the District.
	Assist in the monitoring of the budget for all assigned areas.
	Monitor and maintain accurate and required financial and informational reports and records to ensure compliance provisions of program / project and grants.
	Coordinate the assessment, and delivery of ongoing services (training, school-based, programmatic) of school and District personnel.
	Coordinate and facilitate, when appropriate, responses to fact-finding inquiries, mediation or complaints.
	Coordinate the planning, implementation, articulation and evaluation of assigned areas of responsibility.
	Plan, implement and evaluate services and activities unique to the assigned area.
	Coordinate program planning to involve staff, District and school personnel, community representatives and students when appropriate.
	Maintain a close working relationship with District-based and school personnel to ensure information exchange, coordination of efforts and general support for the decision-making process.
	Serve as a resource person to interpret services offered to school personnel and the community.
	Represent the District in various community committees and activities.
	Coordinate interaction with other departments and schools on issues relevant to program / project.
	Assist in the development, implementation and evaluation of assessment staff development activities.
	Coordinate and conduct in-service.
	Set high standards and expectations for self and others.
	Keep well informed about laws, rules and policies related to areas of responsibility.
	Maintain a network of peer contacts through professional organizations.

Promote and support the professional growth of self and others.

Evaluate data and assist in developing short- and long-range plans.

Provide input to appropriate district personnel regarding upcoming plans, program coordination and assessment developments.

Prepare all required assessment reports and maintain all appropriate records.

Comply with all local, state and federal policies, laws, rules and regulations related to the assigned area.

Assist in the development of assessment activities designed to achieve priority goals identified through the District's planning process.

Provide coordination of initiatives which support the vision and mission of the District and the enhancement of student learning.

Demonstrate initiative in the performance of assigned responsibilities.

Use appropriate styles and methods to motivate, gain commitment, and encourage task accomplishment.

Perform other duties as assigned.

**Brown, Jr, James W., brownjwalt@comcast.net****Title** Other**Phone****Supervisor's Name**

Pink Hightower

**Supervisor's Title**

Assistant Superintendent

To coordinate, implement and evaluate programs and services designed to accomplish the goals and mission of the District.

Assist in the monitoring of the budget for all assigned areas.

Maintain a close working relationship with District-based and school personnel to ensure information exchange, coordination of efforts and general support for the decision-making process.

Serve as a resource person to interpret services offered to school personnel and the community.

Coordinate interaction with other departments and schools on issues relevant to program / project.

Assist in the development, implementation and evaluation of assessment staff development activities.

Coordinate and conduct in-service.

**Role and Responsibilities**

Keep well informed about laws, rules and policies related to areas of responsibility.

Maintain a network of peer contacts through professional organizations.

Promote and support the professional growth of self and others.

Evaluate data and assist in developing short- and long-range plans.

Provide input to appropriate district personnel regarding upcoming plans, program coordination and assessment developments.

Comply with all local, state and federal policies, laws, rules and regulations related to the assigned area.

Assist in the development of assessment activities designed to achieve priority goals identified through the District's planning process.

Provide coordination of initiatives which support the vision and mission of the District and the enhancement of student learning.

Demonstrate initiative in the performance of assigned responsibilities.

Use appropriate styles and methods to motivate, gain commitment, and encourage

task accomplishment.

Perform other duties as assigned.



**McGriff, Tammy, mcgriff@gcpsmail.com****Title** Other**Phone** (850) 627-9651**Supervisor's Name** Roger P. Milton**Supervisor's Title** Superintendent**Role and Responsibilities**

- 1) Assist school principals in supervising, developing and implementing the district's instructional program
- 2) Oversee the formulation of school improvement plans of assigned schools
- 3) Monitor progress of implementation of school improvement plans and provide assistance upon request of the principal
- 4) Coordinate and assist with the adoption, development, revision, and publication of instructional program materials
- 5) Review student assignment procedures, organizational patterns and scheduling of staff and students at elementary and secondary schools
- 6) Routinely visit assigned schools, including classrooms
- 7) Coordinate AdvancED - SACS accreditation activities for assigned schools
- 8) Recommend and coordinate program of instruction for assigned schools
- 9) Manage and monitor grant budgets as assigned
- 10) Coordinate special projects as needed
- 11) Provide assistance for the implementation of the district's Pupil Progression Plan
- 12) Assist in coordination of regularly scheduled principals' meetings
- 13) Assist in the development of the district's Strategic Plan and Code of Student Conduct
- 14) Serve as liaison between assigned schools, the district, and the Florida Department of Education
- 15) Coordinate and collaborate with other district-level staff to ensure consistency of purpose and practice
- 16) Meet regularly with school principals
- 17) Interact with community agencies as necessary or appropriate
- 18) Assist in maintaining appropriate coordination among the basic instructional program and various special programs
- 19) Collaborate as needed with district charter schools
- 20) Keep well informed about current trends in elementary and secondary education
- 21) Assist in the development, implementation, and evaluation of staff development activities
- 22) Promote and support professional development for self and others
- 23) Attend meetings and conferences which promote professional growth that will benefit the district
- 24) Supervise assigned personnel, conduct annual performance appraisals, and make recommendations for appropriate employment action.
- 25) Prepare or oversee the preparation of all required reports and maintain all required records.
- 26) Serve on district committees as assigned.
- 27) Assist in interviewing and recommending personnel.
- 28) Assist in the interpretation of policies, programs, and goals to staff and the public.
- 29) Provide input for the development of the district's budget.

- 30) Perform other duties as assigned.
- 31) Provide leadership and direction for the planning, development, implementation, and evaluation of the district's instructional program.
- 32) Assist assigned schools in resolving problems and satisfactorily addressing complaints.
- 33) Provide leadership to school administrators in matters of emerging curriculum / instructional issues.
- 34) Model and maintain high standards of professional conduct.
- 35) Demonstrate initiative in recognizing needs or potential for improvement and take appropriate action.
- 36) Use appropriate interpersonal styles and methods to guide individuals or groups to task accomplishment.
- 37) Assist in the development of administrative guidelines for schools.

**Jackson, Dr. Sylvia, jacksons@gcpsmail.com****Title** Other**Phone** (850) 627-9651**Supervisor's Name** Roger P. Milton**Supervisor's Title** Superintendent**Role and Responsibilities**

- 1) Assist school principals in supervising, developing and implementing the district's instructional program
- 2) Oversee the formulation of school improvement plans of all assigned schools
- 3) Monitor progress of implementation of school improvement plans and provide assistance upon request of the principal
- 4) Coordinate and assist with the adoption, development, revision, and publication of instructional program materials
- 5) Review student assignment procedures, organizational patterns and scheduling of staff and students at assigned schools
- 6) Routinely visit assigned schools, including classrooms
- 7) Coordinate AdvancED - SACS accreditation activities for assigned schools
- 8) Recommend and coordinate program of instruction for assigned schools
- 9) Manage and monitor grant budgets as assigned
- 10) Coordinate special projects as needed
- 11) Provide assistance for the implementation of the district's Pupil Progression Plan
- 12) Assist in coordination of regularly scheduled principal meetings
- 13) Serve as liaison between assigned schools, the district, and the Florida Department of Education
- 14) Coordinate and collaborate with other district-level staff to ensure consistency of purpose and practice
- 15) Meet regularly with principals of assigned schools
- 16) Interact with community agencies as necessary or appropriate
- 17) Assist in maintaining appropriate coordination among the basic instructional program and various special programs
- 18) Collaborate with district charter schools as needed
- 19) Keep well informed about current trends in secondary education
- 20) Assist in the development, implementation, and evaluation of staff development activities
- 21) Promote and support professional development for self and others
- 22) Attend meetings and conferences which promote professional growth that will benefit the district
- 23) Supervise assigned personnel, conduct annual performance appraisals, and make recommendations for appropriate employment action
- 24) Prepare or oversee the preparation of all required reports and maintain all required records
- 25) Serve on district committees as assigned
- 26) Assist in interviewing and recommending personnel
- 27) Assist in the interpretation of policies, programs, and goals to staff and the public
- 28) Provide input for the development of the district budget
- 30) Provide leadership and direction for the planning, development, implementation,

and evaluation of the district's instructional program

31) Assist schools in resolving problems and satisfactorily addressing complaints

32) Provide leadership to school administrators in matters of emerging curriculum / instructional issues

33) Model and maintain high standards of professional conduct

34) Demonstrate initiative in recognizing needs or potential for improvement and take appropriate action

35) Use appropriate interpersonal styles and methods to guide individuals or groups to task accomplishment

36) Assist in the development of administrative guidelines for schools

**Hightower, Pink, hightowerp@gcpsmail.com****Title** Other**Phone****Supervisor's Name** Roger Milton**Supervisor's Title** Superintendent

To assist the Superintendent by serving as a staff officer, recommending changes in policy and practice, and providing professional growth experiences for all personnel which will enable them to positively impact student learning.

Oversee investigations in matters of possible violations of the Professional Code of Ethics and make recommendations to the Superintendent regarding appropriate employment action / discipline.

Handle personnel grievances.

Assure that all staff development information, records and materials are correct and disseminate as appropriate.

Develop, keep current and implement the Gadsden District Human Resource

Management and Development System (HRMD) for the Districts preparing new principals program.

Plan, organize, schedule, provide and coordinate the two-year training process for the HRMD core training applicants.

**Role and Responsibilities**

Provide training in the use of the HRMD program for principals, directors, supervisors, coordinators and any other appropriate personnel.

Maintain regular liaison with the State Department of Education and other agencies concerned with employee relations and staff development.

Assist in interpreting Florida statutes, State Board of Education rules, Gadsden County School Board policy to employees and the community.

Develop, keep current and implement the Gadsden District Professional Orientation Plan (to include the state competencies) for beginning teachers.

Coordinate the National Board Certification (NBC) process and work closely with teachers who enter the rigorous process which includes extensive professional growth experiences for the applicants.

Maintain thorough and current knowledge and information files of state laws, regulations, proposed legislation, and labor relations case laws concerned with collective bargaining and employee relations.

Coordinate in-service training for management in contract administration and grievance procedures.

Assist in the implementation of the Gadsden County Human Resources Management Development System.

Promote and support professional development for self and others.

Develop a training budget for allocated funds based on the prioritized needs of the District.

Coordinate the revision of the personnel assessment forms, submit annual updates to the State Department of Education and provide appropriate training in the use of the instruments for applicable personnel.

Receive, disseminate to directors, collect, sign, return to universities the appropriate forms and keep records of student teachers on file for future reference.

Plan celebrations for teachers who complete the NBC process and appropriate recognition for those who actually receive national board certification.

Coordinate the pre-service program in the District by working with District directors and colleges and universities personnel to provide field experiences for student teachers within the District.

Develop, keep updated and present annually to the School Board, the Gadsden District Master Plan for Staff Development.

Provide training on the annual update for the Master Plan to directors, principals, curriculum coordinators, school facilities and others as needed.

Conduct annual evaluations of the Master Plan for Staff Development as it relates, and revise as necessary to better meet the needs of the District.

Conduct annual evaluations of the HRMD program and revise process as necessary.

Conduct annual evaluations of the professional development plan process.

Assist the Superintendent in developing and implementing procedures to comply with regulations and policies adopted by the School Board, with particular attention to those related to collective bargaining.

Supervise assigned personnel, conduct annual performance appraisals, and make recommendations for appropriate employment action.

Prepare or oversee the preparation of all required reports and maintain all required records.

Demonstrate support for the District's goals and priorities.

Keep the Deputy Superintendent and other appropriate personnel informed about potential problems, unusual events, or opportunities for improvement.

Assist the Superintendent in the formulation and implementation of strategic planning.

Serve on the Superintendent's Executive Leadership Team.

Model and maintain high standards of professional conduct.

Demonstrate initiative in recognizing needs or potential for improvement and take appropriate action.

Use appropriate interpersonal styles and methods to guide individuals and groups to task accomplishment.

Facilitate problem solving by groups or individuals.

Work with secretary for the department to develop and set guidelines for record keeping procedures for training records of all personnel.

Establish goals and objectives for training programs and projects for District-wide initiatives.

Develop guidelines for the use of training funds and monitor the proper use of funding through the record keeping process.

Develop, keep current and monitor the appropriate use of the Gadsden District Professional Development System in connection with the use of training funds.

Set criteria for participation in the HRMD program, arrange for the screening activities, and select persons for the program based on criteria.

Provide opportunity for qualifying persons to document competencies necessary for principal certification under the supervision of trained, competent principals.

Perform other duties as assigned.

<b>Title</b>	Director
<b>Phone</b>	
<b>Supervisor's Name</b>	Rose Raynak
<b>Supervisor's Title</b>	Other
<b>Role and Responsibilities</b>	<p>1) Plan, organize and implement training activities and programs for all district initiatives and federal programs</p> <p>2) Plan, organize, schedule, facilitate and coordinate the professional learning programs for employees pursuing school principal certification, new teacher training and/or certification and endorsements</p> <p>3) Facilitate on-line programs such as Edivate, iReady, and other federal interventions for students</p> <p>4) Interpret staff development programs, objectives, and needs to stakeholders as needed</p> <p>5) Collaborate with directors, principals, teachers and other personnel to establish professional needs for schools and future goals for all personnel</p> <p>6) Coordinate professional learning activities for administrators directors, and other staff personnel based on their identified professional growth needs or the District established priorities</p> <p>7) Develop and keep current the program for certifying substitute teachers for the District and arrange for the necessary professional learning activities</p> <p>8) Develop a professional learning budget for allocated funds based on the prioritized needs of the district and in compliance with program requirements</p> <p>9) Coordinate the revision of the personnel assessment forms, submit annual updates to the State Department of Education and provide appropriate training in the use of the instruments for applicable personnel</p> <p>10) Coordinate the pre-service program in the district by working with the district's area directors and college and university personnel to provide field experiences for student teachers</p> <p>11) Develop and maintain an annual Board approved District Master Plan for professional learning and work with schools in developing school specific annual professional learning plans based on teacher needs.</p> <p>12) Conduct annual evaluations of the professional learning plan and its processes</p> <p>13) Maintain accurate records in the ePDC for staff professional learning plans and/or other professional learning goals</p> <p>14) Prepare and submit all required reports in an accurate and timely manner; maintain all appropriate records and documentation of all trainings required to remain compliant with program requirements</p> <p>15) Demonstrate support for the district's goals and priorities</p> <p>16) Perform other duties as assigned</p>



- 17) Develop and set guidelines and timelines for record keeping procedures for professional learning records of all personnel
- 18) Establish goals and objectives for professional learning programs and projects for district-wide initiatives
- 19) Develop guidelines for the use of professional learning funds and monitor the proper use of funding through a record keeping and budgeting process
- 20) Make data-based decisions regarding professional learning needed to assist the district in meeting its goals

### 3. Educator Quality

#### a. School Leadership Teams

Describe the process and criteria by which the district determines and ensures each Focus and Priority school has a school leadership team of high quality, including a principal and assistant principal with a record of increasing student achievement in a setting with similar challenges. Include how the district determines whether to retain or replace members of the leadership team.

The Gadsden County School District understands that true educational transformation ensues when a strong instructional leader dedicated to progressive change assumes the rein of the organization and/or school. Consequently, a meticulous process is implemented to staff its most fragile learning communities with highly qualified administrator. The district's leadership team, in consultation with the Florida Department of Education (FDOE) Differential Accountability (DA) office, reviews the school improvement status, student achievement, and success of school leaders selected for appointment to focus and priority schools. Specific factors considered, but are not limited to:

- The school grade declines or there is consistent failure (D or F) under the same leadership for 2 years - strong consideration is given to appointing a new leader and/or members of the leadership team.
- The school grade declines under the same leadership for 1 year and the overall achievement gap performance indicators - Leadership will be reviewed and data will be analyzed to determine the most likely causes of the decline. If the decline can be directly linked to school leaders, they will be considered for replacement.
- The school grade declines under the same leadership for 1 year but the learning gains in reading and mathematics increase - school leaders will be left in place and provided further opportunities to raise school grade and student achievement.
- The school grade declines under the same leadership for 1 year and the overall achievement gap performance indicators increases - school leaders will be left in place and provided further opportunities to raise school grade and student achievement.
- The school grade declines under the same leadership for 1 year and the learning gains in reading and mathematics declines - consideration will be given to replacing school leader(s).

In the event that qualified personnel with proven records of success in improving schools in need of improvement are not found within the established district staff to transfer to focus or priority schools, a search will begin to recruit school leadership with a success record of turning around low performing schools. The search will begin on a regional basis and then expand to inter-district and/or inter-state.

Recruitment fairs will be held encouraging applications from proven school leaders. The district will improve opportunities for career and professional growth of school leaders.

#### **b. Instructional Staff**

Describe the process by which the district determines whether to retain or replace members of the teaching staff in Focus and Priority schools whose data shows they have not contributed to improved student outcomes.

Area Directors of Education work closely with the site-based leadership teams and Human Resources to ensure high quality teachers are recruited for vacancies at Priority and Focus schools. The leadership teams utilize multiple data points when assessing teacher effectiveness. The following are the major factors considered when determining appointments:

- Instructor and instructional specialists performance are reviewed by content area including the percentage of students making learning gains in reading and/or mathematics averaged over the three most recent years and the number of years the teacher has been teaching at the current school;
- Percentage of instructors that have been or will need to be replaced at a school to impact school reform;
- Percentage of instructional paraprofessionals that have been or will need to be replaced at a school to impact school reform;
- Percentage of administrative staff that have been or will need to be replaced, including:

Assistant principals

Instructional specialists

Guidance Counselors

**Recruitment:** The district's policies regarding recruitment of new teachers and coaches are flexible enough to meet bargaining unit requirements and the needs of the focus and priority schools.

**Retention:** Reading and mathematics teachers and instructional specialists will not be retained at the focus and priority schools unless they are highly qualified and highly effective, defined as 65% of their students achieving learning gains on average over a three year period. For special situations where teachers, coaches and instructional specialists have demonstrated significant student achievement increases in the most recent school year, the individual will be considered for reassignment at the school through the demonstration of data. For teachers, coaches and instructional specialists within their first or second year of teaching, learning gains will be calculated according to the number of years taught. For teachers other than those of reading and mathematics, retention will be based on increased student achievement.

Performance evaluations are used to determine placement and/or retention at focus and priority schools. Evaluations will include analysis of school, subject, and classroom data from district assessments and state assessments. The district will work with the bargaining unit to implement recruitment and retention processes and ensure equitable placement of high quality teachers and staff at focus and priority schools. Criteria for teachers and instructional specialists to be retained will be that at least 65% of their students have achieved learning gains on average over a three-year period. Criteria for new teachers and instructional specialists' learning gains will be calculated according to the number of years they have taught reading and/or math based on increased student achievement. Teacher and principal evaluation instruments have been developed and approved by FDOE and the bargaining unit.

School leaders who fail to improve student achievement or school level achievement will be replaced (teachers will be given ample opportunities to improve professional practices before replacement – the LEA - will follow requirements of Florida Statutes. After evaluations, teachers that have raised

student achievement and learning gains of their students will receive incentive pay as defined in the negotiated teacher contract.

## D. Professional Capacity

### 1. Common Planning Time

**Describe how the district ensures appropriate resources are allocated to ensure the master schedule at Focus and Priority schools allows for common planning time, as defined in Rule 6A-1.099811(2)(e), F.A.C.**

6A-1.099811(2)(e) FAC: "Common planning time" means the time provided to grade-level teachers at the elementary level and subject-area teachers at the secondary level to meet together, within and across grades and subjects, for data-based decision making, problem-solving, lesson study, and professional development on Florida's standards.

Focus and Priority schools have been prioritized and provided with district level technical assistance and progress monitoring. Instructional specialists are assigned to each focus and priority school and provide ongoing daily, weekly, and monthly technical assistance. They provide facilitated common planning time as defined by FAC 6A-1.099811(2)(e). Grade level and subject-area teachers utilize common planning time to disaggregate data in order to plan explicit standards-based instruction. Additionally, support from the external partner is provided so that feedback and technical assistance occur in a timely manner.

### 2. Instructional Coaches

**Describe how the district provides Focus and Priority schools with a reading coach, mathematics coach and science coach to model effective lessons, lead lesson study, analyze data and provide professional development on Florida's standards. Include how the district monitors the daily activities of the coaches and their impact on instruction.**

Since school reform is an ongoing priority in Gadsden County, the focus and priority schools receive technical assistance, either through the Curriculum and Instruction Department and/or through site-based coaches to provide mentoring and peer level assistance to strengthen opportunities for school leaders to better implement school reform strategies. Monthly meetings with school principals, assistant principals and the Curriculum and Instruction Department will provide assistance with data analysis and its use in informing and driving instruction. Focus and priority schools will participate in common planning activities, facilitate Professional Learning Communities (PLCs) with the development and implementation of lesson study; teach teachers how to unravel the Florida standards and infuse the standards into instruction. School leaders are expected to model how to scaffold instruction; work with teachers to analyze and use data to determine the need for differentiated instruction; and recommend individualized strategies to improve student achievement and teacher effectiveness based on data. Common planning time will allow teachers to engage in knowledge sharing and grow as a collegial network of professionals. In addition, the district level instructional specialists will provide direction and modeling at the schools, emphasizing early learning and incorporating the standards into instruction based on data decision-making.

## E. Ambitious Instruction and Learning

### 1. Instructional Programs

#### a. Reading

**1. Verify that the district has an approved K-12 Comprehensive Research-based Reading Plan.**

Yes

***District Reading Plans***

[https://www.floridacims.org/districts/gadsden?current\\_tab=reading](https://www.floridacims.org/districts/gadsden?current_tab=reading)

## b. Writing

### 1. Description of Programs

List and describe the core, supplemental and intensive intervention programs for writing the district currently uses at the elementary, middle and high school levels:

#### Florida Journeys (Houghton Mifflin Harcourt)

**Program Type** Core

**School Type** Elementary School

**Description** Due to the inherent relationship between reading and writing, the district has elected to integrate writing with reading. Therefore, there is no stand alone prescribed program for writing. Literacy is a holistic collection of reading, writing, speaking, and listening. It is essential that our students master and employ these aptitudes cohesively as that is one of the hallmarks of a 21st century college and career ready individual.

#### Florida Collections (Houghton Mifflin Harcourt)

**Program Type** Core

**School Type** Middle School, High School

**Description** Due to the inherent relationship between reading and writing, the district has elected to integrate writing with reading. Therefore, there is no stand alone prescribed program for writing. Literacy is a holistic collection of reading, writing, speaking, and listening. It is essential that our students master and employ these aptitudes cohesively, as that is the mark of a 21st century college and career ready individual.

## c. Mathematics

### 1. Description of Programs

List and describe the core, supplemental and intensive intervention programs for mathematics the district currently uses at the elementary, middle and high school levels:

#### Go Math Florida! (Houghton Mifflin Harcourt)

**Program Type** Core

**School Type** Elementary School, Middle School

**Description** Go Math Florida is a research-based instructional text that builds conceptualization, problem-solving, and integration of literacy skills. This program offers a gamut of resources for instruction, differentiation and assessment through its digital components, manipulatives, interventions, embedded formative assessment, and small group activities.

**I-Ready**

**Program Type** Supplemental

**School Type** Elementary School, Middle School

**Description** I-Ready is a standards-based, adaptive computer program that diagnoses students' unique needs and creates an individualized pathways towards success for each child.

**McGraw-Hill**

**Program Type** Core

**School Type** Middle School, High School

**Description** Texts published by McGraw-Hill are utilized for Algebra I, Algebra II, and Geometry at the secondary level. These books are aligned to the Common Core/Florida Standard and reflect the rigor and complexity mastery of the standards require.

**Prentice Hall**

**Program Type** Core

**School Type** Middle School, High School

**Description** Texts published by Prentice Hall are utilized for Pre-Calculus/Calculus courses as well as the following honors classes: Algebra I, Algebra II, Geometry at the secondary level. These books are aligned to the Common Core/Florida Standard and reflect the rigor and complexity mastery of the standards require.

**Edgenuity-My Path**

**Program Type** Intensive Intervention

**School Type** High School

**Description** My Path is a standards-based, adaptive computer program that diagnoses students' unique needs and creates an individualized pathways towards success. The program is designed to solidify foundational gaps so that students may approach advanced level mathematics courses with confidence.

**Acaletics**

**Program Type** Supplemental

**School Type** Elementary School, Middle School, High School

**Description** Acaletics is a fun, quick supplemental mathematics program that promotes computational fluency by providing daily practice through use of a high volume of stimuli--all varying in terms of format and complexity levels.

**d. Science****1. Description of Programs**

*List and describe the core, supplemental and intensive intervention programs for science the district currently uses at the elementary, middle and high school levels:*

**Florida Interactive Science (Pearson)**

**Program Type** Core

**School Type** Elementary School

**Description** Florida Interactive Science serves as the district's core program for grades K-5. This resource integrates technology, unique paper-based write-in student texts, and hands-on lab kits to foster student engagement and ignite inquiry.

**Pearson**

**Program Type** Core

**School Type** Middle School, High School

**Description** A variety of texts published by Pearson and/or Pearson/Prentice Hall are utilized in the secondary sector. Likened to the materials utilized in the elementary schools, a careful melding of technology, paper-based materials, and lab experiences provides the perfect platform for collaborative learning.

**2. Instructional Alignment and Pacing****a. Program Monitoring**

Describe the process through which the district monitors whether core instructional and intervention programs are implemented as intended, how alignment with Florida's standards is maintained and whether they are effective. Include the data used to determine fidelity and effectiveness. Provide exemplars of how the district has responded to evidence of poor implementation and evidence that a given strategy is failing to reduce barriers to goals.

The district monitors the implementation of the core and supplemental/intervention programs through use of a four-pronged cyclic process:

1. The common pacing plans have been developed through a collaborative effort that included both district and site-based content area specialists. All administrative and instructional personnel have on-

going access to these guides through an instructional portal. In addition to having access, key stakeholders have been well trained on the purpose and effective implementation of the learning plans.

2. Representatives from the district office and/or instructional specialists conduct site visits to ensure the plans are used effectively and students are responding favorably to the instruction. If students are not responding to the instruction and/or intervention, a data chat--comprised of the site leaders and district representative--will be conducted to determine the next instructional steps.

3. Interim assessments are used to evaluate the effectiveness of the plans/programs and to make adjustments as warranted. All appropriate parties will participate in data dialogue sessions following the administration of common interim assessments. This includes dialogue between district-to-administrators, administrators-to-teacher, teacher-to-student, and student-to-family. Such sessions will consist of an analysis of current status and goal setting for what comes next.

4. The district instructional leaders will continuously review, reflect upon, and revise the instructional plans based on data and reasonable expectations.

### **b. Supports for Student Transitions**

Describe the structures the district has in place to support students in Focus and Priority schools as they transition from one school to another.

#### **1. Will the district use its Student Progression Plan to satisfy this question?**

No

*a. Link to Student Progression Plan*

*b. Provide the page numbers of the plan that address this question.*

The district implements several structures to support students as they transition from school to school whether due to attrition or natural maturation. As aforementioned, the district provides a centralized curriculum plan. This unified plan for each content area requires consistency and commonality among the schools. In addition, the district offers four professional growth days during which teachers from across the district assemble and engage in learning activities through scholarly discourse. Topics for discussion during these professional growth days include topics related to curriculum and instructional, best practices, and vertical articulation all of which support and impact student transitions.

### **c. Alignment of Pacing Guides to Florida Standards**

Verify that the district's instructional pacing guides are aligned to Florida's standards for reading, writing, mathematics and science.

Yes

## **II. Needs Assessment**

### **A. Problem Identification**

#### **1. Data to Support Problem Identification**

*b. Data uploads are not required by the Florida Department of Education, but are offered as a tool for needs assessment.*

The following documents were submitted as evidence for this section:

*No files were uploaded*



**2. Problem Identification Summary**

This section is not required by the Florida Department of Education, but is provided as an opportunity for the district to summarize the points of strength and areas of need that have been identified in the data.

Gadsden County Public Schools experienced a decrease in the percent of students scoring at proficiency in ELA from 32.7% in 2015 to 29.8% in 2016. Math proficiency (FSA Math and FSA EOCS) indicates an increase from 46.4% in 2015 to 49.0% in 2016.

**B. Problem Analysis Summary**

This section is not required by the Florida Department of Education, but is provided as an opportunity for the district to summarize the underlying root causes for the areas of need identified in the data, as determined by situational awareness of, and research conducted by, the stakeholders involved in the needs assessment.

A focused review and disaggregation of student performance data indicates (1) a significant number of students who score below proficiency in ELA at grade 3, resulting in a high number of students required to attend the mandatory Summer Reading Camp, (2) a significant decrease in the percent of students who score at proficiency in ELA when they reach the secondary level and (3) an increased number of students not meeting graduation requirements due to not passing the FSA. The district recognizes that rigorous and appropriate instruction must be provided prior to grade 3. To this end, an increased focus must be placed on early learning and that focus must include monitoring to ensure that students have access to high-quality instruction.

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## District Improvement Goals

*The following key is intended to help readers understand how the sections of this document correspond to the steps of the 8-step planning and problem-solving framework used in the School Improvement Plan. The Quick Key numbers can help registered users go directly to the point of entry for any given goal, barrier and strategy within the online survey.*

### Problem Solving Key

**G** = Goal                      **B** =  
Barrier                      **S** = Strategy

**1** = Problem Solving Step       **S123456** = Quick Key

## Strategic Goals Summary

- G1.**            Increase the number of students ready for school.
- G2.**            Improve teacher quality
- G3.**            Improve principal and teacher understanding of the Florida standards and the implementation of standards-based instruction so that student achievement will increase in all core subject areas.

## Strategic Goals Detail

*For each strategic goal, this section lists the associated targets (i.e., "SMART goals"), targeted barriers to achieving the goal, resources available to help reduce or eliminate the barriers, and the plan for monitoring progress toward the goal.*

**G1. Increase the number of students ready for school.** 1a

G059834

**Targets Supported** 1b

Focus	Indicator	Year	Target
All Elementary Schools	Literacy Rate - Kindergarten	2017-18	70.0
District-Wide	Kindergarten Readiness - FLKRS-WSS	2017-18	70.0
District-Wide	Attendance Below 90% Kindergarten	2017-18	70.0
District-Wide	Students in kindergarten exhibiting two or more EWS indicators	2017-18	30.0

**Targeted Barriers to Achieving the Goal** 3

- Alignment of resources at prekindergarten with Florida standards

**Resources Available to Help Reduce or Eliminate the Barriers** 2

- DLM Curriculum and Head Start Education Standards; LAP Assessment, Florida VPK assessment, and Individual student assessment

**Plan to Monitor Progress Toward G1.** 8

Improved student achievement and progress on academic interventions and assessments

**Person Responsible**

Roger Milton

**Schedule**

On 6/30/2018

**Evidence of Completion**

Academic outcomes on interventions and assessments

**G2. Improve teacher quality** 1a

G059831

**Targets Supported** 1b

Focus	Indicator	Year	Target
District-Wide	Highly Qualified Teachers	2017-18	98.0
District-Wide	ESOL Endorsed	2017-18	30.0
District-Wide	Teacher attendance rate	2017-18	95.0
District-Wide	Reading Endorsed	2017-18	50.0
District-Wide	CTE Teachers Holding Industry Certifications	2017-18	75.0
District-Wide	Effective+ Teachers (Performance Rating)	2017-18	90.0
District-Wide	Effective+ Teachers (VAM)	2017-18	50.0
District-Wide	Certified in Field	2017-18	95.0

**Targeted Barriers to Achieving the Goal** 3

- The exponentially changing world of education and work is requiring continual adjustments to instruction and teaching skills for schools to be effective in producing students that are proficient and globally competitive.

**Resources Available to Help Reduce or Eliminate the Barriers** 2

- Research-based professional development (Edviate) Unify for data analysis On-going progress monitoring and modeling of instruction

**Plan to Monitor Progress Toward G2.** 8

Unify data and personnel records will be reviewed regularly.

**Person Responsible**

Roger Milton

**Schedule**

Quarterly, from 7/1/2017 to 6/30/2018

**Evidence of Completion**

Improved teacher evaluation results Addition of more credentials Improved teacher effectiveness Improved student proficiency

**G3.** Improve principal and teacher understanding of the Florida standards and the implementation of standards-based instruction so that student achievement will increase in all core subject areas. **1a**

 G059830

### Targets Supported **1b**

Focus	Indicator	Year	Target
District-Wide	Civics EOC Pass	2017-18	55.0
District-Wide	U.S. History EOC Pass	2017-18	50.0
District-Wide	FSA ELA Achievement	2017-18	42.0
All High Schools	Algebra I EOC Pass Rate	2017-18	60.0
District-Wide	Math Gains	2017-18	60.0
All High Schools	Bio I EOC Pass	2017-18	50.0

### Targeted Barriers to Achieving the Goal **3**

- Rigor demanded of new standards and an ever-changing work/world environment necessitates more creative and different approaches to teaching and learning.

### Resources Available to Help Reduce or Eliminate the Barriers **2**

- Curriculum and Instruction Department Instructional specialists for reading and math iReady Reading and Math AR360 Star Edgenuity MyPath Edgenuity content licensing Edgenuity Grad Track

### Plan to Monitor Progress Toward G3. **8**

Student and teacher academic data will be collected in Unify and reviewed regularly for evidence of progression toward goals and the need to make adjustments. Intervention progress reports will be reviewed and analyzed quarterly.

#### **Person Responsible**

Roger Milton

#### **Schedule**

Monthly, from 7/1/2017 to 6/30/2018


#### **Evidence of Completion**




Unify; iReady and Edgenuity reports

District Action Plan for Improvement

Problem Solving Key

**G** = Goal                      **B** =  
Barrier                      **S** = Strategy

 = Problem Solving Step       S123456 = Quick Key

**G1. Increase the number of students ready for school. 1** G059834**G1.B1 Alignment of resources at prekindergarten with Florida standards 2** B152635**G1.B1.S1** Collaborate with prekindergarten department and local day care programs to provide access to more curriculum aligned with established standards for prekindergarten students **4** S164418**Strategy Rationale**

Students should be exposed to activities that allow them to develop skills necessary to be ready to start school

**Action Step 1 5**

Determine resources necessary to provide age-appropriate instruction that is aligned with Florida standards for prekindergarten students

**Person Responsible**

Tammy McGriff

**Schedule**

Semiannually, from 9/1/2017 to 8/31/2018

***Evidence of Completion***

Improved kindergarten readiness rate

**Action Step 2 5**

Provide age-appropriate instruction that is aligned with Florida standards and monitor student progress

**Person Responsible**

Tammy McGriff

**Schedule**

Semiannually, from 9/1/2017 to 8/31/2018

***Evidence of Completion***

Improved kindergarten readiness rate (Star Early Literacy Report)

**Plan to Monitor Fidelity of Implementation of G1.B1.S1** 6

Fidelity of Implementation will be monitored through the availability and effective use of instructional resources

**Person Responsible**

Tammy McGriff

**Schedule**

Semiannually, from 8/1/2017 to 6/3/2018

***Evidence of Completion***

Usage reports from access to research-based interventions; classroom walkthroughs

**Plan to Monitor Effectiveness of Implementation of G1.B1.S1** 7

ITS Director will monitor need through inventory and requests from school leadership for additional devices and technical support.

**Person Responsible**

Sheantika Wiggins

**Schedule**

Semiannually, from 7/1/2017 to 6/30/2018

***Evidence of Completion***

Inventory logs; usage reports.

**G2. Improve teacher quality** 1

G059831

**G2.B1** The exponentially changing world of education and work is requiring continual adjustments to instruction and teaching skills for schools to be effective in producing students that are proficient and globally competitive. 2

B152632

**G2.B1.S1** Provide ongoing professional development in various formats during the school year. Instructional specialists, school leadership and external partners will model strategies in classrooms and assist with progress monitoring. The district will provide teacher/leader mentoring and training including lesson study, common planning, data analysis, classroom management, technology infusion (flipped/facilitated classrooms), and differentiated instruction based on student needs. 4

S164415

**Strategy Rationale**

Ongoing PD and regular progress monitoring are essential to improvement of teacher quality; high-level PD and PD tools are essential to facilitate improving teacher quality.

**Action Step 1** 5

Provide high-quality professional development to teachers and leaders through various formats and media

**Person Responsible****Schedule**

Monthly, from 9/1/2017 to 8/31/2018

**Evidence of Completion**

Improved student academic proficiency; retention of high quality and highly effective teachers



**Plan to Monitor Fidelity of Implementation of G2.B1.S1** 6

District and school leadership conduct classroom walkthroughs, provide progress monitoring, and work with staff to identify and provide the professional development necessary to raise teacher quality and academic proficiency.

**Person Responsible**

Roger Milton

**Schedule**

Daily, from 9/1/2017 to 8/25/2018

***Evidence of Completion***

Improved proficiency in academics; increased levels of HQ status; increased retention of teachers/leaders

**Plan to Monitor Effectiveness of Implementation of G2.B1.S1** 7

District leadership will work closely with school leadership to review teacher progress toward effectiveness and student progress toward academic proficiency on a regular basis.

**Person Responsible**

Pink Hightower


**Schedule**

Quarterly, from 7/11/2017 to 6/30/2018

***Evidence of Completion***

Records of professional development completions Increased teacher quality Improved teacher evaluation results


**G3.** Improve principal and teacher understanding of the Florida standards and the implementation of standards-based instruction so that student achievement will increase in all core subject areas. **1**

 G059830

**G3.B1** Rigor demanded of new standards and an ever-changing work/world environment necessitates more creative and different approaches to teaching and learning. **2**

 B152631

**G3.B1.S1** Adopt a limited number of research-based interventions (core plus one) that are aligned to basal instruments and the Florida standards and which are directly related to student needs (identified by data) for them to become college and career ready. **4**

 S164414

### Strategy Rationale

There is insufficient time and/or resources to implement a large number of interventions. Properly aligned interventions implemented with fidelity and targeted to student needs will better enable students to reach college and career readiness.

### Action Step 1 **5**

Use data to make instructional decisions regarding resources necessary for identified student needs and changing work force requirements.

#### Person Responsible

Tammy McGriff

#### Schedule

Daily, from 9/1/2017 to 8/31/2018

#### Evidence of Completion

Improved proficiency on district/state assessments; improved readiness for transition to each grade and college/careers.

### Action Step 2 **5**

Align all interventions to Florida Standards and basal instruments.

#### Person Responsible

Dr. Sylvia Jackson

#### Schedule

Annually, from 9/1/2017 to 8/31/2018

#### Evidence of Completion

Written documentation of alignment of interventions to Florida Standards and basal instruments

**Action Step 3** 5

Progress monitor regularly.

**Person Responsible**

Tammy McGriff

**Schedule**

Quarterly, from 9/1/2017 to 8/31/2018

***Evidence of Completion***

Classroom walkthroughs; faculty meeting notes

**Plan to Monitor Fidelity of Implementation of G3.B1.S1** 6

School and district leadership will review student academic data regularly to assess progress toward improved academic proficiency.

**Person Responsible**

Tammy McGriff

**Schedule**

Quarterly, from 8/15/2017 to 6/30/2018

***Evidence of Completion***

Improved academic proficiency; student progress/learning gains toward proficiency.

**Plan to Monitor Effectiveness of Implementation of G3.B1.S1** 7

Monitor instruction to determine its alignment with standards, rigor necessary to meet goals, and progression toward meeting goals.

**Person Responsible**

Dr. Sylvia Jackson

**Schedule**

Quarterly, from 8/15/2017 to 5/31/2018

***Evidence of Completion***

Unify; state assessment data; district assessments

## IV. Implementation Timeline

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
<b>2018</b>					
G3.B1.S1.MA1 M153989	Monitor instruction to determine its alignment with standards, rigor necessary to meet goals, and...	Jackson, Dr. Sylvia	8/15/2017	Unify; state assessment data; district assessments	5/31/2018 quarterly
G1.B1.S1.MA1 M153996	Fidelity of Implementation will be monitored through the availability and effective use of...	McGriff, Tammy	8/1/2017	Usage reports from access to research-based interventions; classroom walkthroughs	6/3/2018 semiannually
G1.MA1 M153998	Improved student achievement and progress on academic interventions and assessments	Milton, Roger	8/15/2017	Academic outcomes on interventions and assessments	6/30/2018 one-time
G2.MA1 M153986	Unify data and personnel records will be reviewed regularly.	Milton, Roger	7/1/2017	Improved teacher evaluation results Addition of more credentials Improved teacher effectiveness Improved student proficiency	6/30/2018 quarterly
G3.MA1 M153987	Student and teacher academic data will be collected in Unify and reviewed regularly for evidence of...	Milton, Roger	7/1/2017	Unify; iReady and Edgenuity reports	6/30/2018 monthly
G3.B1.S1.MA1 M153988	School and district leadership will review student academic data regularly to assess progress...	McGriff, Tammy	8/15/2017	Improved academic proficiency; student progress/learning gains toward proficiency.	6/30/2018 quarterly
G2.B1.S1.MA1 M153985	District leadership will work closely with school leadership to review teacher progress toward...	Hightower, Pink	7/11/2017	Records of professional development completions Increased teacher quality Improved teacher evaluation results	6/30/2018 quarterly
G1.B1.S1.MA1 M153997	ITS Director will monitor need through inventory and requests from school leadership for additional...	Wiggins, Sheantika	7/1/2017	Inventory logs; usage reports.	6/30/2018 semiannually
G2.B1.S1.MA1 M153984	District and school leadership conduct classroom walkthroughs, provide progress monitoring, and...	Milton, Roger	9/1/2017	Improved proficiency in academics; increased levels of HQ status; increased retention of teachers/leaders	8/25/2018 daily
G3.B1.S1.A1 A193472	Use data to make instructional decisions regarding resources necessary for identified student needs...	McGriff, Tammy	9/1/2017	Improved proficiency on district/state assessments; improved readiness for transition to each grade and college/ careers.	8/31/2018 daily
G3.B1.S1.A2 A193474	Align all interventions to Florida Standards and basal instruments.	Jackson, Dr. Sylvia	9/1/2017	Written documentation of alignment of interventions to Florida Standards and basal instruments	8/31/2018 annually
G3.B1.S1.A3 A193475	Progress monitor regularly.	McGriff, Tammy	9/1/2017	Classroom walkthroughs; faculty meeting notes	8/31/2018 quarterly
G2.B1.S1.A1 A193471	Provide high-quality professional development to teachers and leaders through various formats and...		9/1/2017	Improved student academic proficiency; retention of high quality and highly effective teachers	8/31/2018 monthly
G1.B1.S1.A1 A193477	Determine resources necessary to provide age-appropriate instruction that is aligned with Florida...	McGriff, Tammy	9/1/2017	Improved kindergarten readiness rate	8/31/2018 semiannually
G1.B1.S1.A2 A193478	Provide age-appropriate instruction that is aligned with Florida standards and monitor student...	McGriff, Tammy	9/1/2017	Improved kindergarten readiness rate (Star Early Literacy Report)	8/31/2018 semiannually

## V. Professional Development Opportunities

*Professional development opportunities identified in the DIAP as action steps to achieve the district's goals.*

### **G1.** Increase the number of students ready for school.

#### **G1.B1** Alignment of resources at prekindergarten with Florida standards

**G1.B1.S1** Collaborate with prekindergarten department and local day care programs to provide access to more curriculum aligned with established standards for prekindergarten students

#### **PD Opportunity 1**

Determine resources necessary to provide age-appropriate instruction that is aligned with Florida standards for prekindergarten students

##### **Facilitator**

Area Director of Elementary Education, Director of Professional Learning

##### **Participants**

Prekindergarten students

##### **Schedule**

Semiannually, from 9/1/2017 to 8/31/2018

**G2. Improve teacher quality**

**G2.B1** The exponentially changing world of education and work is requiring continual adjustments to instruction and teaching skills for schools to be effective in producing students that are proficient and globally competitive.

**G2.B1.S1** Provide ongoing professional development in various formats during the school year. Instructional specialists, school leadership and external partners will model strategies in classrooms and assist with progress monitoring. The district will provide teacher/leader mentoring and training including lesson study, common planning, data analysis, classroom management, technology infusion (flipped/facilitated classrooms), and differentiated instruction based on student needs.

**PD Opportunity 1**

Provide high-quality professional development to teachers and leaders through various formats and media

**Facilitator**

Dr. Ida Walker

**Participants**

All teachers and leaders

**Schedule**

Monthly, from 9/1/2017 to 8/31/2018

## VI. Technical Assistance Items

*Technical Assistance opportunities identified in the DIAP as action steps to achieve the district's goals.*

### **G1.** Increase the number of students ready for school.

#### **G1.B1** Alignment of resources at prekindergarten with Florida standards

**G1.B1.S1** Collaborate with prekindergarten department and local day care programs to provide access to more curriculum aligned with established standards for prekindergarten students

#### **TA Opportunity 1**

Provide age-appropriate instruction that is aligned with Florida standards and monitor student progress

##### **Facilitator**

Area Director of Elementary Education, Instructional Specialists

##### **Participants**

Prekindergarten students

##### **Schedule**

Semiannually, from 9/1/2017 to 8/31/2018

**G3.** Improve principal and teacher understanding of the Florida standards and the implementation of standards-based instruction so that student achievement will increase in all core subject areas.

**G3.B1** Rigor demanded of new standards and an ever-changing work/world environment necessitates more creative and different approaches to teaching and learning.

**G3.B1.S1** Adopt a limited number of research-based interventions (core plus one) that are aligned to basal instruments and the Florida standards and which are directly related to student needs (identified by data) for them to become college and career ready.

#### **TA Opportunity 1**

Use data to make instructional decisions regarding resources necessary for identified student needs and changing work force requirements.

##### **Facilitator**

District and school leadership, and teachers

##### **Participants**

All students

##### **Schedule**

Daily, from 9/1/2017 to 8/31/2018

#### **TA Opportunity 2**

Align all interventions to Florida Standards and basal instruments.

##### **Facilitator**

District Leadership Team; Instructional Leadership Team

##### **Participants**

All students and teachers

##### **Schedule**

Annually, from 9/1/2017 to 8/31/2018



**TA Opportunity 3**

Progress monitor regularly.

**Facilitator**

School and district leadership.

**Participants**

All students and teachers.

**Schedule**

Quarterly, from 9/1/2017 to 8/31/2018

### VII. Budget

1	G1.B1.S1.A1	Determine resources necessary to provide age-appropriate instruction that is aligned with Florida standards for prekindergarten students	\$0.00
2	G1.B1.S1.A2	Provide age-appropriate instruction that is aligned with Florida standards and monitor student progress	\$0.00
3	G2.B1.S1.A1	Provide high-quality professional development to teachers and leaders through various formats and media	\$0.00
4	G3.B1.S1.A1	Use data to make instructional decisions regarding resources necessary for identified student needs and changing work force requirements.	\$0.00
5	G3.B1.S1.A2	Align all interventions to Florida Standards and basal instruments.	\$0.00
6	G3.B1.S1.A3	Progress monitor regularly.	\$0.00
Total:			\$0.00