

Westwood Heights Elementary School

2861 SW 9TH ST, Fort Lauderdale, FL 33312

[no web address on file]

School Demographics

School Type
Elementary

Title I
Yes

Free/Reduced Price Lunch
97%

Alternative/ESE Center
No

Charter School
No

Minority
99%

School Grades History

Year	2013-14	2012-13	2011-12	2010-11
Grade	F	F	D	C

School Board Approval

This plan was approved by the Broward County School Board on 12/9/2014.

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.

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, or with a grade of F within the prior two years. For all other schools, the district may use a template of its choosing. All districts must submit annual assurances that their plans meet statutory requirements.

This document was prepared by school and district leadership using the Florida Department of Education'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 resources available to support the goals and barriers that could hinder achieving those goals (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 is a statewide network of strategic support, differentiated by need according to performance data, and provided to schools and districts in order to improve leadership capacity, teacher efficacy and student outcomes. DA field teams collaborate with district and school leadership to design, implement and refine improvement plans, as well as provide instructional coaching, as needed.

DA Regions

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

DA Categories

Traditional public schools are classified at the start of each school year, based upon the most recently released school grades (A-F), into one of the following categories:

- Not in DA – currently A or B with no F in prior three years; charter schools; ungraded schools
- Monitoring Only – currently A or B with at least one F in the prior three years
- Prevent – currently C
- Focus – currently D
 - Planning – two consecutive grades of D (i.e., DD), or a grade of F immediately followed by a grade of D in the most recent grades release (i.e., FD)
 - Implementing – two consecutive grades of D in the most recent grades release preceded by a grade below C (i.e., FDD or DDD)
- Priority – currently F
 - Planning – declined to a grade of F in the most recent grades release and have not received a planning year or implemented a turnaround option during the previous school year
 - Implementing – two consecutive grades of F (i.e., FF), or three consecutive grades below C with an F in the most recent grades release (i.e., FDF or DDF)

DA Turnaround and Monitoring Statuses

Additionally, schools in DA are subject to one or more of the following Turnaround and Monitoring Statuses:

- Former F – currently A-D with at least one F in the prior three years; SIP is monitored by FDOE
- Planning – Focus Planning and Priority Planning; district is planning for possible turnaround
- Implementing – Focus Implementing and Priority Implementing; district is implementing the Turnaround Option Plan (TOP)

2014-15 DA Category and Statuses

DA Category	Region	RED
Priority	5	Gayle Sitter
Former F	Turnaround Status	
No		

Part I: Current School Status

Supportive Environment

School Mission and Vision

Provide the school's mission statement

The mission of Westwood Heights Elementary School is to provide a "Community of Learners" environment where each learner will be encouraged to reach his/her potential academically, socially, and emotionally by reducing distractions and increasing parental engagement.

Provide the school's vision statement

The vision of Westwood Heights Elementary School is to promote a "Community of Learners" with an enriched environment where all learners will be prepared for a college and career ready path that consists of educational opportunities from school readiness to adult education. This environment will encompass technologically enriched tools that are essential for 21st century teaching and learning.

School Environment

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

In order to develop skills for cross cultural backgrounds, all staff will become knowledgeable of students' cultural backgrounds and experiences. By gaining general knowledge about students' cultures, this insight will give teachers a sense of perception about behavior, communication, and learning styles. Through our SSOS initiative, Nova Southeastern University (NSU) provided the staff with background knowledge of the students' cultures by explaining in depth culturally appropriate management strategies that will build a commitment into building caring classroom communities. Learners are more likely to succeed if they feel connected to the school in a positive manner which will therefore create a quality classroom environment. Throughout the school year, students will be engaged in monthly learning activities that will highlight the students' origins and/or creating projects that promote themes of diversity, tolerance, and sense of community.

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

Westwood Heights is a school that promotes a safe and respectful environment before, during, and after school where the learners have an open door policy to share their concerns. The school is committed to promoting safety and respect, which is essential for teaching and learning. The school is also committed to reinforcing positive tenets of character education through guidance where the learners are able to incorporate and model monthly expectations throughout the school year. It is critical to establish clear expectations where the students feel safe and respected by: being explicit about expectations, engage students in discussions regarding class norms, model the behavior Westwood Heights Elementary expects, and provide ample opportunities for students to practice.

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

Westwood Heights Elementary school wide behavioral plan involves six comprehensive steps that will help minimize distractions to keep students engaged during instructional time. Step one involves collecting behavior data and analyze the top 10 incidents that occurred in the previous school year

(2013-2014). Step two targets the behavior benchmark by decreasing the school wide target behavior by 50% where the students are in compliance of keeping all hands, body parts, and objects to yourself. Step three documents resources that are needed to reach the behavior target benchmarks. CHAMPS, Character Education, and a Comprehensive Mentoring Program(s) are resources that will be implemented with fidelity to reach Westwood Heights target behavior benchmarks. Step four involves implementation of the CHAMPS Behavior Management System. Teachers and staff will be trained in CHAMPS before the beginning of the school year with reoccurring additional training/sharing of Best Practices throughout the school year to reinforce consistent use of the CHAMPS behavior program school wide. Teachers and support staff will ensure that educational support professionals (ESPs) are trained. Additionally, all staff will complete any and all anti-bullying training provided by the district. All staff will implement CHAMPS daily with all students to ensure school wide adherence and consistency. Step five targets professional development and community involvement strategies that will assist with minimizing distractions that may occur in the classrooms. Step six monitors the School-Wide Positive Behavior Plan and implementation strategies in order to make data driven decisions. Administration and support staff will monitor behavior data weekly and discuss progress at weekly Support Team meetings. Additionally, topics will be a standing agenda item during monthly Team Leader Release meetings.

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

Westwood Heights ensures the social-emotional needs of all learners are met by implementing a comprehensive mentoring programs (i.e Ladies of Essence/Men of Distinction, Three Circles, and other Community Organizations). The mentoring organizations are geared to promote positive social interactions between the learners and adults that are aligned together in order to promote authenticity, empathy, collaboration, and companionship to develop the whole child (student centered). Westwood Heights will promote a healthy understanding of the developmental issues that mentees may experience to help build open relationships that will lead to life-long partnerships.

Family and Community Involvement

The school's response to this section may be used to satisfy the requirements of 20 U.S.C. § 6314(b)(1)(B)(iii)(I)(aa).

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

Title I schools use the Parent Involvement Plan (PIP) to meet the requirements of 20 U.S.C. § 6314(b)(1)(F).

Will the school use its PIP to satisfy this question?

No

PIP Link

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

Description

- Target-Increase parental involvement in SAC
- Target-Increase parental involvement in PTO
- Target-Increase parental involvement in volunteering

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

Community and surrounding businesses are invited to an annual partnership breakfast for recruiting new and retaining current partners. Activities are planned through out the year to highlight the strengths of each partner in a manner that best supports our community of learners.

Effective Leadership

The school's response to this section may be used to satisfy the requirements of 20 U.S.C. § 6314(b)(1)(H).

School Leadership Team

Membership

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

Name	Title
Cottrell, Donald	Principal
Robinson, Lavina	Assistant Principal
Mayers, Jennel	Instructional Coach
Magney, Amy	Instructional Coach
Kelleher, Kitt	Instructional Coach
Insel, Lori	Other

Duties

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

Donald Cottrell, Principal - Monitors curriculum instruction, analyzes assessment data, instructional practices, and provides support to teachers and staff. Lydia Knighton, Assistant Principal – Monitors curriculum instruction, disciplinary concerns, and provides support to teachers and staff. Amy Magney, Guidance Counselor - is the coordinator of the school-based Rtl Leadership Team. The Guidance Counselor, Instructional Coaches, ESE Specialist, School Psychologist and Social Worker are assigned as case managers for academic concerns/referrals and interventions based on their specific content areas. The case managers for behavioral referrals are the School Psychologist, School Social Worker, and administration. The case manager for community and attendance referrals is the social worker and community/BTIP liaison. Severe cases are referred to community agencies or resources. The teachers collect the data and it is submitted to the Rtl Coordinator. The Rtl Coordinator submits the data to the case manager and they consult with the teachers, conduct an interview, and complete an intervention tracking form to track interventions. The data is graphed and then collected and shared with the case manager. The process is brought back to the RTI team to review and monitor interventions or tests. If the interventions at Tier 2 are not successful, the teacher completes a Tier 3 Collaborative Problem Solving Form and a meeting is scheduled for the entire team using all team members. The RTI meetings are held bi-weekly (Tuesday) to discuss intervention plans for students with academic and behavior concerns.

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 RTI leadership team is composed of a multi-disciplinary group of educators. The members are as follows: Donald Cottrell, Principal, Lydia Knighton, Assistant Principal, Lisa Eutsey, Reading Coach , Theon Eames, Science Coach , Jennel Mayers, Math Coach, Amy Magney, Guidance Counselor,

Lori Insel, ESE Specialist and ESOL Coordinator, Shakuanda Holt, School Psychologist, Laura Holt, School Social Worker, Jona Brown, Community and BTIP Liaison.

Title I, Part A

The funds are used to support personnel positions and they are use to employ substitute teachers to relieve teachers for staff/professional development. They are also used for parental involvement, which include parent trainings, seminars and materials.

Title I, Part C- Migrant

N/A

Title I, Part D

N/A

Title II

The funds are to relieve teachers for trainings and conferences. For example; GO Math, Journeys Common Core, Science (DELTA KITS), Writing Process, Technology and the New Common Core Standards.

Title III

N/A

Title X- Homeless

Homeless Liaison assists in identifying students and parents in need of shelter assistance, free meals and supplies. The social worker and the community liaison provide resources (clothing, school supplies and social services referrals) to students identified as homeless under the McKinney-Vento Act.

Supplemental Academic Instruction (SAI)

Supplemental Academic Instruction (SAI) - Regular salary /After School Tutoring

Violence Prevention Programs

Violence Prevention Programs- Bullying assemblies/presentations for parents, teachers and staff members provided by BCPS Police (Victor Smith) and school Guidance counselor

Anti –Bullying Brainshark for staff

Discipline assemblies by Administration

Gang Awareness Assemblies (Grades 4-5) presented by BCPS Police/Investigator

I Am Thumbody Program for self-esteem, bullying prevention by National Institute of Mental Health

Red-Ribbon Week “Say No to Drugs”

Office of Prevention Events: No-Name Calling Week, Choose Peace Not Violence Week

Nutrition Programs

The school participates in the Healthy Schools Program to improve nutrition, physical activity and staff wellness.

Housing Programs

N/A

Early Childhood Education (ECE)

There are three Head Start classes consisting of four year olds. The program is designed to prepare pre-school students to transition into kindergarten.

Adult Education

N/A

Career and Technical Education

School-wide Career Day - Various community leaders are invited to share information about their profession.

5th Grade students attend JA Biz Town to introduce the students to various career opportunities.

Job Training

N/A

Other

N/A

School Advisory Council (SAC)

Membership

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

Name	Stakeholder Group
Donald Cottrell	Principal
Theon Eames	Teacher
TBD at first meeting	Student
	Student

Duties

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

Evaluation of last year's school improvement plan

Last year the school improvement plan was developed and submitted with feedback and input from the SAC committee throughout the year.

Development of this school improvement plan

The School Advisory Council's function is to assist in the process of developing the School Improvement Plan. Monthly meetings are held to address the curriculum plan and long and short term goals. The council works collaboratively with the school, parents, and community to monitor the progress and implementation of the school improvement plan.

Preparation of the school's annual budget and plan

Allocations secured through accountability dollars will be discussed and agreed upon through the SAC process during the 2014-2015 school year. discussion last year centered around increasing technology and media resources.

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

Increase classroom technology through purchase of digital classroom equipment. (i.e: Document Cameras, LCD projectors, Mimio Boards)
 Approximately-\$3,000.00

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

Yes

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

Literacy Leadership Team (LLT)

Membership

Identify the name, email address and position title for each member of the school-based LLT.:

Name	Title
Magney, Amy	Instructional Coach

Duties

Describe how the LLT promotes literacy within the school

To engage in and provide literacy professional development, Professional Learning Communities and Study Groups that support the school's reading goals. Data will be analyzed to evaluate the effectiveness of instruction and to modify instruction and resources to meet the needs of the students. The Comprehensive Core Reading and Intensive Programs will be implemented with fidelity as ongoing progress monitoring will occur. Literacy activities and dialog among peers will be promoted school-wide. Additional support will include the modeling of research-based reading strategies and the team will mentor other teachers.

Public and Collaborative Teaching

The school's response to this section may be used to satisfy the requirements of 20 U.S.C. § 6314(b)(1)(D).

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

A collaborative school culture can affect the quality of teaching in urban settings by enriching the work of quality teachers. Schools that work collaboratively share common characteristics that involve: complex problem-solving and extensive sharing to deepen knowledge, strong professional networks to share information, risk-taking and experimentation that will provide teachers with support and feedback, common technical language that will be shared by educators in the school that can transfer into the classroom. Westwood Heights will be engaged in grade level team planning, vertical planning, and professional development through Nova Southeastern University (NSU) which will assist teachers to incorporate rigorous standard-based quality instruction.

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

Mentoring new teachers in the classroom by providing support and monthly workshops to enhance student achievement (Person responsible: NESS Liaison, Teacher Incentive Fund (TIF) Clinical Ed Coaches, BLA (Building Level Administrator)

Teachers and Coaches will meet and share learning practices that are utilized in the classroom to enhance student achievement (Person responsible: Instructional Coaches)

Participate in professional learning communities (PLC) and collaborate in grade level learning team meetings and vertical planning to develop strategies to increase student achievement. (Person responsible: Principal/Assistant Principal, Support Staff, and Team Leaders)

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

Teacher Incentive Fund (TIF) Mentors and Mentees

Mentor: Lisa Eutsey, Mentees: Sarah Kruez and Stephanie Samson-Reason: New to School

Mentor: Jennel Mayers, Mentees: Francesa Blanchard and Trudy Wilson-Reason: New to District and School

Mentor: Theon Eames, Mentees: Katrina Rosendo and Sarah Mattson-Brown-Reason: New to District and School

New Educators Support System (NESS)

Mentor: Christina Marsman, Mentees: Perry Anderson and Blaire Hamric -Reason: New to District and School

Mentor: Cynthia Louissant, Mentee: Jennifer Nisbett -Reason: New to District and School

Mentor: Patricia Rogers, Mentee: Brittany Fane -Reason: New to District and School

Mentor: France Alcena, Mentees: Shevaun Gayle and Barbara Gammage -Reason: New to School

Mentor: Dorothy Bowers, Mentee: Dawn Rasner -Reason: New to School

Mentor: Olamide Moore, Mentee: Dennis Wechter -Reason: New to School

Mentor: Lori Insel, Mentee: Amy Magney -Reason: New to School

Induction Coach (I3 District Grant)

Reason: New Teachers

Mentor: Lavita Spears

Mentees: Jeana Cesar, Chrisshae Moss, Zachary Rubin, Angeline Dorvil, and Jared Doyle

Ambitious Instruction and Learning

Instructional Programs and Strategies

Instructional Programs

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

The school ensures that its core instructional programs and materials are aligned to the Florida's standards having a clear plan on how to provide the teachers with aligned instructional materials and curricula by developing model lesson plans, curriculum, and pacing guides (district's unit of studies). The plan also includes high-quality professional developments by NSU, State/District, and Support Staff around the new standards and how to monitor the implementation progress.

Instructional Strategies

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

The school uses data to provide and differentiate instruction to meet the diverse needs of all learners by providing an appropriate level of challenge for all learners (learners who are not on grade level skills, those who are on grade level, and those who are advance) this is accomplished by providing several learning options and different learning paths to learning for all learners, which assist the learners to take in information and make connections of various concepts and skills. Instruction is modified or supplemented to assist students having difficulty on state assessments by providing access to a variety of materials which target different learning preferences and reading abilities, developing activities that target various learning styles, establish centers for inquiry-based and independent learning activities, creating activities that vary in levels of complexity and degree of abstract thinking, and using flexible grouping in the classroom to group and regroup students based on content, ability, and assessment results.

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: Extended School Day

Minutes added to school year: 60

Westwood Heights has an extended day. School starts at 8:00am and ends at 3:00pm. This one hour (60mins) of extended learning time is used to increase time on reading instruction across all grade levels.

Strategy Rationale

Strategy Purpose(s)

- Teacher collaboration, planning and professional development

Person(s) responsible for monitoring implementation of the strategy

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

Data is collected and analyzed through bi-weekly assessment test, mini-benchmark testing, and BAFS I and BAFS II assessments.

Student Transition and Readiness

PreK-12 Transition

The school's response to this question may be used to satisfy the requirements of 20 U.S.C. § 6314(b)(1)(G).

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

To ensure school readiness, the Early Childhood Education Program has implemented a new literacy, math, and science curricula for the new 119 ECE classrooms. The new curriculum is titled Opening the World of Learning (OWL). The OWL's curriculum and instructional strategies are also consistent with state preschool standards and the draft version of the new National Association for the Education of Young Children (NAEYC) standards. OWL'S goal is to ensure that teachers help all children achieve standards in language, literacy, math, science, creative arts, motor skills, social competence, and emotional regulation. Head Start communicates to our neighbors and parents by sending out monthly newsletters about the different workshops that we have for our parents and neighbors. The workshops consist of, various information that the parents need to learn about for various transitions, academic suggestions and community information. An end of the year curriculum continuum report, detailing students' ongoing assessment is placed in the students' cumulative folder to familiarize kindergarten teachers with the ECE students' progress in the program for that school year going into the next year.

College and Career Readiness

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

N/A

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

N/A

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

N/A

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

N/A

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.** All staff will increase effective literacy instruction across all content areas with an emphasis on writing through daily implementation of the Florida Standards school wide.

Strategic Goals Detail

For each strategic goal, this section lists the associated targets (i.e., "SMART goals"), resources available to support movement toward the goal, barriers to achieving the goal, and the plan for monitoring progress toward the goal

G1. All staff will increase effective literacy instruction across all content areas with an emphasis on writing through daily implementation of the Florida Standards school wide. 1a

G042205

Targets Supported 1b

Indicator	Annual Target
AMO Reading - All Students	57.0
AMO Math - All Students	54.0

Resources Available to Support the Goal 2

- Teacher Incentive Fund (GRANT), Title One, Professional Learning Communities (PLC), Mentors, Professional Development

Targeted Barriers to Achieving the Goal 3

- Teachers will require assistance on how to effectively plan quality standard-based instruction.

Plan to Monitor Progress Toward G1. 8

Various formal and informal assessments but not limited to: BAFS (Broward Assessment Florida Standards)

FAIR-FS, FSA (Florida Standards Assessment)

Person Responsible

Donald Cottrell

Schedule

Biweekly, from 9/3/2014 to 6/4/2015

Evidence of Completion

Test Scores, Progress Monitoring Reports, Interim Reports, Report Cards, Conferences

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

1 = Problem Solving Step  S123456 = Quick Key


G1. All staff will increase effective literacy instruction across all content areas with an emphasis on writing through daily implementation of the Florida Standards school wide. **1**

 G042205

G1.B1 Teachers will require assistance on how to effectively plan quality standard-based instruction. **2**

 B102855

G1.B1.S1 All instructional staff will be provided opportunities to participate in mentorship initiatives (mentee/mentor). **4**

 S114021

Strategy Rationale

All instructional staff will be given mentorship opportunities to assist with the development and delivery of quality standard-based instruction.

Action Step 1 **5**

Identification of staff members that needs assistance

Person Responsible

Schedule

Weekly, from 8/4/2014 to 9/30/2014

Evidence of Completion

Sign-In Sheets, Agendas, Action Plan

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

Creating schedules to ensure planning, shadowing, modeling, co-teaching occur with the mentor/mentees.

Person Responsible

Schedule

Weekly, from 9/30/2014 to 6/4/2015

Evidence of Completion

Classroom Walkthroughs Data Chats Authentic Student Work Formative Assessment Tools

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

Scheduling, walkthroughs, and data chats with instructional coaches, grade levels teams and individual teachers.

Person Responsible

Schedule

Weekly, from 9/30/2014 to 6/4/2015

Evidence of Completion

Classroom Walkthroughs Data Chats Authentic Student Work Student Portfolios/Journals

Appendix 1: Implementation Timeline

Action steps and monitoring activities identified in the SIP as necessary to achieve the school's goals.

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/End Date
G1.B1.S1.A1	Identification of staff members that needs assistance		8/4/2014	Sign-In Sheets, Agendas, Action Plan	9/30/2014 weekly
G1.MA1	Various formal and informal assessments but not limited to: BAFS (Broward Assessment Florida Standards) FAIR-FS, FSA (Florida Standards Assessment)	Cottrell, Donald	9/3/2014	Test Scores, Progress Monitoring Reports, Interim Reports, Report Cards, Conferences	6/4/2015 biweekly
G1.B1.S1.MA1	Scheduling, walkthroughs, and data chats with instructional coaches, grade levels teams and individual teachers.		9/30/2014	Classroom Walkthroughs Data Chats Authentic Student Work Student Portfolios/Journals	6/4/2015 weekly
G1.B1.S1.MA1	Creating schedules to ensure planning, shadowing, modeling, co-teaching occur with the mentor/mentees.		9/30/2014	Classroom Walkthroughs Data Chats Authentic Student Work Formative Assessment Tools	6/4/2015 weekly

Appendix 2: Professional Development and Technical Assistance Outlines

Professional development opportunities and technical assistance items identified in the SIP as action steps to achieve the school's goals.

Professional Development Opportunities

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

G1. All staff will increase effective literacy instruction across all content areas with an emphasis on writing through daily implementation of the Florida Standards school wide.

G1.B1 Teachers will require assistance on how to effectively plan quality standard-based instruction.

G1.B1.S1 All instructional staff will be provided opportunities to participate in mentorship initiatives (mentee/mentor).

PD Opportunity 1

Identification of staff members that needs assistance

Facilitator

School-Based Instructional Coaches, External Support Team, Broward County Public Schools (Staff), Teacher Incentive Fund (TIF), Nova Southeastern University (NSU)

Participants

Faculty

Schedule

Weekly, from 8/4/2014 to 9/30/2014

Technical Assistance Items

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

Budget Rollup

Summary	
Description	Total
Grand Total	0