

# Conway Middle



# 2017-18 Schoolwide Improvement Plan

## Conway Middle

4600 ANDERSON RD, Orlando, FL 32812

<https://conwayms.ocps.net/>

### School Demographics

School Type and Grades Served (per MSID File)	2016-17 Title I School	2016-17 Economically Disadvantaged (FRL) Rate (as reported on Survey 3)
Middle School 6-8	No	73%
Primary Service Type (per MSID File)	Charter School	2018-19 Minority Rate (Reported as Non-white on Survey 2)
K-12 General Education	No	66%

### School Grades History

Year	2016-17	2015-16	2014-15	2013-14
Grade	B	B	B*	A

*\*Informational Baseline School Grade*

**Note:** The school grades calculation was revised substantially for the 2014-15 school year to implement statutory changes made by the 2014 Legislature and incorporate the new Florida Standards Assessments. The 2014-15 school grades serve as informational baseline data that schools can use to improve in future years.

### School Board Approval

This plan is pending approval by the Orange County School Board.

### SIP Authority and Template

Section 1001.42(18), Florida Statutes, requires district school boards to annually approve and require implementation of a school improvement plan (SIP) for each school in the district that has a school grade of D or F.

The Florida Department of Education (FDOE) SIP template meets all statutory and rule requirements for traditional public schools and incorporates all components required for schools receiving Title I funds. This template is required by State Board of Education Rule 6A-1.099811, Florida Administrative Code, for all non-charter schools with a current grade of D or F (see page 4). For schools receiving a grade of A, B, or C, the district may opt to require a SIP using a template of its choosing.

This document was prepared by school and district leadership using the FDOE's school improvement planning web application located at <https://www.floridacims.org>.

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## Purpose and Outline of the SIP

The SIP is intended to be the primary artifact used by every school with stakeholders to review data, set goals, create an action plan and monitor progress. A corollary at the district level is the District Improvement and Assistance Plan (DIAP), designed to help district leadership make the necessary connections between school and district goals in order to align resources. The Florida Department of Education encourages schools to use the SIP as a “living document” by continually updating, refining and using the plan to guide their work throughout the year. This printed version represents the SIP as of the “Date Modified” listed in the footer.

### Part I: Current School Status

Part I organizes the current status of the school around five domains inspired by the 5Essentials framework: Supportive Environment, Family and Community Involvement, Effective Leadership, Public and Collaborative Teaching, and Ambitious Instruction and Learning. Questions regarding the school’s Multi-Tiered System of Supports have been embedded throughout this part to demonstrate how data is used by stakeholders to understand the needs of all students and allocate appropriate resources in proportion to those needs.

### Part II: Needs Assessment

Part II requires the school to review performance and early warning systems data in order to develop strategic goals and associated data targets (i.e., “SMART goals”) for the coming school year in context of the school’s greatest strengths and needs. An online tool was developed, which includes data visualizations and processing questions to support problem identification, problem analysis and strategic goal formulation.

### Part III: 8-Step Planning and Problem Solving for Implementation

Part III enables the school to develop implementation plans for its highest-priority goals. With the overview of the current state of the school in mind and the strategic goals identified through the needs assessment, the planning team engages in a facilitated planning and problem-solving process, through which they

- Define strategic goals and establish targets to be reached by successfully achieving the goals (Step 1)
- Identify barriers that could hinder achieving those goals and resources that could be used to eliminate or reduce barriers (Step 2)
- Select high-priority barriers they want to address initially (Step 3)
- Design implementation and monitoring plans for strategies to resolve selected barriers (Steps 4-7)
- Determine how they will monitor progress toward each goal (Step 8)

### Appendices

The following appendices, automatically-generated from content entered in Part III, are included in this document:

- Appendix 1 is a timeline of all action steps and monitoring activities
- Appendix 2 is an outline of all professional development opportunities and technical assistance items
- Appendix 3 is a report of the budget needed to implement the strategies

## Differentiated Accountability

Florida's Differentiated Accountability (DA) system, established in [section 1008.33, Florida Statutes](#), is a statewide network of strategic support, differentiated by need according to performance data, provided to districts and schools in order to improve leadership capacity, teacher efficacy, and student outcomes. Through a data-driven planning and problem-solving process, DA field teams collaborate with district leadership to design, implement, and refine strategic goals and action plans that are documented in the SIP.

### DA Regions

Florida's DA network is divided into four geographical regions, each served by a field team led by a regional executive director (RED).

### DA Categories

At the start of each academic year, traditional schools are classified for DA support in two categories based on the most recent school grades data available. Descriptions of each DA category along with the state support and interventions provided are set forth by [Rule 6A-1.099811, Florida Administrative Code](#):

- **Not in DA** - A school with a current school grade of A, B, or C; charter schools; and ungraded schools.
- **Targeted Support and Improvement** - A school with a current school grade of an initial D.
- **Comprehensive Support and Improvement** - A school with a current school grade of F or two consecutive grades of D, or a high school with a graduation rate of 67 percent or less in the most recent data release.

### DA Turnaround Status

Additionally, Comprehensive Support and Improvement schools have a turnaround status of "Implementing," based on a school's grades history, including the current school grade:

- Implementing - A school with a status of "Implementing" requires the district to submit a turnaround plan to the State Board of Education for approval and implementation. A school remains in "Implementing" status until its school grade improves to a C or higher.

### 2017-18 DA Category and Statuses for Conway Middle

DA Region and RED	DA Category and Turnaround Status
Southeast - <a href="#">LaShawn Russ-Porterfield</a>	- N/A

## I. Part I: Current School Status

### A. Supportive Environment

#### 1. School Mission and Vision

##### a. Provide the school's mission statement.

To lead our students to success with the support and involvement of families and the community.

##### b. Provide the school's vision statement.

To be the top producer of successful students in the nation.

#### 2. School Environment

##### a. Describe the process by which the school learns about students' cultures and builds relationships between teachers and students.

1. State and country flags representing each students' place of birth are displayed in the cafeteria to represent the diversity of our student population.
2. Teachers develop cooperative learning teams during the 1st weeks of school to encourage the collaboration of learning among the diverse population.
3. Conway Middle School engages in spirit days and different activities to create an environment where students can learn about each other's cultures and backgrounds.

##### b. Describe how the school creates an environment where students feel safe and respected before, during and after school.

The following programs and organization promotes a feeling that our school is a safe place to learn:

1. YMCA program Before and After School Zone.
2. Teacher duties before and after school supervise and monitor students to ensure a safe campus.
3. Guidance counselors, grade level administrators, and the school resource officer supervise and monitor students during lunch to build and maintain positive relationships.

##### c. Describe the schoolwide behavioral system in place that aids in minimizing distractions to keep students engaged during instructional time. This may include, but is not limited to, established protocols for disciplinary incidents, clear behavioral expectations, and training for school personnel to ensure the system is fairly and consistently enforced.

1. Positive Behavior Support System - PBS is the application of evidence-based strategies and systems to assist schools to increase academic performance, increase safety, decrease problem behavior, and establish positive school cultures. A reward system/token economy of Falcon Dollars gives students incentives that can be spent at a lunch time store sponsored by PTSA.
2. 6 Step Log system - team teachers are able to track student behavior with tiered interventions.
3. Progressive discipline.
4. MTSS - Multi Tiered Support System.
5. Parent conferences - scheduled by the grade level secretary.
6. Restorative justice.

##### d. Describe how the school ensures the social-emotional needs of all students are being met, which may include providing counseling, mentoring and other pupil services.

1. Learning Strategies Class for ESE students at all grade levels.
2. Instructional support for ESE students through the Inclusion Model which includes support facilitation to provide support to students in math, science, and civics.

3. Paraprofessional support staff assigned to physical and mental needs students.
4. Grade Level Teams for student transition.
5. Counselors have visible presence on campus and support students in both academic and social needs.
6. Contracted outside professional counseling.
7. Intramural sports teams for students that are not able to compete with school teams.
8. Conway has a wide range of clubs available for students.

### 3. Early Warning Systems

The school's response to this section may address the requirements of ESSA, P.L. No. 114-95, Â§ 1114(b)(7)(A)(i) and (b)(7)(A)(iii)(III).

#### a. Describe the school's early warning system and provide a list of the early warning indicators used in the system.

1. Attendance clerk monitors absences and schedules meetings with parents/administrators about the need to students to be in school.
2. Child Study Team meetings are called when students meet 10 days absent threshold.
3. Social worker is notified when the absences get to 10 days and home visits are scheduled.
4. Course recovery will be offered after school, before school, or at home this year for course failure.
5. Level 1 students are placed in a reading class.
6. MTSS by teams when students receive steps in the PBS discipline plan.

#### b. Provide the following data related to the school's early warning system

##### 1. The number of students by grade level that exhibit each early warning indicator:

Indicator	Grade Level														Total
	K	1	2	3	4	5	6	7	8	9	10	11	12		
Attendance below 90 percent	0	0	0	0	0	0	57	57	99	0	0	0	0	213	
One or more suspensions	0	0	0	0	0	0	76	28	46	0	0	0	0	150	
Course failure in ELA or Math	0	0	0	0	0	0	62	114	101	0	0	0	0	277	
Level 1 on statewide assessment	0	0	0	0	0	0	106	134	106	0	0	0	0	346	

##### The number of students identified by the system as exhibiting two or more early warning indicators:

Indicator	Grade Level												Total	
	K	1	2	3	4	5	6	7	8	9	10	11		12
Students exhibiting two or more indicators	0	0	0	0	0	0	77	93	98	0	0	0	0	268

#### c. Describe all intervention strategies employed by the school to improve the academic performance of students identified by the early warning system.

1. Parent Conferences called by teachers and parents when concerns about academics or discipline are seen.
2. Mid-quarter progress reports sent home to monitor progress during the marking period.
3. Reading classes for all students who are level 1 readers.
- 4.. Course Recovery using Edgenuity program. Students complete work at home, and are assessed in the program on campus either before or after school.
5. Saturday Tutoring for lowest 25% in algebra, reading, and math.
6. Teacher directed tutoring before school, during lunch, and after school.
7. iReady supplemental reading program utilized school wide and Read 180 programs for level 1

readers.

8. MTSS program to implement strategies to help students in the classroom.

9. YMCA tutoring before and after school.

10. Math lab for students with specific questions. Two mornings a week with our business partners.

## B. Family and Community Engagement

The school's response to this section may address the requirements of ESSA, P.L. No. 114-95, Â§ 1114(b)(2) and (b)(7)(A)(iii)(I).

**1. Describe how the school works at building positive relationships with families to increase involvement, including efforts to communicate the school's mission and vision, and keep parents informed of their child's progress.**

**a. Will the school use its Title I Parent and Family Engagement Policy (PFEP) to satisfy this question?**

No

### 1. PFEP Link

The school completes a Parental Involvement Plan (PFEP), which is available at the school site.

### 2. Description

Conway MS relies on parent and community support for all of our student initiatives.

1. Field trips- overwhelming support from parents when chaperoning help on field trips is asked for.

2. A-1 parties- PTSA led with admin and guidance support.

3. Academic awards ceremonies- PTSA led with admin and guidance support.

4. ADDITIONS- many parent volunteers weekly that help run math lab, volunteer in media center and guidance offices.

5. Teach In- brings in over 50 business and community leaders, and is supported by PTSA with refreshments.

6. Memory Book- PTSA led with admin and guidance support.

7. Meet the Teacher- Over 70% attendance rate from our parents.

8. PRIDE Market- PTSA led with admin and guidance support.

9. Teacher Appreciation- PTSA support for major holiday luncheons and gifts.

10. Food Pantry- PTSA led with support from admin and guidance.

11. PTSA email newsletter- 41% penetration rate (opened email) from PTSA highlighting team and school activities and functions.

12. Facebook- major communication tool with 700 likes (70% of school population).

13. Progressbook- communication tool for parents to monitor student academic and discipline progress. High level of use at the 6th and 7th grades.

**2. Describe the process by which the school builds and sustains partnerships with the local community for the purpose of securing and utilizing resources to support the school and student achievement.**

Conway MS builds partnerships with the business and community through our Partner in Ed program, as well as a vibrant PTSA recruitment effort. Local business support our school through holding special event nights where the proceeds come back to the school, and through generous gifts.

## C. Effective Leadership

### 1. School Leadership Team

#### a. Membership

Identify the name, email address and position title for each member of the school leadership team.:

Name	Title
Nampon, Margaret	Principal
Allen-Jackson, Kim	Assistant Principal
Flowers, Lisa	Instructional Coach
Crown, Kathleen	Assistant Principal
Hamilton, Shannon	Instructional Coach
Coryell, Michael	Dean
Thomas, Carla	Dean

#### **b. Duties**

##### ***1. Describe the roles and responsibilities of the members, including how they serve as instructional leaders and practice shared decision making.***

The leadership team creates a shared vision of instruction and decision making through the use of multiple pieces of data to monitor the effectiveness of the school. All members of the leadership team collaborate and analyze data from these systems to ensure effectiveness.

Data systems that are reviewed include:

1. Teacher observation data to determine strengths and weakness on the instructional staff.
2. Discipline data to determine trends and put strategies in place to help lower the overall discipline rate.
3. Grade distribution data to determine target areas to serve high needs populations.
4. Standards data to determine areas of success and remediation.
5. MTSS data to help target specific interventions to be used with our student populations that need extra support.

Through weekly leadership meetings, the leadership team meets to discuss the available data and then works collaboratively to put plans in place to address areas of weakness.

##### ***2. Describe the process through which school leadership identifies and aligns all available resources (e.g., personnel, instructional, curricular) 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. 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 leadership team of the school:

1. Meets every week to review school data.
2. Conducts weekly data/PLC meetings with assigned staff to review data.
3. Monitors team/MTSS meetings.
4. Monitors the curriculum specific PLC meetings.
5. Meets weekly with teachers to help collaborate on common lessons and assessments.

##### **Remediation**

1. Reading classes for all level 1 students. Teachers have been trained to use of iReady. Data is monitored to determine which students are making progress in the program, and which students will still need more interventions. (CRT, AP over reading)
2. Saturday school classes will be offered to all level 1 students. Teachers received training for the iReady program as well as small group instruction through Tabor Rotation. Data is monitored to determine student success in the programs. (Principal)
3. After school tutoring program through the YMCA. Free service provided by the YMCA in which our students benefit. Tutoring in ELA and math is available daily, using the schools certified teachers as resources. Daily attendance lists are collected and analyzed to determine trends in who is attending.

(Principal, YMCA coordinator).

4. Morning math lab that is being run in conjunction with our partner Mathnasium. Lab is staffed with two math teachers, as well as two HS students who provide homework help for students on Monday and Wednesday. Daily attendance lists are collected and analyzed to determine trends in who is attending (Principal, math coach).

#### Acceleration

1. Advanced level classes for all curriculum areas. Lessons are created that will allow advanced level students to dive deeper into the curriculum, and have them engage in deeper and higher level activities appropriate to their level. Grade distribution data and classroom observations will be used to monitor the students' progress. (Leadership team)

#### Reading

1. School wide use of iReady. This provides students with leveled reading texts that are high interest and tailored to the appropriate curriculum. Teachers have been trained on the program, and receive ongoing training with the program. Reading, Social Studies and Language Arts teachers all assign students articles to read, based on their curriculum. Data is monitored to determine which teachers and students are using the program and making gains towards college and career readiness. (Leadership team, reading teachers)

#### Math

1. Implementation of iReady curriculum. This program, based on small groups, is designed to give students more opportunities to work with their peers which will help them process information at a higher level. This is being implemented in all grade levels, and all math subjects. Teachers have received training, and receive ongoing coaching regarding iReady and district resources. Data will be monitored for effectiveness of the instructional system using iReady and the district. (district, Principal)

2. Collaboration with the YMCA to create a tutorial model that supports students in Algebra. Through the use of Math Nation and Khan Academy, students staying after school will be able to receive another layer of support in addition to the normal instruction during the regular school day.

#### Supplemental Academic Instruction (SAI)

1. All students with an Individual Educational Plan that receive disciplinary consequences will be assigned to the PASS program (alternative placement). The student is placed with an ESE certified teacher from 4:00 pm to 7:30 pm to work on assignments outside of the classroom.

2. The media specialist stays after school hours to keep the media center open for students that need to use the computer lab for research. The media specialist has also been trained in the Edgenuity course recovery program to help students who need to take assessments to receive credit. (Leadership team, ESE team, Media Specialist and credit recovery teachers)

The McKinney-Vento Homeless Assistance Act ensures our homeless students receive the same free, appropriate public education as other students. (Guidance counselors)

Character Education is the deliberate effort to help our students understand, care about, and act upon core ethical values. This 30 minute class is held every month to help our students engage in activities that make them think critically about moral and ethical questions, inspire them to become committed to moral and ethical actions, and give them ample opportunities to practice moral and ethical behavior. Teachers may need materials as they develop their lessons.

## 2. School Advisory Council (SAC)

### a. Membership

Identify the name and stakeholder group for each member of the SAC.:

Name	Stakeholder Group
Margaret Nampon	Principal
Jennifer Benoit	Parent
Peggy Hoffman	Parent
Liza Morales	Teacher
Isis Bergada	Teacher
Migdalia Natali	Education Support Employee
Andrea Patulak	Parent
Fernanda Melo	Business/Community

### b. Duties

#### **1. Provide a description of the SAC's involvement with the following activities, as required by section 1001.452(2), Florida Statutes**

The school's response to this question may address the requirements of ESSA, P.L. No. 114-95, Â§ 1114(b)(2).

##### *a. Evaluation of last year's school improvement plan*

1. The first SAC meeting will be held on September 11, 2017 and will be devoted to evaluating the schools' effectiveness during last school year.
2. SAC members will compare each section of the 2017-2018 SIP with the 2016-2017 SIP. The members were looking at the plans closely to regain our A grade.
3. Monthly meetings allow parents and teachers to voice their opinions and suggestions on established concerns.

##### *b. Development of this school improvement plan*

Parents want to know what's happening in their children's school, and take a hands-on approach to education. School Advisory Councils (SAC) are intended to give parents a say in what's going on at school, from policies to extra-curricular programs, fundraising and more. At each meeting, a specific topic related to the school is addressed, and parents are asked for input. Topics include school safety, school cleanliness, school programs (iReady), and parental involvement. Parental involvement has been seen as a critical issue for increasing the school grade, and one in which the SAC took an active role in developing.

##### *c. Preparation of the school's annual budget and plan*

The SAC will work with the school leadership team to identify priorities, and specific ways to achieve the goal of another A grade.

#### **2. Describe the use of school improvement funds allocated last year, including the amount budgeted for each project.**

School improvement funds will be allocated to upgrading our handheld radio system to increase the level of safety for our students. Additionally, the School Advisory Committee approved using SAC funds for 300 calculators for testing purposes.

#### **3. Verify that the school is in compliance with section 1001.452, Florida Statutes, regarding the establishment requirements and duties of the SAC.**

Yes

a. If the school is not in compliance, describe the measures being implemented to meet SAC requirements.

### 3. Literacy Leadership Team (LLT)

#### a. Membership

Identify the name and position title for each member of the school-based LLT or similar group, if applicable.:

Name	Title
Nampon, Margaret	Principal
Flowers, Lisa	Instructional Coach
Allen-Jackson, Kim	Assistant Principal
Rothfeld, Deborah	Instructional Media
Crown, Kathleen	Assistant Principal
Hamilton, Shannon	Instructional Coach

#### b. Duties

##### 1. Describe how the LLT or similar group promotes literacy within the school, if applicable.

The major initiatives are:

1. Incorporating close reads in all content area classes. This will help teachers address the need for students to have access to complex text as well as the ability to provide scaffolding.
2. Small group instruction using a rotational model during the week that allows for teachers to provide scaffolding and additional writing opportunities to students.

### D. Public and Collaborative Teaching

The school's responses to this section may address the requirements of ESSA, P.L. No. 114-95, Â§ 1114(b)(7)(A)(iii)(IV).

#### 1. Describe the school's strategies to encourage positive working relationships between teachers, including collaborative planning and instruction.

Teachers of the same curriculum meet in PLC groups to discuss data and effective strategies to use in the classroom. Teachers were given the task of creating group norms and meeting expectations at the beginning of the year. Monthly, the admin team sits in on the curriculum group PLCs to answer questions and clarify expectations. Core grade level content teams (ie. 7th grade civics) are grouped together for planning purposes, and have the opportunity to meet daily if necessary.

Common lesson planning has been incorporated this year, in which the teachers actively plan with an administrator/coach to ensure standards are being thoughtfully deconstructed, allowing students the opportunity to meet the standards after carefully scaffolded lessons.

#### 2. Describe the school's strategies to recruit, develop and retain highly qualified, certified-in-field, effective teachers to the school.

1. Closely monitor the master schedule to ascertain that the teachers have been assigned to teaching fields in which they are highly qualified.
2. Provide content area teachers with research and strategies for teaching English Language learners through ELL Endorsement classes.
3. Track certification and HQ issues from the moment of employment with constant reminders of registration dates, application deadlines, etc. Analyze data from all teachers' certifications, testing staff

development, and service records to ensure that all meet highly qualified status.

4. Monitor closely the teachers hired to ascertain that they are highly qualified.

5. Assistant Principal, Curriculum Resource Teacher, School Secretary are responsible for monitoring the recruitment of highly qualified new teachers and the school mentoring program.

6. PD is provided twice monthly during the day to ensure teachers have an understanding of all initiatives they are being asked to implement.

7. New teacher induction. Each new teacher is paired up with a mentor teacher, and their curriculum leader to ensure that they have the support they need to be successful. A new teacher meeting is held at the beginning of each year to answer generic questions and help locate resources.

8. Monthly beginning teacher meetings, each highlighting a different area that a teacher new to the school/district and teaching would need to be aware of.

### **3. Describe the school's teacher mentoring program, including the rationale for pairings and planned mentoring activities.**

Initial Phase: During the first few weeks of school the assigned Mentor will be helping with the training new teacher (TNT) program to become familiar with the school/district/state educational procedures, policies, and requirements. During this time, the Mentor may assist TNT with the following:

- Becoming familiar with school, district, and state policies and procedures.
- Securing materials such as supplies, curricular guides, and other resource materials.
- Confirming that TNT has the appropriate technology, books, and professional materials.
- Discussing specific guidelines, responsibilities, and events that are unique to our building.
- Identifying locations in the school that TNT will need to know - library, cafeteria, front office, etc.
- Assuring that TNTs understand the emergency policies and procedures.
- Other needs are identified by TNT or the site administrator.

Second Phase: During the first nine weeks of school the assigned Mentor will help TNT with curriculum and instruction which will insure students' academic success.

\* Assisting with developing lesson plans that increase rigor and engage students.

\*Understanding Marzano strategies and including the strategies in daily lessons.

\*Understanding the connection Marzano strategies have with iObservation.

\*Understanding that human patterns (physiological, safety, feeling of belonging and love, esteem, self-actualization and self-transcendence - Maslow's Hierarchy of Needs ) help teachers connect to students before they accept the responsibility of learning.

The Mentor will also introduce TNT to other staff members and assist with securing the resources that they may need to set up their classes and be effective in their new position. The Mentor is a fellow curriculum teacher that has shown effectiveness in the same curriculum area when possible.

## **E. Ambitious Instruction and Learning**

### **1. Instructional Programs and Strategies**

#### **a. Instructional Programs**

##### ***1. Describe how the school ensures its core instructional programs and materials are aligned to Florida's standards.***

All materials are provided by the school district to ensure equality in each class. All materials used are state approved and uniformly adopted by the district. Teachers attend staff development to discuss their standards that will be assessed on their FSA or EOC assessments. Lesson Plans are checked to ensure that the state benchmarks are being taught. Observation data from iObservation is used to validate the lesson plans and their effectiveness.

Common lesson planning with administration has been incorporated this year to all content areas. Administrators meet weekly in a group setting to review lesson plans, ensure that standards are being taught at the appropriate level of rigor, that students have multiple opportunities to connect with the curriculum, and that opportunities for assessment and remediation are built in to the daily lessons of the teacher.

## **b. Instructional Strategies**

***1. Describe how the school uses data to provide and differentiate instruction to meet the diverse needs of students. Provide examples of how instruction is modified or supplemented to assist students having difficulty attaining the proficient or advanced level on state assessments.***

Conway MS uses a variety of data points to determine when students are in need of supplemental instruction to help them to become successful. Data systems used to monitor includes:

1. Teacher observation data to determine strengths and weaknesses of the instructional staff.
2. Discipline data to determine trends and put strategies in place to help lower the overall discipline rate.
3. Grade distribution data to determine target areas to serve high needs populations.
4. Benchmark data to help develop plans for acceleration and remediation.
5. MTSS data to help target specific interventions to be used with our student populations that need extra assistance.
6. Common formative assessments through PLC's which are curricular based and monitored by instructional coaches and administrators.

Intervention strategies for students include:

1. Reading classes for level 1 students.
2. Tutoring available before and after school (YMCA and Math lab).
3. Saturday school available for level 1 students in math and language arts.
4. ESE Support facilitation teacher and pull-ins into specific curriculum classes (science and math).
5. ESE para support and pull-ins into math, and ELA classes.
6. ELL para support pull-ins into ELA and ELL reading classes.
7. Learning strategies classes for our ESE students.
8. MTSS supports in individual classes (extended time, preferential seating, class notes, etc.).

***2. Provide the following information for each strategy the school uses to increase the amount and quality of learning time and help enrich and accelerate the curriculum:***

**Strategy:** Summer Program

**Minutes added to school year:** 9,600

YMCA Summer Camp June 13-July 20. 8:00 am - 4:00 pm No Fridays/July 4th week

***Strategy Rationale***

YMCA has mandatory academic time built into each day the camp operates. Certified teachers are used in that dedicated academic time. Resources include Achieve300 for reading, and Moby Max for math.

***Strategy Purpose(s)***

- Core Academic Instruction
- Enrichment
- Teacher collaboration, planning and professional development

***Person(s) responsible for monitoring implementation of the strategy***

Crown, Kathleen, kathleen.crown@ocps.net

***Data that is or will be collected and how it is analyzed to determine effectiveness of the strategy***

Weekly reports were filed with the YMCA Business recording the following:

1. earned "dog tags" - Character Education
2. total minutes reading
3. minutes of interaction with Kid's College - math activity
4. minutes in physical fitness
5. minutes with Junior Achievement and Career Programs
6. iReady

**Strategy:** Summer Program

**Minutes added to school year:** 6,720

AVID Algebra 1 Program

**Strategy Rationale**

Algebra program for students going into Algebra for the first time. Students are exposed to foundational skills that will help them become better prepared for the following school year when they enter Algebra.

**Strategy Purpose(s)**

- Core Academic Instruction
- Enrichment
- Teacher collaboration, planning and professional development

**Person(s) responsible for monitoring implementation of the strategy**

Allen-Jackson, Kim, kimberly.allenjackson@ocps.net

**Data that is or will be collected and how it is analyzed to determine effectiveness of the strategy**

Pre and Post tests are given to each student in the program.

**Strategy:** Extended School Day

**Minutes added to school year:** 20,400

YMCA Before/After School Program

**Strategy Rationale**

YMCA program provides services to students both before and after school. Students enrolled in the program are given dedicated academic tutoring time each day with a certified teacher. Students are given specific academic help with reading and math, as well as general homework help.

**Strategy Purpose(s)**

- Core Academic Instruction

**Person(s) responsible for monitoring implementation of the strategy**

Hanson, Michael Scott, michael.hanson@ocps.net

**Data that is or will be collected and how it is analyzed to determine effectiveness of the strategy**

Weekly reports were filed with the YMCA Business recording the following:

1. earned "dog tags" - Character Education
2. total minutes reading
3. minutes of interaction with Kid's College - math activity
4. minutes in physical fitness
5. minutes with Junior Achievement and Career Programs

**Strategy:** Extended School Day

**Minutes added to school year:** 3,600

Course Recovery using Edgenuity.

**Strategy Rationale**

Edgenuity program is used for course recovery of students who have failed a marking period, or failed a class. Students are required to do the actual coursework on their own time at home, and then take any assessments for the courses at school.

**Strategy Purpose(s)**

- Core Academic Instruction
- Enrichment

**Person(s) responsible for monitoring implementation of the strategy**

Allen-Jackson, Kim, kimberly.allenjackson@ocps.net

**Data that is or will be collected and how it is analyzed to determine effectiveness of the strategy**

Number of students that completed a core subject failed in 6th, 7th or 7th grade

**2. Student Transition and Readiness**

**a. PreK-12 Transition**

The school's response to this question may address the requirements of ESSA, P.L. No. 114-95, Â§ 1114(b)(7)(A)(iii)(V).

**1. Describe the strategies the school employs to support incoming and outgoing cohorts of students in transition from one school level to another.**

Transitions between grade levels are important for student success. Conway MS supports two transitions, from 5th to 6th grade and from 8th to 9th grade.

**5th to 6th**

Rising 6th grade students are given multiple opportunities to interact with the guidance team prior to student orientations. Counselors visit the schools in March to introduce the courses, programs and get to know the students. From there, students are given three opportunities to visit the school through orientations. Orientations are given to students where they get to tour the campus, visit specific classrooms and talk with teachers and other staff. During the summer time, the YMCA provides a program for rising 6th grade ESE students that help them come on campus for a couple of days of activities and orientation to help their transition. During pre-planning, 6th grade students are given a night to come on campus and get their schedules, meet their teachers, pick up PE clothes, and get their student IDs.

**8th to 9th**

Future 9th grade students meet with their future guidance counselors (Boone, Colonial and Oak Ridge), during specific days. The counselors bring their program and registration information to the students. The counselors make visits later in the year to pick up course requests and answer questions students may have.

**b. College and Career Readiness**

**1. Describe the strategies the school uses to advance college and career awareness, which may include establishing partnerships with business, industry or community organizations.**

Guidance Counselors promote academic and career planning through their classroom lessons, small group, and individual student meetings. This year we are going to begin a school wide program to address academic achievement and career planning. All instructional staff will have a small group of students they meet with bi-monthly to discuss, guide, and plan student academic goals and outlooks.

**2. Identify the career and technical education programs available to students and industry certifications that may be earned through those respective programs.**

Conway incorporates applied and integrated courses to help students see the relationship between subjects and real life through several means. We provide students the opportunity to take various STEM classes during their years at Conway. These STEM classes offer students a chance to get more hands on experience while they use basic subject matter like math and science. Additionally, Conway offers Introduction to Information Technology which has an industry certification tied to it. Conway also services our students by offering high school level classes, such as Honors Algebra, Earth Space Science, Geometry, Physical Science, and Spanish 1. Faculty and staff regularly discuss the connection of what we are learning in the classroom to future goals and real life. This is embedded in daily teacher lessons or classroom Guidance lessons

**3. Describe efforts the school has taken to integrate career and technical education with academic courses (e.g., industrial biotechnology) to support student achievement.**

The school is using bi-monthly academic advising groups to help improve student readiness for the post-secondary level. High School Counselors come to speak to our 8th graders in the spring to discuss high school planning in more detail.

**4. Describe strategies for improving student readiness for the public postsecondary level based on annual analysis of the [High School Feedback Report](#), as required by section 1008.37(4), Florida Statutes.**

Conway MS has a tradition of preparing students for success in the post-secondary level. Conway offers a variety of high school level courses that allow students to accelerate their learning. Courses such as Spanish I, Earth Space Honors and Algebra I Honors in 7th grade, and Physical Science Honors, Geometry, and Spanish 2 in 8th grade allow students to complete up to 6 high school classes before entering high school. Students that are enrolled in these courses are set to take higher level such as AP and college level courses in high school.

## II. Needs Assessment

The school's completion of this part may address the requirements of ESSA, P.L. No. 114-95, Â§ 1114(b)(6).

### A. Problem Identification

#### 1. Data to Support Problem Identification

##### b. Data Uploads

Data uploads are not required by the Florida Department of Education but are offered as a tool for the needs assessment. In this section, the school may upload files of locally available data charts and graphs being used as evidence of need.

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 school to summarize the points of strength and areas of need that have been identified in the data.

## B. Problem Analysis Summary

This section is not required by the Florida Department of Education but is provided as an opportunity for the school to summarize the underlying "why" or 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.

## C. Strategic Goals

## School 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.** Conway MS will increase teacher instructional capacity through the use of the DPLC Literacy strategies to increase rigor and student achievement. (Division Priority: Invest in human capital).
- G2.** Conway MS will ensure a collaborative teaching and learning environment to increase planning effectiveness and student achievement. (Division Priority: Narrow achievement gaps for socio-economic and racial subgroups).

## 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.** Conway MS will increase teacher instructional capacity through the use of the DPLC Literacy strategies to increase rigor and student achievement. (Division Priority: Invest in human capital). 1a

G095187

**Targets Supported** 1b

Indicator	Annual Target
FSA ELA Achievement	59.0
FSA Mathematics Achievement	55.0

**Targeted Barriers to Achieving the Goal** 3

- Content area teachers continue to struggle with implementation of effective literacy strategies.

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

- iObservation feedback.
- Staff development on DQ2, DQ3, and DQ4.
- PLC meetings.
- Collaborative teams developing lesson plans and assessments.
- Collaborative team reflection led by coaches and administrators.
- Staff Development on effective literacy strategies led by the DPLC team.

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

Collect data on the frequency of observations conducted in DQ3 & DQ4.

**Person Responsible**

Margaret Nampon

**Schedule**

Weekly, from 9/5/2017 to 5/30/2018

**Evidence of Completion**

Evidence will include the iObservation reports that detail which elements are most frequently observed.

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

Analyze data of student growth.

**Person Responsible**

Lisa Flowers

**Schedule**

Biweekly, from 9/5/2017 to 5/29/2018

**Evidence of Completion**

Evidence will include teacher data reports posted on the school collaboration SharePoint site.

**G2.** Conway MS will ensure a collaborative teaching and learning environment to increase planning effectiveness and student achievement. (Division Priority: Narrow achievement gaps for socio-economic and racial subgroups). 1a

G095188

**Targets Supported** 1b

Indicator	Annual Target
FSA ELA Achievement	59.0
FSA Mathematics Achievement	55.0

**Targeted Barriers to Achieving the Goal** 3

- Teachers not teaching to the level of the standard and not implementing effective ELL strategies.

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

- iObservation feedback.
- Staff Development on research-based ELL strategies.
- PLC meetings.
- Collaborative Teams developing lesson plans and assessments with coaching support.
- Release time for teachers to observe other teachers.

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

Collect data on the frequency of observations conducted and the quality of the elements being used in DQ3 and DQ4 and within lesson plans.

**Person Responsible**

Lisa Flowers

**Schedule**

Weekly, from 9/5/2017 to 5/29/2018

**Evidence of Completion**

Evidence will include the completed data charts and inclusion of ELL strategies in lesson plans.

## Action Plan for Improvement


*For each strategy selected in the plan to reduce a targeted barrier to a strategic goal, this section lists the rationale for that strategy (i.e., why the school believes it will reduce the barrier) and the action steps that have been identified as necessary to implementing the strategy, including details such as the point person, timing and duration, and evidence of completion. At the end of each set of action steps is the plan for monitoring the implementation and effectiveness of the respective strategy.*

### Problem Solving Key


**G** = Goal

**B** =  
Barrier

**S** = Strategy

 = Problem Solving Step     S123456 = Quick Key

**G1.** Conway MS will increase teacher instructional capacity through the use of the DPLC Literacy strategies to increase rigor and student achievement. (Division Priority: Invest in human capital). 1

 G095187

**G1.B4** Content area teachers continue to struggle with implementation of effective literacy strategies. 2

 B256184

**G1.B4.S1** Content area teachers have not been able to effectively implement literacy strategies within their lessons. 4

 S270802

### Strategy Rationale

Conway Middle School will participate in the district professional learning community (DPLC) in order to support best practices in literacy.

### Action Step 1 5

Select DPLC team.

#### Person Responsible

Margaret Nampon

#### Schedule

Weekly, from 9/5/2017 to 5/29/2018

#### Evidence of Completion

Submission of team member names to county DPLC lead.

### Action Step 2 5

DPLC teachers attend county trainings and meetings.

#### Person Responsible

Margaret Nampon

#### Schedule

Monthly, from 10/25/2017 to 5/30/2018

#### Evidence of Completion

Team members will return from meetings with resources to support implementation of learned literacy strategies.

### Action Step 3 5

DPLC members will train teachers on effective literacy strategies learned at DPLC meetings.

**Person Responsible**

Lisa Flowers

**Schedule**

Monthly, from 11/1/2017 to 5/30/2018

***Evidence of Completion***

Evidence will include sign-in sheets at trainings and resource materials used by DPLC team members.

### Plan to Monitor Fidelity of Implementation of G1.B4.S1 6

Analyze data of student growth.

**Person Responsible**

Lisa Flowers

**Schedule**

Every 3 Weeks, from 9/5/2017 to 5/29/2018

***Evidence of Completion***

Evidence will include teacher data reports posted on the school collaboration SharePoint site.

### Plan to Monitor Effectiveness of Implementation of G1.B4.S1 7

Administration will analyze growth of teacher capacity as evidenced by administrative and coaching observations conducted in DQ2, DQ3 and DQ4.

**Person Responsible**

Margaret Nampon

**Schedule**

Weekly, from 9/5/2017 to 5/29/2018

***Evidence of Completion***

I-Observation data reports.

**Plan to Monitor Effectiveness of Implementation of G1.B4.S1** 7

Administration will analyze growth of teacher capacity as evidenced by administrative and coaching observations conducted in DQ2, DQ3 and DQ4.

**Person Responsible**

Margaret Nampon


**Schedule**

Weekly, from 9/5/2017 to 5/29/2018

***Evidence of Completion***

I-Observation data reports.

**G2.** Conway MS will ensure a collaborative teaching and learning environment to increase planning effectiveness and student achievement. (Division Priority: Narrow achievement gaps for socio-economic and racial subgroups). 1

 G095188

**G2.B5** Teachers not teaching to the level of the standard and not implementing effective ELL strategies. 2

 B256189

**G2.B5.S1** Common lesson planning with coaches and administrators. 4

 S270804

### Strategy Rationale

With the help of the administration and coaches, planning sessions are designed to help the teacher match the appropriate level of rigor of their content, with the appropriate Marzano element and ELL strategy as evidenced from the collection of data from common formative assessments. Effectiveness of these meetings will be measured using student data that tracks learning gains.

### Action Step 1 5

Master schedule with common planning times embedded into the schedule.

#### Person Responsible

Kim Allen-Jackson

#### Schedule

On 8/7/2017

#### Evidence of Completion

Master schedule.

### Action Step 2 5

Planning calendar that has common planning sessions for the year.

#### Person Responsible

Shannon Hamilton

#### Schedule

On 8/7/2017

#### Evidence of Completion

Calendar has been created with the dates already assigned.

### Action Step 3 5

Meeting with teachers weekly to create lesson plans.

**Person Responsible**

Shannon Hamilton

**Schedule**

Weekly, from 8/14/2017 to 5/30/2018

***Evidence of Completion***

Teachers will produce lesson plans weekly and upload to the SharePoint collaboration site.

### Action Step 4 5

Monitoring of lesson plans and providing feedback to improve the quality of lesson plans.

**Person Responsible**

Lisa Flowers

**Schedule**

Weekly, from 8/16/2017 to 5/30/2018

***Evidence of Completion***

Lesson plan checks with comments and feedback

### Action Step 5 5

Classroom observations that connect the lesson plan to the effective use of the Marzano instructional framework.

**Person Responsible**

Margaret Nampon

**Schedule**

Daily, from 8/23/2017 to 5/30/2018

***Evidence of Completion***

Administration will conduct daily walkthroughs with a focus on alignment of instruction, and will review student achievement progress in tri-weekly data meetings.

### Action Step 6 5

Admin monitoring of iObservation results in order to create an action plan for continuous improvement.

**Person Responsible**

Margaret Nampon

**Schedule**

Weekly, from 9/5/2017 to 5/30/2018

***Evidence of Completion***

iObservation reports and action plans that are communicated in leadership team minutes

### Plan to Monitor Fidelity of Implementation of G2.B5.S1 6

Coaches will hold tri-weekly data chats with teachers focusing on comparisons among ELL and non-ELL students. Coaches and teachers will analyze growth data of ELL students, tracking student progress on data charts.

**Person Responsible**

Lisa Flowers

**Schedule**

Every 3 Weeks, from 8/23/2017 to 5/30/2018

***Evidence of Completion***

Coaches and teachers will analyze growth data of ELL students, tracking student progress on data charts.

### Plan to Monitor Effectiveness of Implementation of G2.B5.S1 7

Meeting with teachers weekly for lesson planning to incorporate ELL strategies within their lesson plans.

**Person Responsible**

Shannon Hamilton

**Schedule**

Weekly, from 8/16/2017 to 5/30/2018

***Evidence of Completion***

Lesson plans and meeting minutes.

## 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>					
G2.B5.S1.A1 A362836	Master schedule with common planning times embedded into the schedule.	Allen-Jackson, Kim	8/7/2017	Master schedule.	8/7/2017 one-time
G2.B5.S1.A2 A362837	Planning calendar that has common planning sessions for the year.	Hamilton, Shannon	8/7/2017	Calendar has been created with the dates already assigned.	8/7/2017 one-time
G1.MA2 M387703	Analyze data of student growth.	Flowers, Lisa	9/5/2017	Evidence will include teacher data reports posted on the school collaboration SharePoint site.	5/29/2018 biweekly
G2.MA1 M387709	Collect data on the frequency of observations conducted and the quality of the elements being used...	Flowers, Lisa	9/5/2017	Evidence will include the completed data charts and inclusion of ELL strategies in lesson plans.	5/29/2018 weekly
G1.B4.S1.MA1 M387699	Administration will analyze growth of teacher capacity as evidenced by administrative and coaching...	Nampon, Margaret	9/5/2017	I-Observation data reports.	5/29/2018 weekly
G1.B4.S1.MA1 M387700	Administration will analyze growth of teacher capacity as evidenced by administrative and coaching...	Nampon, Margaret	9/5/2017	I-Observation data reports.	5/29/2018 weekly
G1.B4.S1.MA1 M387701	Analyze data of student growth.	Flowers, Lisa	9/5/2017	Evidence will include teacher data reports posted on the school collaboration SharePoint site.	5/29/2018 every-3-weeks
G1.B4.S1.A1 A362827	Select DPLC team.	Nampon, Margaret	9/5/2017	Submission of team member names to county DPLC lead.	5/29/2018 weekly
G1.MA1 M387702	Collect data on the frequency of observations conducted in DQ3 & DQ4.	Nampon, Margaret	9/5/2017	Evidence will include the iObservation reports that detail which elements are most frequently observed.	5/30/2018 weekly
G1.B4.S1.A2 A362828	DPLC teachers attend county trainings and meetings.	Nampon, Margaret	10/25/2017	Team members will return from meetings with resources to support implementation of learned literacy strategies.	5/30/2018 monthly
G1.B4.S1.A3 A362829	DPLC members will train teachers on effective literacy strategies learned at DPLC meetings.	Flowers, Lisa	11/1/2017	Evidence will include sign-in sheets at trainings and resource materials used by DPLC team members.	5/30/2018 monthly
G2.B5.S1.MA1 M387707	Meeting with teachers weekly for lesson planning to incorporate ELL strategies within their lesson...	Hamilton, Shannon	8/16/2017	Lesson plans and meeting minutes.	5/30/2018 weekly
G2.B5.S1.MA1 M387708	Coaches will hold tri-weekly data chats with teachers focusing on comparisons among ELL and non-ELL...	Flowers, Lisa	8/23/2017	Coaches and teachers will analyze growth data of ELL students, tracking student progress on data charts.	5/30/2018 every-3-weeks
G2.B5.S1.A3 A362838	Meeting with teachers weekly to create lesson plans.	Hamilton, Shannon	8/14/2017	Teachers will produce lesson plans weekly and upload to the SharePoint collaboration site.	5/30/2018 weekly
G2.B5.S1.A4 A362839	Monitoring of lesson plans and providing feedback to improve the quality of lesson plans.	Flowers, Lisa	8/16/2017	Lesson plan checks with comments and feedback	5/30/2018 weekly
G2.B5.S1.A5 A362840	Classroom observations that connect the lesson plan to the effective use of the Marzano...	Nampon, Margaret	8/23/2017	Administration will conduct daily walkthroughs with a focus on alignment of instruction, and will review student achievement progress in tri-weekly data meetings.	5/30/2018 daily
G2.B5.S1.A6 A362841	Admin monitoring of iObservation results in order to create an action plan for continuous...	Nampon, Margaret	9/5/2017	iObservation reports and action plans that are communicated in leadership team minutes	5/30/2018 weekly

## V. Professional Development Opportunities

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

**G1.** Conway MS will increase teacher instructional capacity through the use of the DPLC Literacy strategies to increase rigor and student achievement. (Division Priority: Invest in human capital).

**G1.B4** Content area teachers continue to struggle with implementation of effective literacy strategies.

**G1.B4.S1** Content area teachers have not been able to effectively implement literacy strategies within their lessons.

### PD Opportunity 1

Select DPLC team.

#### Facilitator

Nampon, Margaret

#### Participants

DPLC team.

#### Schedule

Weekly, from 9/5/2017 to 5/29/2018

### PD Opportunity 2

DPLC teachers attend county trainings and meetings.

#### Facilitator

#### Participants

#### Schedule

Monthly, from 10/25/2017 to 5/30/2018

### PD Opportunity 3

DPLC members will train teachers on effective literacy strategies learned at DPLC meetings.

**Facilitator**

DPLC Members.

**Participants**

Content area teachers.

**Schedule**

Monthly, from 11/1/2017 to 5/30/2018

**G2.** Conway MS will ensure a collaborative teaching and learning environment to increase planning effectiveness and student achievement. (Division Priority: Narrow achievement gaps for socio-economic and racial subgroups).

**G2.B5** Teachers not teaching to the level of the standard and not implementing effective ELL strategies.

**G2.B5.S1** Common lesson planning with coaches and administrators.

### PD Opportunity 1

Planning calendar that has common planning sessions for the year.

**Facilitator**

Administration and coaches

**Participants**

All classroom teachers

**Schedule**

On 8/7/2017

### PD Opportunity 2

Monitoring of lesson plans and providing feedback to improve the quality of lesson plans.

**Facilitator**

Administration

**Participants**

All classroom teachers

**Schedule**

Weekly, from 8/16/2017 to 5/30/2018

## VI. Technical Assistance Items

Technical Assistance opportunities identified in the SIP as action steps to achieve the school's goals.

## VII. Budget

1	G1.B4.S1.A1	Select DPLC team.					\$0.00
2	G1.B4.S1.A2	DPLC teachers attend county trainings and meetings.					\$0.00
3	G1.B4.S1.A3	DPLC members will train teachers on effective literacy strategies learned at DPLC meetings.					\$0.00
4	G2.B5.S1.A1	Master schedule with common planning times embedded into the schedule.					\$0.00
5	G2.B5.S1.A2	Planning calendar that has common planning sessions for the year.					\$0.00
6	G2.B5.S1.A3	Meeting with teachers weekly to create lesson plans.					\$25,000.00
	Function	Object	Budget Focus	Funding Source	FTE	2017-18	
	0000		1391 - Conway Middle	General Fund			\$25,000.00
			Notes: Monies for guest teachers to ensure the availability to have common planning.				
7	G2.B5.S1.A4	Monitoring of lesson plans and providing feedback to improve the quality of lesson plans.					\$25,000.00
	Function	Object	Budget Focus	Funding Source	FTE	2017-18	
			1391 - Conway Middle				\$25,000.00
8	G2.B5.S1.A5	Classroom observations that connect the lesson plan to the effective use of the Marzano instructional framework.					\$0.00
9	G2.B5.S1.A6	Admin monitoring of iObservation results in order to create an action plan for continuous improvement.					\$0.00
Total:							\$50,000.00