

Susie E. Tolbert Elementary School



2021-22 TSSSA Plan

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Eligibility and Allocation

Eligibility

Eligibility for 2021-22 TSSSA will be based on 2019 school grades and meeting one of the following criteria: a school implementing a turnaround plan or a turnaround school that has improved to a C or higher and has exited turnaround status within the last two years.

The preliminary allocation is based on a per-FTE funding amount of \$500 or as provided by the General Appropriations Act. Districts are required to complete a district-level plan. In addition, school-level plans are also required. The district and school level plans must be submitted to your school board for approval by August 1. The school board approved plan is due to the Bureau of School Improvement no later than September 1.

Allocation

School ID	School Name	Implementing	Exited Year 1	Exited Year 2	Preliminary Allocation	Updated Allocation
1281	Susie E. Tolbert Elementary School				\$130,400.00	

Plan Assurances

Family and Community Partnerships

Assure that the school will implement strategies to establish comprehensive support services that develop family and community partnerships.

YES

Academic and Character Standards

Assure that the school will implement strategies to establish clearly defined and measurable high academic and character standards.

YES

Parental Involvement

Assure that the school will implement strategies to increase parental involvement and engagement in the child's education.

YES

Incentives for Instructional Personnel

Assure that the school will implement strategies to identify, recruit, retain, and reward instructional personnel.

YES

Professional Development

Assure that the school will implement strategies to provide professional development that focuses on academic rigor, direct instruction, and creating high academic and character standards.

YES

Focused Instruction

Assure that the school will implement strategies to provide focused instruction to improve student academic proficiency, which may include additional instruction time beyond the normal school day or school year.

YES

Plan Items

Family and Community Partnerships

Explain how the school will establish comprehensive support services that develop family and community partnerships.

Susie E. Tolbert will establish comprehensive support services that develop family and community partnerships by continuing our partnership with Edward Waters College and FSCJ. Our community partnerships with our local colleges helps by interns and pre-interns providing instructional standards based support for our students. We are also privy to special events and STEM activities to enhance our instructional programs. We have also formed partnerships with surrounding businesses to help support our instructional goals, visions, and missions at Susie E. Tolbert. We will continue to reach out to our community to leverage resources to ensure they are involved every step of the way with social economic, mentor-ships, and event resources needed.

o Parent and Family Liaison

To ensure our parents and families have a person to connect to at the school. A parent liaison will be beneficial to make phone calls and be an avenue of communication with the school for parents and families. In an effort to assure wrap-around services, the parent liaison can communicate with business and community stakeholders to meet the needs of families.

o Family Nights/Parent Academies

To further expand the support and strategies to increase parent engagement, our school plans to host several parent academy nights to include: Core classroom teachers to work up to a maximum of \$24 per hour (+benefits) for up to 4 hours

Academic and Character Standards

Explain the strategies the school will implement to establish clearly defined and measurable high academic and character standards.

Paraprofessionals will...

1. Assist the teacher in the classroom by offering small group support to students with learning deficits and by supplementing regular classroom curriculum with additional enrichment activities.
2. Provide teachers the opportunity to teach core content to small groups of students and thus improving academic proficiency.
3. Implement Small Group direct instruction of Corrective Reading
4. Support and provide Social skill building activities to support the social emotional

development of our at risk students.

Assistant Principal

~In order to ensure professional development opportunities are rigorous and focused on direct instruction, the assistant principal will be able to partake in the planning of training opportunities and implementation of strategies learned, faculty wide. In effort to increase and maintain high levels of instructional strategies, the assistant principal will also be able to observe classroom instruction and provide deeper levels of ongoing support and training as needed. The assistant principal is a former Reading Coach and will be an asset when creating relevant and up to date professional development for teachers in all content areas.

Field Trips (Carryforward TSSSA funds):

The students have not had the opportunity to participate in hands on learning due to the pandemic. We want to offer specific grade level appropriate (standard aligned) field trips for each grade level.

Parental Involvement

Explain the strategies the school will implement to increase parental involvement and engagement in the child's education.

Parent and Family Liaison

5 Essentials Area of Improvement Survey Questions.

1. Parents do their best to help their children learn.
2. Teachers and parents at this school think of each other as partners in educating children.
3. Staff at this school work hard to build trusting relationships with parents.

~Parental Involvement

Our Parent Liaisons will support growth in the above 5 Essentials Parent Survey response questions by doing the following....

1. Continue to conduct monthly parent training's that help support the academic success of our students.
2. Build relationships with our families and support them via our food pantry, community outreach connections, clothing closet and school supplies.
3. Communicate with our parents via our school dojo, facebook, FOCUS news and twitter.
4. Support our school by encouraging parent involvement in the school, foster trust between parents and the educational community and attain higher academic achievement through collaboration with school personnel.
5. Empowered a growing number of parents to become active participants in the education of their children.
6. Ensure our parents and families have a person to connect to at the school.
7. Make phone calls. In an effort to assure wrap-around services, the parent liaison can communicate with business and community stakeholders to meet the needs of families.

Incentives for Instructional Personnel

Explain the strategies the school will implement to identify, recruit, retain, and reward instructional personnel.

As referenced in the **K-12 ESEA Common Program Guidance**, Recruitment, retention and reward incentives must be based on a three-year aggregate state value-added model (VAM) score. If state VAM is not available, another student growth model may be proposed. The student growth model must be fair and reliable. The LEA must submit the model demonstrating the classification and distribution of non-state VAM teacher scores for approval. Incentives can be part of a structured pay system or a Memorandum of Understanding (MOU); however, the above criteria shall apply. Incentives for attendance and non-instructional personnel are not allowable. Recruitment incentives for teachers with less than one year of experience or for hard to staff positions will be considered on a case by case basis.

The strategies the school will implement to identify, recruit, retain, and reward instructional personnel at Susie E. Tolbert Elementary are as follows:

1. Coordinate with Human Resources to:
 - a. Identify potential teachers. Potential teachers will be offered an opportunity to hear about the school and the \$15,000 and \$7,500 bonus for teachers with a 3-year aggregate VAM score of Highly Effective or Effective. Teachers understand the bonus will be paid in two installments.
 - b. Participate in a virtual recruitment fair before non-turnaround schools in June, 2020.
 - c. Allow priority transfer teachers with Highly Effective or Effective VAM scores to be placed in vacant positions prior to the official transfer period.
2. New to Susie E Tolbert teachers will be provided a buddy teacher to assist with understanding the “way of work”.
3. First and second year teachers will be provided a mentor to assist with daily classroom planning, instruction, and management.
4. The school will provide incentives for attendance via monetary and non-monetary means.
5. Team building exercises will occur throughout the school year to build comradery and collegial relationships.

Professional Development

Explain the strategies the school will implement to provide professional development that focuses on academic rigor, direct instruction, and creating high academic and character standards.

Book Studies:

We will participate in several book studies this year. During Early Release days and PLCs we will discuss action plans for the literature we are responsible for reading.

Dare to Lead Professional Development:

Outside the instructional day, instructional staff will participate and engage in team building during this PD. In an effort to increase teacher capacity, this PD will help leaders in organizations lead with more courage and vulnerability, enhance psychological safety and help others bring their best to the workplace.

Focused Instruction

Explain the strategies the school will implement to provide focused instruction to improve student academic proficiency, which may include additional instruction time beyond the normal school day or school year.

Supplementary Materials and Supplies

~To support tutoring, small group instruction, and Breakfast & Lunch Bunch, we will utilize the following supplementary materials: BrainQuest workbooks, LAFS/MAFS Rehearsal and Becoming a Better Test Taker and Sadlier Vocabulary Workshop for Comprehension. These materials are aligned to the state standards and offer a range of on grade level instructional support for students.

Technology:

In an effort to ensure all students have an effective and lasting learning experience, different methods of delivery are necessary.

Part V: Budget

This section will assist in generating a school TSSSA budget for submission based upon each budget item tied to a Plan Item identified in the Part III: Plan Items.

Access the budget by clicking the blue Manage Budget button. This will direct you to the Budget page. This page includes the breakdown of funds by Plan Item.

1	III.1.	Family and Community Partnerships				\$2,821.62
	Function	Object	Budget Focus	Funding Source	FTE	2021-22
	6100	160-Other Support Personnel	1281 - Susie E. Tolbert Elementary School	TSSSA	0.2	\$2,349.00
			<i>Notes: Parent Liaison - This is not a new position. This position was approved and funded using TSSSA funds last year. This line item will be used to keep in close contact with all of our students' parents and guardians. This position is needed to ensure we provide wrap-around services for our families. Our goal is to use our Early warning indicators to help prevent numbers from increasing. The parent liaison position requires a High School Diploma and one (1) year experience in developing and presenting workshops to/for parents and working with family's/community groups. The applicant should have knowledge of community parent/family education and/or resources; school parent involvement plan, school improvement plan, and strong training development and delivery skills.</i>			
	6100	210-Retirement	1281 - Susie E. Tolbert Elementary School	TSSSA		\$254.16
			<i>Notes: Parent Liaison Benefits Retirement 10.82%</i>			
	6100	220-Social Security	1281 - Susie E. Tolbert Elementary School	TSSSA		\$179.70
			<i>Notes: Parent Liaison Benefits Social Security 7.65%</i>			
	6100	240-Workers Compensation	1281 - Susie E. Tolbert Elementary School	TSSSA		\$38.76
			<i>Notes: Parent Liaison Benefits Workers Compensation 1.65%</i>			
2	III.2.	Academic and Character Standards				\$97,843.27
	Function	Object	Budget Focus	Funding Source	FTE	2021-22
	7300	110-Administrators	1281 - Susie E. Tolbert Elementary School	TSSSA	1.0	\$64,904.51

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			<p><i>Notes: Supplemental Assistant Principal - This is not new position. This position was approved using TSSSA funds last year. This additional Assistant Principal will help our school focus on higher academic and character standards. Last year, this supplemental Assistant Principal was with us and was able to support both our students and our teachers. By having an additional administrator on campus, our teachers have had more support and our students have benefited as a result. The same Assistant Principal that was with us last year, will be with us this year. This position is funded to ensure safety and discipline of the campus. Responsibilities include: -Organizing and maintaining a structured Positive Behavior Intervention and Support plan -Implementing an Attendance/Plan with incentives for improvement and perfect attendance -Leading the student management team (includes restorative justice systems, antibullying program, parent/teacher support, and school safety planning and preparation) This assistant principal will also participate in parent conferences with certificated staff as well as facilitate systems with the school resource officer to ensure safety. Job Summary: Serves as Assistant Principal of the learning community. Develops, articulates, communicates, and implements a shared vision that is supported by the larger organization and the school community. Essential Functions: 1. Monitors the success of all students in the learning environment; aligns the curriculum, instruction, and assessment processes to promote effective student performance; and uses a variety of benchmarks, learning, and expectations feedback measures to ensure accountability for all participants engaged in the educational process. 2. Promotes a positive learning culture; provides an effective instructional program; and applies best practices to student learning, especially in the area of reading and other foundational skills. 3. Leads, directs, and manages operations; recruits, selects, orients, trains, coaches, counsels, and disciplines staff. Plans, monitors, appraises, and reviews staff job contributions to planning, development, delivery, follow-up, and evaluation. 4. Manages the organization, operations, facilities, and resources. Maximizes use of resources in an instructional organization. Promotes a safe, efficient, legal, and effective learning environment. 5. Collaborates with families, businesses, volunteers, and community members; responds to diverse community interests and needs; works effectively within the larger organization; and mobilizes community resources. 6. Collects and analyzes data for continuous school improvement. 7. Plans and implements the integration of technological and electronic tools in teaching, learning, management, research, and communication responsibilities. 8. Requisitions supplies, textbooks, and equipment; conducts inventories, maintains records, and checks on receipts for such material. 9. Prepares and/or supervises the preparation of all required reporting documents, accounting procedures and budgetary expenditures relative to school operations. 10. Performs other duties as assigned. Qualifications: Education: Master's degree from an accredited college or university; Experience: Three (3) years of successful teaching experience. Evidence of leadership ability; Certifications & Licenses: Educational Leadership; Successful completion of the former Administrative Training Program or acceptance into current Assistant Principal Preparation Program and have passing FELE scores.</i></p>			
	7300	210-Retirement	1281 - Susie E. Tolbert Elementary School	TSSSA		\$7,022.72
			<i>Notes: Supplemental Assistant Principal Benefits Retirement 10.82%</i>			
	7300	220-Social Security	1281 - Susie E. Tolbert Elementary School	TSSSA		\$4,965.23
			<i>Notes: Supplemental Assistant Principal Benefits Social Security 7.65%</i>			
	7300	231-Health and Hospitalization	1281 - Susie E. Tolbert Elementary School	TSSSA		\$10,404.27
			<i>Notes: Supplemental Assistant Principal Benefits Group Health Insurance 16.03%</i>			
	7300	232-Life Insurance	1281 - Susie E. Tolbert Elementary School	TSSSA		\$12.98
			<i>Notes: Supplemental Assistant Principal Benefits Life Insurance .02%</i>			
	7300	240-Workers Compensation	1281 - Susie E. Tolbert Elementary School	TSSSA		\$1,070.93
			<i>Notes: Supplemental Assistant Principal Benefits Workers Compensation 1.65%</i>			

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	7300	290-Other Employee Benefits	1281 - Susie E. Tolbert Elementary School	TSSSA		\$337.51
			<i>Notes: Supplemental Assistant Principal Benefits Flex .52%</i>			
	5100	330-Travel	1281 - Susie E. Tolbert Elementary School	TSSSA		\$3,119.00
			<i>Notes: Field trips, Sea World for 5th Grade students, Zoo for all students, Kingsley Plantation for 3rd and 4th grade students, Ft. Mose for 3rd and 4th grade students.</i>			
	7800	390-Other Purchased Services	1281 - Susie E. Tolbert Elementary School	TSSSA		\$6,006.12
			<i>Notes: Bus Transportation for Field trips, Sea World for 5th Grade students, Zoo for all students, Kingsley Plantation for 3rd and 4th grade students, Ft. Mose for 3rd and 4th grade students.</i>			
3	III.3.	Parental Involvement				\$0.00
4	III.4.	Incentives for Instructional Personnel				\$0.00
5	III.5.	Professional Development				\$13,419.97
	Function	Object	Budget Focus	Funding Source	FTE	2021-22
	6400	510-Supplies	1281 - Susie E. Tolbert Elementary School	TSSSA		\$329.89
			<i>Notes: Professional Development Books - Equity Audits in the Classroom (10) plus shipping</i>			
	6400	310-Professional and Technical Services	1281 - Susie E. Tolbert Elementary School	TSSSA		\$3,000.00
			<i>Notes: Dare to Lead - 6 hour training to help leaders in organizations lead with more courage and vulnerability, enhance psychological safety and help others bring their best to the workplace. This PD will be outside of instructional hours, tentatively set for an Early Release or Saturday.</i>			
	6400	120-Classroom Teachers	1281 - Susie E. Tolbert Elementary School	TSSSA		\$8,400.00
			<i>Notes: 350 Hours of Professional Development, (20 teachers at \$24 an hour plus benefits, 17.5 hours each teacher): This line item is to ensure teachers will be able to attend the Dare to Lead PD outside of contracted hours.</i>			
	6400	210-Retirement	1281 - Susie E. Tolbert Elementary School	TSSSA		\$908.88
			<i>Notes: Professional Development benefits Retirement 10.82%</i>			
	6400	220-Social Security	1281 - Susie E. Tolbert Elementary School	TSSSA		\$642.60
			<i>Notes: Professional Development benefits Social Security 7.65%</i>			
	6400	240-Workers Compensation	1281 - Susie E. Tolbert Elementary School	TSSSA		\$138.60
			<i>Notes: Professional Development benefits Workers Compensation 1.65%</i>			
6	III.6.	Focused Instruction				\$16,315.14
	Function	Object	Budget Focus	Funding Source	FTE	2021-22

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	5100	510-Supplies	1281 - Susie E. Tolbert Elementary School	TSSSA		\$5,577.24
			<i>Notes: Supplies - pens, pencils, erasers, paper, chart paper, folders, expo markers, post it notes, communication folders to parents</i>			
	5100	510-Supplies	1281 - Susie E. Tolbert Elementary School	TSSSA		\$2,271.50
			<i>Notes: Supplemental Workbooks - Brain Quest Workbooks Grades 3-5: This line item will be used as grade level books for teachers to use as needed in the classroom for bell ringers, problem of the day, etc.</i>			
	5100	510-Supplies	1281 - Susie E. Tolbert Elementary School	TSSSA		\$3,713.00
			<i>Notes: Supplemental Materials - LAFS Rehearsal Plus Grades 3-5 (100 each grade level), MAFS Rehearsal Plus Grade 3 (25 pack): This line item will be used to support students with mastering ELA and Math standards when in small group settings.</i>			
	5100	644-Computer Hardware Non-Capitalized	1281 - Susie E. Tolbert Elementary School	TSSSA		\$630.90
			<i>Notes: Tiny Processor for Interactive cart to be used in the classroom. Not all of the classrooms have these, we are wanting to ensure more teachers have access to teach with these.</i>			
	5100	643-Capitalized Hardware and Technology-Related Infrastructure	1281 - Susie E. Tolbert Elementary School	TSSSA		\$4,122.50
			<i>Notes: Interactive Cart (1) - This line item will be used to support the students and teachers. These items will be used during core instruction to help keep all students engaged in daily standard-based instruction. Not all of the classrooms have these, we are wanting to ensure more teachers have access to teach with these. Please see the quote attached.</i>			
Total:						\$130,400.00