

Sarasota County Schools

# Tuttle Elementary School



2015-16 School Improvement Plan

## Tuttle Elementary School

2863 8TH ST, Sarasota, FL 34237

www.sarasotacountyschools.net/tuttle

### School Demographics

<b>School Type</b>	<b>2014-15 Title I School</b>	<b>2015-16 Economically Disadvantaged (FRL) Rate</b> (As Reported on Survey 2)
Elementary	Yes	88%

<b>Alternative/ESE Center</b>	<b>Charter School</b>	<b>2015-16 Minority Rate</b> (Reported as Non-white on Survey 2)
No	No	84%

### School Grades History

<b>Year</b>	<b>2014-15</b>	<b>2013-14</b>	<b>2012-13</b>	<b>2011-12</b>
<b>Grade</b>	B*	A	A	A

*\*Preliminary 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 was approved by the Sarasota County School Board on 12/8/2015.

### 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, B or C with at least one F in the prior three years
- 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-C 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)

### 2015-16 DA Category and Statuses

DA Category	Region	RED
Not In DA	4	<a href="#">Jim Browder</a>
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 Tuttle Elementary is to provide a learning environment that gives each child the opportunity to reach his/her potential by the coordinated efforts of parents, teachers, and students.

##### **Provide the school's vision statement**

Tuttle Elementary School prepares all students to achieve the highest standards of learning by engaging a high quality staff, involved parents, and a supportive community.

#### School Environment

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

Tuttle Elementary builds rapport with students through ongoing formal and informal processes aligned with our Community of Caring model at the school. We practice and put in place outreach programs to students and families such as Meet Your Teacher, Parent Conferences, and Family Nights. Our Volunteer program has increased parent participation with the reading proficiency program. The SAC has increased parent participation by including various times for parental input. Cultural celebrations are planned for Hispanic and Black History.

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

Tuttle Elementary has built a safe and respectful environment for students with the ongoing implementation of the Positive Behavior Support program. Students are supported with consistent and school wide positive expectations for all areas of school, including the classroom, hallways, cafeteria, and common areas. All staff are assigned arrival and dismissal duties to maximize supervision for student safety. Students can voice their concerns with staff, and staff are trained in PBS responses as well as guidance counselor support to address student concerns.

##### **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**

At the beginning of the school , the PBS team provided the staff with an orientation of our PBS core program of behavior support. This training included a review of last year's data and expectations as well as the introduction of new areas of focus for this school year. A PLC will be presented to all staff regarding the Rtl process (academics and behavior) including the new forms for this school year. Staff will be provided with samples of the new forms and provided step by step training on how to complete the forms as part of the Rtl process.

##### **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**

The social-emotional needs of the students are met with ongoing support from both the MTSS process as well as trained staff in the areas of School Guidance, Social Work, and School Psychologist. Data is shared at weekly meetings to identify ongoing student social-emotional needs



and address these thru timely and appropriate interventions that are progress monitored. School staff outreach to include parent/families in order to plan for action steps to improve a student's social-emotional gap from identified data.

### Early Warning Systems

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

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

**Provide the following data related to the school's early warning system**

*The number of students by grade level that exhibit each early warning indicator:*

Indicator	Grade Level						Total
	K	1	2	3	4	5	
Attendance below 90 percent	25	18	10	12	7	5	77
One or more suspensions	8	6	5	6	6	8	39
Course failure in ELA or Math	14	10	15	8	1	3	51
Level 1 on statewide assessment	0	0	0	25	29	21	75

*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	
Students exhibiting two or more indicators	5	3	1	4	2	2	17

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

Continued implementation of the Positive Behavior System and the Community of Caring model. Behavior/Attendance Expectations are reinforced with the Positive Behavior Support program's curriculum.

Attendance expectation is that students will be in school every day and on time. Each day a class has perfect attendance (no absences and no tardies), the class will receive a Tuttle Dollar. PBS expectations are taught in class and highlighted each Friday on our school-wide morning news program.

### 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?**

Yes

**PIP Link**

The school completes a Parental Involvement Plan (PIP), which is accessible through the Continuous Improvement Management System (CIMS) at <https://www.floridacims.org/documents/181999>.

**Description**

A PIP has been uploaded for this school or district - see the link above.

**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**

Tuttle Elementary actively seeks community relationships and supports existing partnerships through our Business Partner School-Community Liaison. Administration works with the liaison to identify school need, plan for upcoming events, and prioritize school-community plans for successful implementation. Tuttle will maintain a record of meetings with community partners, email and letter communications, and an updated spreadsheet of community contacts. These will be revised and updated monthly with monitoring documentation of different programs such as Volunteer hours, participation in fundraising, and Parent Academy business partnering.

**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:**

Name	Title
Dinverno, Tomas	Principal
Kahler, Jennifer	Assistant Principal
Slane, MaryBeth	Other
Roberts, Annette	Other
Mark, Karen	Other
Mainberger, Joanne	Guidance Counselor
Pitts, Danielle	Other
Hinds, Laurel	Other
Olson, Tunde	Teacher, K-12

**Duties**

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

Joanne Mainberger (Rtl Faciliator / Guidance Counselor) – Mrs. Mainberger collects the paperwork, schedules and facilitates our weekly MTSS meetings to review and discuss the academic and behavioral needs of our students. She assists teachers with developing interventions and completing the necessary documentation/paperwork. Mrs. Mainberger also provides parents with notice of prescriptive assessments, submits service referrals, and facilitates all of our MTSS meetings. She also does KBIT testing. In addition, she provides support to teachers for students demonstrating focusing and attention issues including classroom strategies, parent resources and Conner’s Rating Scales. She also does classroom observations for academic and behavioral concerns. She participates in FBA development, provides behavioral support to students and staff and does Tier 2 and Tier 3 Personal/Social Development interventions. At the culmination of Tier 3, Mrs. Mainberger is responsible for compiling all of the intervention documentation and completing the MTSS Summary

Sheet to submit to the ESE Liaison.

Mary Beth Slane ( Intervention Teacher / Progress Monitoring) – Ms. Slane takes notes at our weekly meetings. She works with teachers to review progress monitoring data and determine appropriate academic and behavioral interventions. She assists teachers in completing the necessary documentation/paperwork. She also does classroom observations for academic and behavioral concerns. She participates in FBA development and provides behaviors support to students and staff along with academic Tier 2 and Tier 3 interventions.

Danielle Pitts (ESE Liaison) – As a member of the team, Ms. Pitts participates in the discussions and assists the team in identifying appropriate strategies and interventions. She also helps to ensure that the team is gathering any necessary documentation should the portfolio progress to a CARE team level. She also does classroom observations for academic and behavioral concerns. She participates in FBA development and provides behaviors support to students and staff.

Annette Roberts (ESOL Liaison) - As a member of the team, Mrs. Roberts participates in the discussions and assists the team in identifying appropriate strategies and interventions. She also provides the team with information regarding a student's ESOL status and what additional steps need to be taken in order to meet ESOL requirements along with academic Tier 2 and Tier 3 interventions.

Maney Danzey (School Psychologist) – Mr. Mari participates in MTSS meetings and assists the team with identifying skill gaps and areas of need. He administers prescriptive testing and provides a detailed summary and report the team to assist with the decision making process. He also identifies additional strategies and recourses to address areas of deficit.

Dawn Clements (Home School Liaison) – Mrs. Clements provides student, staff and parent support with attendance issues and behavioral concerns. She assists the team with identifying appropriate community agencies and resources that might further support the student. She participates in any behavior or FBA meetings and helps the team brainstorm and identify why the behaviors might be occurring and what strategies could be implemented.

Mary Beth LaPerriere, Beth McCurdy (Speech/Language Pathologists) - Mrs. LaPerriere helps the team determine if a student is demonstrating speech or language concerns that warrant an observation, specific interventions, or additional testing. She also test student's hearing.

Gail Karp (Occupational Therapist) -- Mrs. Karp supports students that need occupational therapy.  
Classroom Teacher – The classroom teacher provides the team with the background information, gap analysis, explicit instruction, practice and progress monitoring strategies and tools that are being utilized to provide small group and/or individualized instruction (academic and behavior). The teacher's input is a critical piece when determining what resources are in place, what additional support is needed and what the next steps should be.

Tomas Dinverno / Jennifer Kahler (Adminstration) - Mr. Dinverno and Mrs. Kahler oversee the MTSS team and monitor the fidelity of interventions. The provide input on a case by case basis and help the team identify what resources and options are available in order to provide additional support to teachers and students as part of the MTSS process. They also observe differentiation, small group instruction and individualized student support in the classroom setting (academic and behavioral).

Other – – Based on the individual needs of the student, other staff members (OT, PT, School Nurse, Consultant or Specialist from the Landings, etc.) are invited to attend. Desiree Wilson or our substitute nurse also attend MTSS when needed to share important information regarding student's Heath Care Plans. They also test student's vision when there is a concern or if it needs updating. In addition, the parent is invited to attend if the meeting so warrants their participation at this early level of intervention. All parents are notified if their student is receiving MTSS support directly from the student's teacher via parent conference so they are aware that their child is receiving academic or behavioral support. Special teachers also attend if there is a concern or they have information to help support the student.

***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**

Tuttle uses the 4 step problem solving process to develop, implement and evaluate interventions. First, individual student data is compared to state benchmarks and average peer performance (gap analysis) to identify the specific skill or performance deficits. Next, we analyze the problem to determine why it may be occurring. Then we identify instructional strategies, curriculum resources and/or environmental factors that we can put in to place to help address the problem. Finally, we monitor the response to intervention to determine if the learner's response was good, questionable or poor in order to determine the next steps.

Title I - Title I is a federally funded program designed to address the academic needs of low performing students in schools with a high percentage of economically disadvantaged students and to assist them in meeting the State's high standards, particularly in the areas of Reading , Writing, Science, and Mathematics. The district coordinates with Title II in ensuring staff development needs are provided and with Title IV 21st Century Community Learning Center grants to provide after school programs.

Title I, Part C – Migrant – The district supports a Migrant Identifier/Recruiter provides referral services and support to migrant students and families. The ID&R representative coordinates with the Title I and other programs to ensure student and family needs are met.

Title II – Funds from Title IIA are used for teacher and principal quality training. Professional development activities are provided to improve the knowledge of teachers, principals, and paraprofessionals, as appropriate. Instruction is provided to teach children with different learning styles and/or children with disabilities and special learning needs. Professional development activities are provided to improve behavior in the classroom. Training is provided to make all teachers highly qualified and highly effective.

Title III – Supplemental services and materials are provided to improve the academic achievement and language acquisition of immigrant and English Language Learner students throughout the district.

Title X – Homeless – Homeless education case managers provide resources (clothing, school supplies, social service referrals) for students identified as homeless under the McKinney-Vento Act to eliminate barriers for a free and appropriate education. Programs provide on-going outreach, training, and tutoring.

Supplemental Academic Instruction (SAI) – SAI funds will be coordinated with Title I funds to provide summer school for Level 1 readers, support reading teachers at schools and offer credit retrieval and dropout prevention programs for high school students.

Violence Prevention Programs – The district provides violence and drug prevention programs that incorporate bullying prevention, suicide prevention, internet safety and personal safety. Both intentional and unintentional injury prevention programs are provided.

Nutrition Programs – The District Food and Nutrition Services has implemented the Universal Free Breakfast program at Tuttle Elementary for 2014-15. All students, regardless of free/reduced lunch status, can receive free breakfast provided by the cafeteria each school day. In addition, students participating in afterschool tutoring are able to obtain a meal after school thru the Sarasota County Supper Club program. FNS maintains records of student participation in these meal programs. All students receive a fresh fruit or vegetable daily via the Fresh Fruit and Vegetable Program offered by FNS.

## **School Advisory Council (SAC)**

### **Membership:**

Name	Stakeholder Group
Yesenia Mejia	Teacher
Tomas Dinverno	Principal
Tunde Olson	Teacher
	Student
Carlos Argueta	Student
MaryAnn Pappas	Parent
Vien Denzer	Business/Community
Gwen Chambers	Teacher
Leslie Faett	Teacher
Brigette Wells	Teacher
Constance Weeks	Teacher
Jessica Martel	Parent
Ruth Rubenstein	Business/Community
Becky McNally	Education Support Employee
Karen Mark	Teacher
Marcy Kennelly	Teacher
MaryBeth Slane	Education Support Employee
Teresa Garcia	Parent
Lyndsay Axe	Parent
Ann Rashid	Parent
Adrienne Eaton	Business/Community

## 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*

SAC evaluation of the School Improvement Plan included a review of data from the 2014-15 school year. Members discussed and provided suggestions on the goals and plans for the SIP as well as the follow up on the action steps of the SIP. SAC members voted on the changes and provided suggestions for the 2015-16 SIP.

### *Development of this school improvement plan*

A subcommittee appointed by SAC was involved in the following process to assist in the development of the School Improvement Plan:

1. Identify Goals to Help Achieve Targets
2. Brainstorm Available Resources and Potential Barriers
3. Choose Barrier to Address Bases on Elements of Curriculum, Instruction, Environment, Organizational Systems, and Actionable Impact.
4. Brainstorm and Prioritize Strategies
5. Identify Action Steps to Implement Strategies
6. Determine How Strategies Will Be Monitored For Fidelity of Implementation
7. Determine How Strategies will Be Monitored For Effectiveness
8. Determine How Progress Toward Each Goal Will Be Monitored.

*Preparation of the school's annual budget and plan*

SAC members voted on the school's annual budget and plan including Parental Involvement funds, SAC funds for school improvement, and proposed Title I budget plans including professional development for teachers. SAC members provided input on training proposed for both parental and teacher success.

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

SAC Chairperson 25 \$356.75  
SAC Vice Chairperson 8 \$114.16  
SAC Secretary 12 \$171.24  
Fundraiser Coordinator L. Hinds 9/1/15-5/30/15 86.5 \$1,234.35  
Mad Scientists – Spring Enrichment Y. Mejia 2/1/16-4/4/16 12 \$171.24  
American Sign Language – Fall Enrichment J. Fey 10/5/15-11/23/15 12 \$171.24  
Turtles Take A Bow – Fall and Spring Enrichment J. Holcomb 10/5/15-11/23/15 and 2/1/16-4/4/16 32 \$456.64  
Turtles Take A Bow – Spring Enrichment J. Truman 2/1/16-4/4/16 12 \$171.24  
Safety Patrol J. Holcomb 8/25/15-6/1/16 73.5 \$1,048.85  
Disney Club – Fall and Spring Enrichment P. Massa 2/1/16-4/4/16 22 \$313.94  
Disney Club – Fall and Spring Enrichment A. Massa 2/1/16-4/4/16 22 \$313.94  
Animal Care Club – Spring Enrichment T. Greenbaum 2/1/16-4/4/16 16 \$228.32  
Tuttle Chorus E. Wittman 10/1/15-5/25/16 62.5 \$891.87  
Tuttle Recorder Ensemble E. Wittman 9/30/15-5/25/16 73 \$1041.71  
Student Run Bookstore J. Alvarez 9/9/15-5/27/16 22 \$313.94  
Student Run Bookstore A. Edelkind 9/9/15-5/27/16 26.5 \$378.15  
Soccer – Fall and Spring Enrichment K. Maccarone 10/5/15-11/23/15 and 2/1/16-4/4/16 24 \$342.48  
Running Club – Fall and Spring Enrichment C. Coley 10/5/15-11/23/15 and 2/1/16-4/4/16 20 \$285.40  
Running Club – Fall and Spring Enrichment A. Bates 10/5/15-11/23/15 and 2/1/16-4/4/16 20 \$285.40  
Yoga for Kids – Fall and Spring Enrichment J. Mainberger 10/5/15-11/23/15 and 2/1/16-4/4/16 20 \$285.40  
Yoga for Kids – Fall and Spring Enrichment M. Comes 10/5/15-11/23/15 and 2/1/16-4/4/16 20 \$285.40  
Tuttle Labyrinth and Garden Coordinator J. Maninberger 7/1/15-6/2/16 34 \$485.18  
Lead Mentor L. Hinds 7/1/15-5/30/16 39.5 \$563.66  
Bedtime Math's Crazy 8's Club J. Schwab 10/5/15-11/23/15 and 2/1/16-4/4/16 32 \$456.64  
Bedtime Math's Crazy 8's Club J. Ahn 10/5/15-11/23/15 and 2/1/16-4/4/16 32 \$456.64  
Science Fair Coordinator T. Greenbaum 10/1/15-12/3/15 18 \$256.86  
Enrichment Club Coordinator M. Slane 10/5/15-11/23/15 and 2/1/16-4/4/16 25 \$356.75  
Yearbook Editors L. Hinds 9/1/15-5/5/16 25 \$356.75  
Total Hours 838.5 \$11,970.00

***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:**



Name	Title
Dinverno, Tomas	Principal
Kahler, Jennifer	Assistant Principal
Slane, MaryBeth	Other
Roberts, Annette	Other
Mark, Karen	Other
Olson, Tunde	Other
Hinds, Laurel	Other
Petti, Deborah	Teacher, K-12

## Duties

### ***Describe how the LLT promotes literacy within the school***

Tuttle Elementary School's LLT simultaneously supports learning and teaching for the entire school community-students, teachers, administration, families, and volunteers. The LLT meets on a monthly basis.

Functions include but are not limited to:

- Analyzing and reviewing data to maximize human resources to service students demonstrating academic deficits
- Providing intensive remedial services
- Enhancing literacy environment
- Building a literacy culture through collegiality and collaboration
- Engaging in peer coaching
- Conducting PLCs throughout the year
- Researching strategies to address the concern
- Providing materials, resources, assistance to address concerns
- Collecting and analyzing additional data on subjects
- Sharing and reporting data

## 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**

Tuttle Elementary focuses on sustained teamwork during the school year to promote collaboration between teachers. Weekly collaborative planning meetings are facilitated by team leaders using discussion points related to planning for student success, data review, and sharing best practices. Teachers are also encouraged to plan during after school hours through voluntary curriculum contracts in order to plan for common assessments.

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

Tuttle Elementary School has a proactive recruiting strategy for attracting highly qualified teacher candidates to our school. In addition to offering one of the most competitive salaries in the state, there is also consideration for supplements and other incentives to recruit and retain high quality and highly qualified candidates. Additionally, The Sarasota County Teacher Induction Program (SCIP) at Tuttle Elementary School provides new teachers with support, coaching and mentoring to ensure that our students receive a high quality education. The administration at Tuttle firmly believes in "setting our new teachers up for success." Mentors help their mentees set up their classrooms and make sure that each

teacher has the supplies necessary for a successful year. Additionally, new teachers meet weekly with their mentors to collaborate. Furthermore, all teachers are provided with opportunities for professional growth to help ensure a high quality of instruction in all classrooms.

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

In Sarasota County all new hires receive 1 year of support at the district and school levels known as SCIP. The level of support is based on the need of the mentee. Many first year educators need support and guidance in the area of classroom management and as well as professional development on school programs. The PRIDE document in which educators are evaluated is taught throughout the year so our new hires understand the high expectations of the District and the school. It is expected that both mentor and mentee work daily and weekly as the year progresses to assist the new hire with acclimating to the school's procedures and expectations.

The lead mentor is responsible for contacting all the mentors and assisting in the assigning of mentors to new hired mentees. There is consideration for the mentee to be paired with a mentor in a like grade level and/or similar support for increased success. The lead mentor is required to hold 8 cohort meetings based on the needs of the new hires throughout the 1 year induction program. Many of the cohort meetings provide professional development needs such as classroom management, instructional practices, and allows time for collaborative discussions on best practices, differentiating and curriculum support.

## **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***

Tuttle Elementary has included whole and small group professional learning related to aligning instruction to the Florida Standards. A summer leadership team discussed incorporating a quarterly planning day during duty time for teams to learn about LAFS and MAFS and plan for instruction and assessment. Pre-week staff meetings included overviews of the Florida Standard assessment timeframe, and teams received the LAFS and MAFS in order to review the updated standards. Teams also attended Math training during June to understand the changes in mathematic assessment. Administration will utilize data from ongoing observations using the Instructional Improvement System to monitor Teacher proficiency in Domain II on PRIDE, Planning for Instruction.

#### **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***

Tuttle uses the 4 step problem solving process to develop, implement and evaluate interventions. First, individual student data is compared to state benchmarks and average peer performance (gap analysis) to identify the specific skill or performance deficits. Next, we analyze the problem to determine why it may be occurring. Then we identify instructional strategies, curriculum resources and/or environmental factors that we can put in to place to help address the problem. Finally, we monitor the response to intervention to determine if the learner's response was good, questionable or poor in order to



determine  
the next steps.

**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:** After School Program

**Minutes added to school year:** 108,000

The after school program will provide learning opportunities in the following areas.

- Project Based Learning incorporating Reading, Math, Science, Technology
- Homework Help
- Computer Time- Reading, Math, Science, Games
- Physical Fitness and Nutrition Lessons
- Enrichment Activities
- Social Skills and Character Education Lessons

**Strategy Rationale**

**Strategy Purpose(s)**

- Enrichment

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

Dinverno, Tomas, tomas.dinverno@sarasotacountyschools.net

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

Data is collected three times per year utilizing i-Ready Reading and Mathematics scale score growth. Analyzing student's performance, specifically student growth, is used to determine the effectiveness of the strategy as well as utilized to plan future programming.

**Strategy:** After School Program

**Minutes added to school year:** 21,600

Small group instruction for ELL students afterschool in small groups.

**Strategy Rationale**

Students needing additional language acquisition support in K-1.

**Strategy Purpose(s)**

- Core Academic Instruction

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

Olson, Tunde, tunde.olson@sarasotacountyschools.net

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

WIDA ESOL Testing data and amount of students in LY status K-1

**Strategy:** Before School Program

**Minutes added to school year:** 5,400

Before School Computer Lab for I-Ready

**Strategy Rationale**

Based on the data, the students enter the school not at grade level, and more at risk for not meeting standards in reading and math as well as passing work habits associated with the curriculum. The open computer lab time will allow for additional remediation in below grade level skills to bring students up to grade level in reading and mathematics.

**Strategy Purpose(s)**

- Enrichment

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

Dinverno, Tomas, tomas.dinverno@sarasotacountyschools.net

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

By the end of the 2015-16 school year, there will be a 5% growth in students demonstrating reading and mathematics grade level standards based on scale score growth from AP 1 to AP3.

**Strategy:** Extended School Day

**Minutes added to school year:** 21,600

The FAST (Focus After School Tutoring) tutoring program will provide 3 hours of intensive Reading and Math instruction per week. Teachers and students will use researched based materials (CARS, FOCUS, CAMS, STAMS, SOLVE) to supplement classroom instruction as well as fill any skills gaps identified.

**Strategy Rationale**

**Strategy Purpose(s)**

- Enrichment

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

Dinverno, Tomas, tomas.dinverno@sarasotacountyschools.net

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

A pre, mid, and post assessment will be administered to determine the effectiveness of the program as well as to plan for future instruction.

**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**

Each year, Tuttle Elementary School opens its doors to local preschools for visitation to our campus. Tuttle Elementary School also visits each of the two Children's First locations to inform parents about Tuttle Elementary School, the registration process, and activities parents can implement at home to assist in their child's transition from early childhood programs to Tuttle Elementary School. Each Spring, Tuttle Elementary School holds a Kindergarten Round-Up to familiarize incoming Kindergarteners and their families with the campus, as well as the Kindergarten curriculum. In the summer of 2016, Tuttle will also implement a Summer Learning Academy for at least 50 incoming Kindergarten students. The goal of the program will be to increase Kindergarten readiness as well as develop the social skills of these students.

Tuttle Elementary School will incorporate a professional development course designed to articulate curriculum needs between VPK and Kindergarten teachers. Working with the Early Learning Coalition, Tuttle Elementary will have a Fall and Spring course at the school. Local providers and Kindergarten teachers will share curriculum, best practices in early childhood learning, and plan for closing gaps in articulation between VPK and Kindergarten.

### 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***

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

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

***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***

## Needs Assessment

### Problem Identification

#### Data to Support Problem Identification

##### Portfolio Selection

Portfolio selection is not required by the Florida Department of Education but is offered as a tool for needs assessment.

##### 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:

#### 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.

**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.

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## 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.** By the year 2016, there will be a minimum of 70% of all student groups K-5 demonstrating proficiency in reading at grade level standards as evidenced by scale score gains from the fall to spring i-Ready diagnostic assessment.
- G2.** By the year 2016, there will be a minimum of 70% of all student groups K-5 demonstrating proficiency in mathematics at grade level standards as evidenced by scale score gains from the fall to spring i-Ready diagnostic assessment.
- G3.** By the year 2016, there will be a minimum of a 4% point increase for all student groups at 5th grade in demonstrating proficiency at level 3 and above on FCAT Science.
- G4.** By the year 2016, there will be a minimum of a 4% point increase for all student groups grades 3-5 demonstrating proficiency at level 3 and above on spring assessments in the Florida Standards Assessment in English Language Arts/Writing and Mathematics.
- G5.** By the year 2016, there will be a decrease of 5% in absences and suspensions for all student groups K-5 each quarter in comparison to prior year data.

## 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.** By the year 2016, there will be a minimum of 70% of all student groups K-5 demonstrating proficiency in reading at grade level standards as evidenced by scale score gains from the fall to spring i-Ready diagnostic assessment. **1a**

G072460

**Targets Supported** **1b**

Indicator	Annual Target
AMO Math - All Students	70.0
AMO Reading - All Students	72.0
FCAT 2.0 Science Proficiency	63.0
Attendance rate	95.0
AMO Math - African American	62.0
AMO Math - SWD	61.0
AMO Reading - SWD	60.0

**Resources Available to Support the Goal** **2**

- Additional staff members funded through Title I funds (Progress Monitoring Specialist, Reading Specialist, VIP Teacher, .6 Reading Teacher)
- Volunteers Improving Proficiency Program
- Reading Recovery
- ESOL Tutoring
- I-Ready
- Power Hour
- ESOL Tutoring
- Tier II and Tier III Remediation
- FAST Tutoring Program
- 21st Century Program
- I-Ready Open Computer Lab Time

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

- Difficulty allotting additional time for intensive remedial services during the school day.
- Ability of parents to provide academic support.
- Need for Professional Development in the areas of Florida Standards for English Language Arts and Mathematics

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

Collaboration between Administration, Progress Monitoring Specialist, LLT, and teachers. Collaboration will include review of progress, instructional strategies, adjustment of students to be served as applicable.

**Person Responsible**

Tomas Dinverno

**Schedule**

Quarterly, from 9/8/2015 to 6/3/2016

**Evidence of Completion**

Assessment Results

**G2.** By the year 2016, there will be a minimum of 70% of all student groups K-5 demonstrating proficiency in mathematics at grade level standards as evidenced by scale score gains from the fall to spring i-Ready diagnostic assessment. 1a

G072461

**Targets Supported 1b**

Indicator	Annual Target
Math Gains District Assessment	

**Resources Available to Support the Goal 2**

- Tier I, Tier II and Tier III Remediation with Teachers
- District and School Professional Development in Mathematics

**Targeted Barriers to Achieving the Goal 3**

- Providing timely progress monitoring and remediation for students
- Professional development in Mathematics instruction K-5

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

School level data on targeted growth in mathematics

**Person Responsible**

Tomas Dinverno

**Schedule**

Annually, from 8/24/2015 to 6/3/2016

**Evidence of Completion**

Student achievement data on diagnostic compared with district growth target

**G3.** By the year 2016, there will be a minimum of a 4% point increase for all student groups at 5th grade in demonstrating proficiency at level 3 and above on FCAT Science. 1a

G072462

**Targets Supported** 1b

Indicator	Annual Target
FCAT 2.0 Science Proficiency	

**Resources Available to Support the Goal** 2

- Use of standards based instruction and WriteScore assessment at 5th grade
- Scheduling science during specials with an instructional certified teacher
- Project Based Learning activities for students in Science

**Targeted Barriers to Achieving the Goal** 3

- Providing opportunities for students to develop proficiency in Science

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

Review of WriteScore assessment scores at 3rd, 4th, and 5th grade

**Person Responsible**

Tomas Dinverno

**Schedule**

Quarterly, from 8/24/2015 to 6/3/2016

**Evidence of Completion**

Assessment data growth from one quarter to the next.



**G4.** By the year 2016, there will be a minimum of a 4% point increase for all student groups grades 3-5 demonstrating proficiency at level 3 and above on spring assessments in the Florida Standards Assessment in English Language Arts/Writing and Mathematics. 1a

G072463

**Targets Supported** 1b

Indicator	Annual Target
FSA English Language Arts - Achievement	55.0
FSA Mathematics - Achievement	60.0

**Resources Available to Support the Goal** 2

- Students will receive targeted reading instruction in pull out groups with ESE Teacher.
- Identified Students in 1st Grade will receive support with the Reading Recovery program
- Students identified as below grade level in the bottom quartile will receive remedial reading support in Title I groups
- Students in K-5 will have opportunities for extended learning beyond the school day in open computer lab and 3 tutoring programs.
- Instructional steps for students below grade level will be identified in each classroom using data from progress monitoring tools.

**Targeted Barriers to Achieving the Goal** 3

- Students demonstrating grade level standards in English Language Arts

**Plan to Monitor Progress Toward G4.** 8

Percentage of students meeting learning goals based on data

**Person Responsible**

Tomas Dinverno

**Schedule**

Semiannually, from 8/24/2015 to 6/3/2016

**Evidence of Completion**

Report card information

**G5.** By the year 2016, there will be a decrease of 5% in absences and suspensions for all student groups K-5 each quarter in comparison to prior year data. 1a

G072464

**Targets Supported** 1b

Indicator	Annual Target
Instructional Minutes	36000.0
Attendance rate	94.0

**Resources Available to Support the Goal** 2

- Tier I, Tier II, Tier III Interventions
- Positive Behavior Support program including PBS Express Newsletter, Zoo Zingo attendance program, attendance incentives
- Attendance data tracker in student notebooks
- Restorative Circles
- Attendance Task Force including administration, guidance, social worker, support staff

**Targeted Barriers to Achieving the Goal** 3

- Students absent from school over 10 days per semester.
- Lack of resources for families including transportation, health care, childcare, adequate nutrition

**Plan to Monitor Progress Toward G5.** 8

**Person Responsible**

**Schedule**

***Evidence of Completion***

## 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.** By the year 2016, there will be a minimum of 70% of all student groups K-5 demonstrating proficiency in reading at grade level standards as evidenced by scale score gains from the fall to spring i-Ready diagnostic assessment. **1**

 G072460

**G1.B1** Difficulty allotting additional time for intensive remedial services during the school day. **2**

 B188837

**G1.B1.S1** Title I Remedial Groups **4**

 S200289

### Strategy Rationale

K-5 Students have been identified for intervention support based on the I-Ready AP1 diagnostic report.

### Action Step 1 **5**

Title I Intervention Groups

#### Person Responsible

MaryBeth Slane

#### Schedule

Daily, from 9/8/2015 to 6/3/2016

#### Evidence of Completion

Progress Monitoring sheets, lesson plans, Tier II and III documentation

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

Collaboration between Administration, Progress Monitoring Specialist, LLT, and teachers. Collaboration will include review of progress, instructional strategies, adjustment of students to be served as applicable.

**Person Responsible**

Jennifer Kahler

**Schedule**

Quarterly, from 9/8/2015 to 6/3/2016

***Evidence of Completion***

Progress Monitoring Sheets

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

Collaboration between Administration, Progress Monitoring Specialist, LLT, and teachers. Collaboration will include review of progress, instructional strategies, adjustment of students to be served as applicable.

**Person Responsible**

Jennifer Kahler

**Schedule**

Quarterly, from 9/8/2015 to 6/3/2016

***Evidence of Completion***

Assessment results

**G1.B1.S2** Students chosen to participate in the VIP (Volunteers Improving Proficiency) will be remediated during power hour instruction utilizing instructional materials and participating in activities aligned with the science curriculum. 4

 S200290

### Strategy Rationale

1-1 reading support with trained volunteers.

### Action Step 1 5

Students chosen to participate in the VIP (Volunteers Improving Proficiency) will be re mediated during the day utilizing instructional materials and participating in activities aligned with the science curriculum.

#### Person Responsible

Laurel HInds

#### Schedule

Daily, from 9/9/2014 to 5/29/2015

#### Evidence of Completion

Progress Monitoring sheets, lesson plans, Tier II and III documentation

### Plan to Monitor Fidelity of Implementation of G1.B1.S2 6

Tuttle Administration will collaborate and observe the instruction provided in the VIP classroom.

#### Person Responsible

Tomas Dinverno

#### Schedule

Biweekly, from 9/9/2014 to 5/29/2015

#### Evidence of Completion

Observation documentation, review of instructional plans, instructional materials.

**Plan to Monitor Effectiveness of Implementation of G1.B1.S2 7**

Review progress monitoring documents to determine effectiveness of VIP program.

**Person Responsible**

Laurel HInds


**Schedule**

Weekly, from 9/30/2014 to 5/29/2015

**Evidence of Completion**

Progress monitoring sheets

**G1.B1.S3** Students needing remedial services will be invited to participate in the FAST, ESOL, and 21st Century Tutoring Program. 4

 S200291

**Strategy Rationale**

Additional support for students that are in lower quartile of reading at grade level K-5.

**Action Step 1 5**

Students needing remedial services will be invited to participate in the FAST Tutoring Program.

**Person Responsible**

Laurel HInds

**Schedule**

Weekly, from 10/21/2015 to 5/5/2016

**Evidence of Completion**

Student performance on lessons in FAST program

**Plan to Monitor Fidelity of Implementation of G1.B1.S3 6**

Review of benchmark assessments (three administrations) to determine fidelity of implementation, ongoing observation, and frequent collaboration with program coordinator.

**Person Responsible**

Laurel HInds

**Schedule**

Weekly, from 10/21/2015 to 5/5/2016

***Evidence of Completion***

Observation notes, benchmark assessment results

**Plan to Monitor Effectiveness of Implementation of G1.B1.S3 7**

Review of benchmark assessments (three administrations) to determine fidelity of implementation, ongoing observation, and frequent collaboration with program coordinator.

**Person Responsible**

Laurel HInds

**Schedule**

Weekly, from 10/21/2015 to 5/5/2016

***Evidence of Completion***

Benchmark assessment results, observation notes.

**G1.B6** Ability of parents to provide academic support. 2

 B188842

**G1.B6.S1** Tuttle Parent Academy 4

 S200293

**Strategy Rationale**

**Action Step 1** 5

Parents will be invited to participate in 8 parent centered workshops. The workshops focus on empowering parents with the tools needed to support their child's academic success.

**Person Responsible**

Tomas Dinverno

**Schedule**

Monthly, from 10/19/2015 to 5/16/2016

***Evidence of Completion***

Monthly workshop agendas, sign-in sheets, presentation materials.

**Plan to Monitor Fidelity of Implementation of G1.B6.S1** 6

Administration will meet with Parent Academy staff members to reflect on the success/areas in need of attention at the conclusion of each Parent Academy session.

**Person Responsible**

Tomas Dinverno

**Schedule**

Monthly, from 10/20/2015 to 5/16/2016

***Evidence of Completion***

Meeting notes



**Plan to Monitor Effectiveness of Implementation of G1.B6.S1** 7

Parent Surveys

**Person Responsible**

Jennifer Kahler


**Schedule**

Monthly, from 10/19/2015 to 5/16/2016

**Evidence of Completion**

Survey Results

**G1.B6.S2 Grade Level Curriculum/Performance Nights** 4

 S200294

**Strategy Rationale**

**Action Step 1** 5

Parents will be invited and encouraged to attend Grade Level Curriculum/Performance Nights

**Person Responsible**

Jennifer Kahler

**Schedule**

Monthly, from 1/19/2016 to 5/16/2016

**Evidence of Completion**

Sign-In Sheets, Invitations, Presentation materials

**Plan to Monitor Fidelity of Implementation of G1.B6.S2** 6

Administration will meet with grade level teams to discuss plans of action, progress, and will attend scheduled events.

**Person Responsible**

Jennifer Kahler

**Schedule**

Monthly, from 1/19/2016 to 5/16/2016

**Evidence of Completion**

PLC meeting minutes

**Plan to Monitor Effectiveness of Implementation of G1.B6.S2 7**

Administration will meet with grade level teams to discuss plans of action, progress, and will attend scheduled events.

**Person Responsible**

Jennifer Kahler


**Schedule**

Monthly, from 1/19/2016 to 5/16/2016


**Evidence of Completion**

Observation notes.

**G1.B8 Need for Professional Development in the areas of Florida Standards for English Language Arts and Mathematics 2**

 B188844

**G1.B8.S1 Provide Professional Development Opportunities to address areas of need. 4**

 S200295

**Strategy Rationale**

**Action Step 1 5**

PD will be provided in the following areas:  
I-Ready ELA and Mathematics  
Vocabulary instruction in the content areas

**Person Responsible**

Tomas Dinverno

**Schedule**

Biweekly, from 8/17/2015 to 5/16/2016

**Evidence of Completion**

Classroom Observations, Progress Monitoring Sheets

**Plan to Monitor Fidelity of Implementation of G1.B8.S1** 6

Tuttle Administration will attend PD opportunities and planning sessions to monitor fidelity of implementation.

**Person Responsible**

Tomas Dinverno

**Schedule**

Quarterly, from 8/24/2015 to 5/23/2016

***Evidence of Completion***

Observation/participant documentation

**Plan to Monitor Effectiveness of Implementation of G1.B8.S1** 7

Tuttle Administration will attend PD opportunities and planning sessions to monitor fidelity of implementation.

**Person Responsible**

Tomas Dinverno

**Schedule**

Quarterly, from 8/24/2015 to 5/23/2016

***Evidence of Completion***

Observation notes and presentation documents.

**G2.** By the year 2016, there will be a minimum of 70% of all student groups K-5 demonstrating proficiency in mathematics at grade level standards as evidenced by scale score gains from the fall to spring i-Ready diagnostic assessment. 1

G072461

**G2.B1** Providing timely progress monitoring and remediation for students 2

B188846

**G2.B1.S1** Updating progress monitoring information for interventions 4

S200296

### Strategy Rationale

Providing feedback in an effective and timely fashion

### Action Step 1 5

Identifying and utilizing progress monitoring and growth data from I-Ready

#### Person Responsible

MaryBeth Slane

#### Schedule

Weekly, from 8/24/2015 to 6/3/2016

#### Evidence of Completion

Excel sheet with progress monitoring data from I-Ready reports

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

Grade level team data review of I-Ready Math instructional reports

#### Person Responsible

Jennifer Kahler

#### Schedule

Monthly, from 8/24/2015 to 6/3/2016

#### Evidence of Completion

I-Ready growth data between diagnostics.

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

School wide review of diagnostic growth on I-Ready

**Person Responsible**

Tomas Dinverno


**Schedule**

Quarterly, from 8/24/2015 to 6/3/2016


**Evidence of Completion**

School wide, grade level, and individual student growth between AP1, AP2, AP3 on I-Ready

**G2.B2 Professional development in Mathematics instruction K-5** 2

 B188847

**G2.B2.S1 Professional Development courses at the state, district and school level** 4

 S200297

**Strategy Rationale**

Staff will have the opportunity to learn about best practices in math instruction and practice implementing strategies into instructional planning.

**Action Step 1** 5

Professional Development courses in Mathematics

**Person Responsible**

Tomas Dinverno

**Schedule**

Monthly, from 8/24/2015 to 6/3/2016

**Evidence of Completion**

Professional Development calendar of offerings

**Plan to Monitor Fidelity of Implementation of G2.B2.S1** 6

Review of professional development courses attended

**Person Responsible**

Tomas Dinverno

**Schedule**

Quarterly, from 8/24/2015 to 6/3/2016

**Evidence of Completion**

Professional development log for staff

**Plan to Monitor Effectiveness of Implementation of G2.B2.S1** 7

Professional Development completed in mathematics

**Person Responsible**

Tomas Dinverno

**Schedule**

Annually, from 8/24/2015 to 6/3/2016

**Evidence of Completion**

Review of total courses per staff in mathematics completed.

**G3.** By the year 2016, there will be a minimum of a 4% point increase for all student groups at 5th grade in demonstrating proficiency at level 3 and above on FCAT Science. 1

G072462

**G3.B1** Providing opportunities for students to develop proficiency in Science 2

B188848

**G3.B1.S1** Students will receive science instruction at each grade level with a homeroom teacher as well as during specials with an instructional teacher. 4

S200298

### Strategy Rationale

Students need practice with science standards at each grade level.

### Action Step 1 5

Science instruction for K-5 on grade level standards

#### Person Responsible

Tomas Dinverno

#### Schedule

Monthly, from 8/24/2015 to 6/3/2016

#### Evidence of Completion

Classroom observations and feedback on Science Instruction

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

Student demonstration of increased proficiency on science standards

#### Person Responsible

Tomas Dinverno

#### Schedule

Quarterly, from 8/24/2015 to 6/3/2016

#### Evidence of Completion

Student achievement increase in science proficiency as evidenced on report card progress quarterly

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

Ongoing data review of science growth on benchmark assessments

**Person Responsible**

Tomas Dinverno

**Schedule**

Semiannually, from 8/24/2015 to 6/3/2016

**Evidence of Completion**

Quarterly review of student data on benchmark assessments in science.

**G4.** By the year 2016, there will be a minimum of a 4% point increase for all student groups grades 3-5 demonstrating proficiency at level 3 and above on spring assessments in the Florida Standards Assessment in English Language Arts/Writing and Mathematics. 1

 G072463

**G4.B1** Students demonstrating grade level standards in English Language Arts 2

 B188849

**G4.B1.S1** Identifying instructional best practices to provide support in and out of the classroom for students below grade level in English Language Arts. 4

 S200299

**Strategy Rationale**

Provide individualized instruction based on learning goals of students.

**Action Step 1 5**

Reviewing student learning on grade level standards

**Person Responsible**

Jennifer Kahler

**Schedule**

Quarterly, from 8/24/2015 to 6/3/2016

**Evidence of Completion**

Student proficiency on grade level standards



**Plan to Monitor Fidelity of Implementation of G4.B1.S1** 6

Review of student gains on learning targets

**Person Responsible**

Jennifer Kahler

**Schedule**

Quarterly, from 8/24/2015 to 6/3/2016

***Evidence of Completion***

Student academic grades at each quarter

**Plan to Monitor Effectiveness of Implementation of G4.B1.S1** 7

Review of grades

**Person Responsible**

Jennifer Kahler

**Schedule**

Quarterly, from 8/24/2015 to 6/3/2016

***Evidence of Completion***

Quarterly grades

**G5.** By the year 2016, there will be a decrease of 5% in absences and suspensions for all student groups K-5 each quarter in comparison to prior year data. 1

G072464

**G5.B1** Students absent from school over 10 days per semester. 2

B188850

**G5.B1.S1** Identifying student absences and establishing interventions to involve all stakeholders in the improving of student attendance. 4

S200300

### Strategy Rationale

Combined efforts to increase student attendance need to include identification, communication, problem/solution steps, and interventions.

### Action Step 1 5

Tier I, Tier II, Tier III Interventions with attendance

#### Person Responsible

Jennifer Kahler

#### Schedule

Weekly, from 8/24/2015 to 6/3/2016

#### Evidence of Completion

Quarterly attendance data

### Plan to Monitor Fidelity of Implementation of G5.B1.S1 6

Identify attendance data at individual and school level

#### Person Responsible

Jennifer Kahler

#### Schedule

Monthly, from 8/24/2015 to 6/3/2016

#### Evidence of Completion

Increase of students in attendance

**Plan to Monitor Effectiveness of Implementation of G5.B1.S1** 7

Tier III MTSS Data on student attendance

**Person Responsible**

Joanne Mainberger

**Schedule**

Weekly, from 8/24/2015 to 6/3/2016


**Evidence of Completion**

MTSS Attendance documentation

**G5.B2** Lack of resources for families including transportation, health care, childcare, adequate nutrition 2

 B188851

**G5.B2.S1** School based Attendance Task force focused on chronic student absences. 4

 S200301

**Strategy Rationale**

Provide a targeted approach to identify and providing support to those families with non-attendance patterns.

**Action Step 1** 5

Attendance Task Force

**Person Responsible**

Jennifer Kahler

**Schedule**

Daily, from 9/1/2015 to 6/3/2016

**Evidence of Completion**

Attendance data

**Plan to Monitor Fidelity of Implementation of G5.B2.S1** 6

Review of weekly, monthly, and quarterly attendance data

**Person Responsible**

Jennifer Kahler

**Schedule**

Weekly, from 9/1/2015 to 6/3/2016

**Evidence of Completion**

Attendance data

**Plan to Monitor Effectiveness of Implementation of G5.B2.S1** 7

Student attendance

**Person Responsible**

Jennifer Kahler

**Schedule**

Biweekly, from 9/1/2015 to 6/3/2016

**Evidence of Completion**

Reduction of number of absences for targeted students

**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	Title I Intervention Groups	Slane, MaryBeth	9/8/2015	Progress Monitoring sheets, lesson plans, Tier II and III documentation	6/3/2016 daily
G1.B1.S2.A1	Students chosen to participate in the VIP (Volunteers Improving Proficiency) will be re mediated during the day utilizing instructional materials and participating in activities aligned with the science curriculum.	HInds, Laurel	9/9/2014	Progress Monitoring sheets, lesson plans, Tier II and III documentation	5/29/2015 daily
G1.B1.S3.A1	Students needing remedial services will be invited to participate in the FAST Tutoring Program.	HInds, Laurel	10/21/2015	Student performance on lessons in FAST program	5/5/2016 weekly
G1.B6.S1.A1	Parents will be invited to participate in 8 parent centered workshops. The workshops focus on empowering parents with the tools needed to support their child's academic success.	Dinverno, Tomas	10/19/2015	Monthly workshop agendas, sign-in sheets, presentation materials.	5/16/2016 monthly

**Sarasota - 0201 - Tuttle Elementary School - 2015-16 SIP**  
*Tuttle Elementary School*

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
G1.B6.S2.A1	Parents will be invited and encouraged to attend Grade Level Curriculum/ Performance Nights	Kahler, Jennifer	1/19/2016	Sign-In Sheets, Invitations, Presentation materials	5/16/2016 monthly
G1.B8.S1.A1	PD will be provided in the following areas: I-Ready ELA and Mathematics Vocabulary instruction in the content areas	Dinverno, Tomas	8/17/2015	Classroom Observations, Progress Monitoring Sheets	5/16/2016 biweekly
G2.B1.S1.A1	Identifying and utilizing progress monitoring and growth data from I-Ready	Slane, MaryBeth	8/24/2015	Excel sheet with progress monitoring data from I-Ready reports	6/3/2016 weekly
G2.B2.S1.A1	Professional Development courses in Mathematics	Dinverno, Tomas	8/24/2015	Professional Development calendar of offerings	6/3/2016 monthly
G3.B1.S1.A1	Science instruction for K-5 on grade level standards	Dinverno, Tomas	8/24/2015	Classroom observations and feedback on Science Instruction	6/3/2016 monthly
G4.B1.S1.A1	Reviewing student learning on grade level standards	Kahler, Jennifer	8/24/2015	Student proficiency on grade level standards	6/3/2016 quarterly
G5.B1.S1.A1	Tier I, Tier II, Tier III Interventions with attendance	Kahler, Jennifer	8/24/2015	Quarterly attendance data	6/3/2016 weekly
G5.B2.S1.A1	Attendance Task Force	Kahler, Jennifer	9/1/2015	Attendance data	6/3/2016 daily
G1.MA1	Collaboration between Administration, Progress Monitoring Specialist, LLT, and teachers. Collaboration will include review of progress, instructional strategies, adjustment of students to be served as applicable.	Dinverno, Tomas	9/8/2015	Assessment Results	6/3/2016 quarterly
G1.B1.S1.MA1	Collaboration between Administration, Progress Monitoring Specialist, LLT, and teachers. Collaboration will include review of progress, instructional strategies, adjustment of students to be served as applicable.	Kahler, Jennifer	9/8/2015	Assessment results	6/3/2016 quarterly
G1.B1.S1.MA1	Collaboration between Administration, Progress Monitoring Specialist, LLT, and teachers. Collaboration will include review of progress, instructional strategies, adjustment of students to be served as applicable.	Kahler, Jennifer	9/8/2015	Progress Monitoring Sheets	6/3/2016 quarterly
G1.B6.S1.MA1	Parent Surveys	Kahler, Jennifer	10/19/2015	Survey Results	5/16/2016 monthly
G1.B6.S1.MA1	Administration will meet with Parent Academy staff members to reflect on the success/areas in need of attention at the conclusion of each Parent Academy session.	Dinverno, Tomas	10/20/2015	Meeting notes	5/16/2016 monthly
G1.B8.S1.MA1	Tuttle Administration will attend PD opportunities and planning sessions to monitor fidelity of implementation.	Dinverno, Tomas	8/24/2015	Observation notes and presentation documents.	5/23/2016 quarterly
G1.B8.S1.MA1	Tuttle Administration will attend PD opportunities and planning sessions to monitor fidelity of implementation.	Dinverno, Tomas	8/24/2015	Observation/participant documentation	5/23/2016 quarterly
G1.B1.S2.MA1	Review progress monitoring documents to determine effectiveness of VIP program.	Hinds, Laurel	9/30/2014	Progress monitoring sheets	5/29/2015 weekly
G1.B1.S2.MA1	Tuttle Administration will collaborate and observe the instruction provided in the VIP classroom.	Dinverno, Tomas	9/9/2014	Observation documentation, review of instructional plans, instructional materials.	5/29/2015 biweekly
G1.B6.S2.MA1	Administration will meet with grade level teams to discuss plans of action, progress, and will attend scheduled events.	Kahler, Jennifer	1/19/2016	Observation notes.	5/16/2016 monthly

**Sarasota - 0201 - Tuttle Elementary School - 2015-16 SIP**  
Tuttle Elementary School

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
G1.B6.S2.MA1	Administration will meet with grade level teams to discuss plans of action, progress, and will attend scheduled events.	Kahler, Jennifer	1/19/2016	PLC meeting minutes	5/16/2016 monthly
G1.B1.S3.MA1	Review of benchmark assessments (three administrations) to determine fidelity of implementation, ongoing observation, and frequent collaboration with program coordinator.	Hlnds, Laurel	10/21/2015	Benchmark assessment results, observation notes.	5/5/2016 weekly
G1.B1.S3.MA1	Review of benchmark assessments (three administrations) to determine fidelity of implementation, ongoing observation, and frequent collaboration with program coordinator.	Hlnds, Laurel	10/21/2015	Observation notes, benchmark assessment results	5/5/2016 weekly
G2.MA1	School level data on targeted growth in mathematics	Dinverno, Tomas	8/24/2015	Student achievement data on diagnostic compared with district growth target	6/3/2016 annually
G2.B1.S1.MA1	School wide review of diagnostic growth on I-Ready	Dinverno, Tomas	8/24/2015	School wide, grade level, and individual student growth between AP1, AP2, AP3 on I-Ready	6/3/2016 quarterly
G2.B1.S1.MA1	Grade level team data review of I-Ready Math instructional reports	Kahler, Jennifer	8/24/2015	I-Ready growth data between diagnostics.	6/3/2016 monthly
G2.B2.S1.MA1	Professional Development completed in mathematics	Dinverno, Tomas	8/24/2015	Review of total courses per staff in mathematics completed.	6/3/2016 annually
G2.B2.S1.MA1	Review of professional development courses attended	Dinverno, Tomas	8/24/2015	Professional development log for staff	6/3/2016 quarterly
G3.MA1	Review of WriteScore assessment scores at 3rd, 4th, and 5th grade	Dinverno, Tomas	8/24/2015	Assessment data growth from one quarter to the next.	6/3/2016 quarterly
G3.B1.S1.MA1	Ongoing data review of science growth on benchmark assessments	Dinverno, Tomas	8/24/2015	Quarterly review of student data on benchmark assessments in science.	6/3/2016 semiannually
G3.B1.S1.MA1	Student demonstration of increased proficiency on science standards	Dinverno, Tomas	8/24/2015	Student achievement increase in science proficiency as evidenced on report card progress quarterly	6/3/2016 quarterly
G4.MA1	Percentage of students meeting learning goals based on data	Dinverno, Tomas	8/24/2015	Report card information	6/3/2016 semiannually
G4.B1.S1.MA1	Review of grades	Kahler, Jennifer	8/24/2015	Quarterly grades	6/3/2016 quarterly
G4.B1.S1.MA1	Review of student gains on learning targets	Kahler, Jennifer	8/24/2015	Student academic grades at each quarter	6/3/2016 quarterly
G5.MA1	[no content entered]			one-time	
G5.B1.S1.MA1	Tier III MTSS Data on student attendance	Mainberger, Joanne	8/24/2015	MTSS Attendance documentation	6/3/2016 weekly
G5.B1.S1.MA1	Identify attendance data at individual and school level	Kahler, Jennifer	8/24/2015	Increase of students in attendance	6/3/2016 monthly
G5.B2.S1.MA1	Student attendance	Kahler, Jennifer	9/1/2015	Reduction of number of absences for targeted students	6/3/2016 biweekly
G5.B2.S1.MA1	Review of weekly, monthly, and quarterly attendance data	Kahler, Jennifer	9/1/2015	Attendance data	6/3/2016 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.** By the year 2016, there will be a minimum of 70% of all student groups K-5 demonstrating proficiency in reading at grade level standards as evidenced by scale score gains from the fall to spring i-Ready diagnostic assessment.

**G1.B6** Ability of parents to provide academic support.

**G1.B6.S1** Tuttle Parent Academy

### **PD Opportunity 1**

Parents will be invited to participate in 8 parent centered workshops. The workshops focus on empowering parents with the tools needed to support their child's academic success.

#### **Facilitator**

Parent Academy Planning Team

#### **Participants**

Parents/Families

#### **Schedule**

Monthly, from 10/19/2015 to 5/16/2016

**G1.B8** Need for Professional Development in the areas of Florida Standards for English Language Arts and Mathematics

**G1.B8.S1** Provide Professional Development Opportunities to address areas of need.

### **PD Opportunity 1**

PD will be provided in the following areas: I-Ready ELA and Mathematics Vocabulary instruction in the content areas

#### **Facilitator**

Various PD facilitators - including but not limited to Tuttle Administration, Tuttle Staff Members, District Coordinators, and Product Representatives

#### **Participants**

All Instructional Staff Members.

#### **Schedule**

Biweekly, from 8/17/2015 to 5/16/2016

**G2.** By the year 2016, there will be a minimum of 70% of all student groups K-5 demonstrating proficiency in mathematics at grade level standards as evidenced by scale score gains from the fall to spring i-Ready diagnostic assessment.

**G2.B2** Professional development in Mathematics instruction K-5

**G2.B2.S1** Professional Development courses at the state, district and school level

**PD Opportunity 1**

Professional Development courses in Mathematics

**Facilitator**

Sue D'Angelo

**Participants**

K-5 Teachers

**Schedule**

Monthly, from 8/24/2015 to 6/3/2016



## Technical Assistance Items

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

### Budget

#### Budget Data

<b>1</b>	<b>G1.B1.S1.A1</b>	<b>Title I Intervention Groups</b>				<b>\$508,296.00</b>
	Function	Object	Budget Focus	Funding Source	FTE	2015-16
	3374	100-Salaries	0201 - Tuttle Elementary School	Title I Part A		\$508,296.00
<i>Notes: Included in the Title I Support positions are resource teachers, progress monitoring specialist, and ESOL Liaison.</i>						
<b>2</b>	<b>G1.B1.S2.A1</b>	<b>Students chosen to participate in the VIP (Volunteers Improving Proficiency) will be re mediated during the day utilizing instructional materials and participating in activities aligned with the science curriculum.</b>				<b>\$0.00</b>
<b>3</b>	<b>G1.B1.S3.A1</b>	<b>Students needing remedial services will be invited to participate in the FAST Tutoring Program.</b>				<b>\$130,613.00</b>
	Function	Object	Budget Focus	Funding Source	FTE	2015-16
			0201 - Tuttle Elementary School			\$35,000.00
<i>Notes: I-Ready open computer lab time</i>						
	5900	100-Salaries	0201 - Tuttle Elementary School	Title I Part A		\$95,613.00
<i>Notes: FAST Tutoring</i>						
<b>4</b>	<b>G1.B6.S1.A1</b>	<b>Parents will be invited to participate in 8 parent centered workshops. The workshops focus on empowering parents with the tools needed to support their child's academic success.</b>				<b>\$15,286.00</b>
	Function	Object	Budget Focus	Funding Source	FTE	2015-16
			0201 - Tuttle Elementary School	Title I Part A		\$15,286.00
<b>5</b>	<b>G1.B6.S2.A1</b>	<b>Parents will be invited and encouraged to attend Grade Level Curriculum/ Performance Nights</b>				<b>\$64,387.00</b>
	Function	Object	Budget Focus	Funding Source	FTE	2015-16
			0201 - Tuttle Elementary School			\$64,387.00
<i>Notes: Summer Learning Academy for incoming Kindergarten students</i>						
<b>6</b>	<b>G1.B8.S1.A1</b>	<b>PD will be provided in the following areas: I-Ready ELA and Mathematics Vocabulary instruction in the content areas</b>				<b>\$65,000.00</b>

<b>Budget Data</b>						
	Function	Object	Budget Focus	Funding Source	FTE	2015-16
			0201 - Tuttle Elementary School	Title I Part A		\$65,000.00
			<i>Notes: I-Ready training, curriculum training, team training.</i>			
<b>7</b>	<b>G2.B1.S1.A1</b>	<b>Identifying and utilizing progress monitoring and growth data from I-Ready</b>				<b>\$0.00</b>
<b>8</b>	<b>G2.B2.S1.A1</b>	<b>Professional Development courses in Mathematics</b>				<b>\$4,000.00</b>
	Function	Object	Budget Focus	Funding Source	FTE	2015-16
	3240	120-Classroom Teachers	0201 - Tuttle Elementary School	Title I Part A		\$4,000.00
<b>9</b>	<b>G3.B1.S1.A1</b>	<b>Science instruction for K-5 on grade level standards</b>				<b>\$4,000.00</b>
	Function	Object	Budget Focus	Funding Source	FTE	2015-16
			0201 - Tuttle Elementary School			\$4,000.00
			<i>Notes: WriteScore</i>			
<b>10</b>	<b>G4.B1.S1.A1</b>	<b>Reviewing student learning on grade level standards</b>				<b>\$46,500.00</b>
	Function	Object	Budget Focus	Funding Source	FTE	2015-16
			0201 - Tuttle Elementary School			\$46,500.00
			<i>Notes: I-Ready, Scholastic, FrontRow Math, Cambridge, and A-Z programs.</i>			
<b>11</b>	<b>G5.B1.S1.A1</b>	<b>Tier I, Tier II, Tier III Interventions with attendance</b>				<b>\$9,902.00</b>
	Function	Object	Budget Focus	Funding Source	FTE	2015-16
			0201 - Tuttle Elementary School			\$9,902.00
<b>12</b>	<b>G5.B2.S1.A1</b>	<b>Attendance Task Force</b>				<b>\$0.00</b>
					<b>Total:</b>	<b>\$847,984.00</b>