

Orange County Public Schools

# Hidden Oaks Elementary



2015-16 School Improvement Plan

## Hidden Oaks Elementary

9051 SUBURBAN DR, Orlando, FL 32829

[www.ocps.net/lc/southeast/ehd](http://www.ocps.net/lc/southeast/ehd)

### 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	No	69%

<b>Alternative/ESE Center</b>	<b>Charter School</b>	<b>2015-16 Minority Rate</b> (Reported as Non-white on Survey 2)
No	No	78%

### 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>	C*	C	B	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 is pending approval by the Orange County School Board.

### SIP Authority and Template

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

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	3	<a href="#">Ella Thompson</a>
Former F	Turnaround Status	
No		





## Part I: Current School Status

### Supportive Environment

#### School Mission and Vision

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

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

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

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

#### School Environment

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

Teachers begin the school year building and establishing relationships with students and building a sense of community within the classroom. The teacher engages students in activities that foster group cohesion and help students practice social and academic skills (for example, teaching students the OAKS Attitude, creating classroom rules, and playing games that reinforce social or academic skills). The school participates in activities that promote good citizenship and cultural events such as Hispanic History month and Black History month.

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

Hidden Oaks Elementary School is an open campus with secure fencing and gates. In order to create an environment where students feel safe and respected, before, during and after school, we have implemented many safety procedures. Students are provided morning and afternoon care through the YMCA Program. When students arrive on campus at 8:15 am, safety patrols are monitoring the hallways along with adult supervision. Safety patrols and adults also monitor the halls until 3:20 pm in the afternoon. All classroom doors are locked throughout the day, as well as all gates.

Arrival:

- Parents are requested to drop students off at the gates.
- Gates are locked at 9:00 am and remain locked until dismissal.
- All visitors/guests will use the main gate entrance during the school day.
- All visitors/guests are required to sign in and have a name badge.

Dismissal:

- Gates are unlocked at 2:50 pm.
- Parents are requested to wait at the gates for their child(ren).
- Parents are not allowed to go to the classrooms to pick up their child(ren).

All car riders are required to have a car rider tag in the front windshield of the car. For those cars that do not display a car tag in the window, teachers are not allowed to release the child(ren). The parent must park their car and go to the main office with identification.

Another safety measure is the visibility of administrative staff throughout the school day with particular emphasis at the beginning and end of the day. During arrival and dismissal, Ms. Holmes circulates throughout the campus. In addition, members of the leadership team, as well as other personnel, are assigned to monitor the hallways during these high traffic periods.



**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**

Hidden Oaks Elementary School has adopted the "OAKS Attitude" for the school-wide behavioral system.

O-On Task

A-Achieving Goals

K-Kind and Respectful

S-Safe Choices

Teachers review the OAKS Attitude with students at the beginning of the year and classrooms follow the OAKS Attitude to keep students engaged during instructional time. In addition, the OAKS Attitude has been clearly defined for behavior in the cafeteria and in the hallways. Videos have been recorded and shown to students to demonstrate examples and non-examples of the OAKS Attitude. Each month, an exemplary student from each classroom is chosen for the OAKS Award, and is presented the award by the principal and participates in a special activity for the month.

**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**

Hidden Oaks Elementary School ensures the social-emotional needs of all students are being met through monthly guidance lessons provided by our guidance counselor on topics including but not limited to bullying, internet safety, personal space and stranger danger. The guidance counselor also schedules group and individual counseling based on the needs of the students. She provides families with additional resources to outside agencies when necessary.

Hidden Oaks Elementary School has a partnership with Vista Church. This collaboration allows us to meet students' needs through the Kid's Hope Mentoring program and provides families with clothing and food on an on-going basis.

In addition, Hidden Oaks Elementary School has partnered with The Foundation to provide Read 2 Succeed Mentors to students who are struggling academically. Teachers have developed a process for identifying high risk students. Mentors meet with identified students weekly to read books and assist students with academic tasks.

### 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**

Hidden Oaks monitors and tracks students progress through several means:

- Student Progress Monitoring of academics through the MTSS process
- Attendance and Tardies: When 5 or more occur, a letter is sent home to the parents
- Two or more suspensions, whether in school or out of school
- Course failure in English Language Arts or Mathematics
- A Level 1 score on the statewide, standardized assessments in English Language Arts or Mathematics

**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	17	17	8	6	18	8	74
One or more suspensions	1	0	0	1	1	1	4
Course failure in ELA or Math	30	18	18	30	29	50	175
Level 1 on statewide assessment	0	0	0	0	0	0	

**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	13	5	3	3	8	9	41

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

Teachers and the leadership team meet weekly in a PLC setting to discuss academic data, intervention data and student progress. Parent-teacher conferences are held throughout the year and student progress is communicated with parents. Teachers provide strategies to parents for ways to assist students at home. When a student has been identified as needing intervention through the MTSS process, the MTSS Coach along with the teacher, guidance counselor, school psychologist, social worker and parent meet to discuss the specific early warning indicators that have been flagged for that student. The team works to create a plan through the MTSS process and/or child study team to address the concerns, steps to remedy the early warning indicators and timeline for monitoring. Support and interventions are based on student growth using the MTSS process to follow student progress through graphs and a data matrix.

**Family and Community Involvement**

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

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

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

**Will the school use its PIP to satisfy this question?**

No

**PIP Link**

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

**Description**

Hidden Oaks Elementary School works to build positive relationships with families. Beginning of the year activities such as Meet Your Teacher, Open House and special events such as Book Fair, Literacy Night, Chorus concerts and PTA events are scheduled in order to build relationships with families and to increase involvement. SAC and MPLC meetings are also held monthly to share critical school information with families.

Hidden Oaks provides several avenues to communicate to parents such as Connect Orange phone messages, Connect Orange e-mails, the Hidden Oaks website, weekly newsletter, Facebook page, as well as the school's marquee and flyers. Student academic progress is provided to parents on a

regular basis through progress reports, report cards, report card conferences and regular parent-teacher conferences. Parents can also use Progress-book on-line to access grades at anytime.

**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**

Hidden Oaks is working to revitalize the Partners in Education program, by acknowledging how local businesses collaborating with the school to share resources, both in people and materials, will foster growth in our students and better prepare them for the future. The school has been building relationships in the community with local businesses to expand opportunities for collaboration.

Hidden Oaks strives to prepare our students for college and career readiness. When businesses take part in the education of our students, they help strengthen the work force of the future. The Partners in Education program is vital in helping our community and school work to cultivate growth together.

**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
Holmes, Kenisha	Principal
Fulbright, Kathleen	Instructional Coach
Hamilton, Tameka	Instructional Coach
Oyler, Sally	Guidance Counselor
Peck, Shelby	Instructional Coach
Peedin, Tawny	Instructional Coach
Koziara, Barbara	Instructional Coach
Hurtado-Perez, Yolanda	Instructional Coach
Elfreth, Laura	Instructional Media
King, Reginald	

**Duties**

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

- Kenisha Holmes, Principal
- Kathleen Fulbright, Curriculum Resource Teacher /Data Coach
- Yolanda Hurtado-Perez, Staffing Specialist
- Shelby Peck, Compliance Teacher/MTSS Coach
- Reginald King, Behavior Specialist
- Sally Oyler, Guidance Counselor
- Tameka Hamilton, STEM Coach
- Barbara Koziara, Primary ELA Coach
- Tawny Peedin, Intermediate ELA COach
- Laura Elfreth, Media Specialist

Weekly leadership team meetings are scheduled to communicate successes and challenges throughout the school and to share in problem solving issues as they may arise. The principal

oversees the total school operation. The Principal, Curriculum Resource Teacher and Instructional Coaches conduct informal and formal observations and evaluations of instructional staff. The CRT serves as the testing coordinator for local and state assessments and serves as an data coach. The Behavior Specialist assists teachers who teach students with severe behavioral concerns and provides strategies. The Compliance Teacher maintains data on the LEP population as well as strategies for ensuring the academic success of these identified students. The Compliance Teacher also serves as the MTSS coach. The Staffing Specialist monitors errors and compliance with all ESE plans and testing. The Guidance Counselor serves as the homeless coordinator in addition to meeting with teachers and students to provide strategies for dealing with difficult situations. The Instructional Coaches provide assistance to teachers in the areas of Math, Science, and Writing through modeling lessons, co-planning lessons, and analyzing data to make instructional decisions. Each member of the Leadership Team serves as a resource for students and teachers. Each member serves on a grade level Professional Learning Community (PLC) to provide coaching and facilitation of lesson planning based on grade level data and individual student data and needs exhibited based on assessment data, such as, Formative and Summative assessments , MAP, FLKRS and IREADY data which describe the students gap or problem. Members of the Leadership Team provide weekly feedback to teachers in the areas of lesson plans, delivery of lessons, and provide coaching and best practice teaching strategies as needed.

MTSS members monitor the progress of staff development and student progress through weekly PLC meetings that are driven by student data. Ongoing development and expectations of the MTSS process are cultivated during the weekly meetings.

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

The Principal will meet with the School Advisory Council(SAC) to provide an overview of MTSS and the implementation plan for Hidden Oaks Elementary School in order to help develop the school improvement plan (SIP) for the next school year. The Principal will provide data on Tier 1, 2, and 3 targets, academic and social/emotional areas that need to be addressed; discuss expectations for instruction, including, Florida State Standards(FSS) and the use of Marzano elements/strategies to increase the effectiveness and rigor of instruction.

School-wide data room is used to track student progress throughout the school year and instructional coaches have created an instructional focus calendar (IFC) to drive the time frame for teaching required standards.

Florida's Continuous Improvement Model (FCIM) 8 step process will guide our decisions related to implementing interventions for students based on their needs. PLC meetings will be held 2 days a week to support the teachers' understanding and use of the FCIM process and intentional lesson planning with the guidance of the school principal, school psychologist and the leadership team. The Plan, Do, Check, Act (PDCA) cycle will be used to direct our plan of action.

Supplemental Academic Instruction (SAI) funds will be used to support our before and after school tutoring program. The program coordinator will perform the duties of hiring staff as tutors and identifying students using FSA, IREADY and CELLA data to target all subgroups. Funds will be used to pay for the tutors' service and consumable materials for student use.

Title X Homeless is coordinated by our school registrar and our school guidance counselor. Together, they identify and provide Hidden Oaks' homeless population with afforded rights. Upon registration, the families are identified by the school registrar and then referred to the guidance counselor for follow up with the needs of the family. The Registrar will inquire about the need for school supplies, etc. We often keep these students in mind for our small food pantry, etc. We provide clothing when appropriate, offer tutoring if they qualify. We keep a list to identify them for Thanksgiving and Christmas support. We request a variety of services from the homeless department, such as funds for

a field trip, a gas card for the parent to be able to attend a family night, bus passes when appropriate, and extra support for the students at school, when needed. Brochures are provided to the parents listing resources in the area.

### School Advisory Council (SAC)

#### Membership:

Name	Stakeholder Group
Kenisha Holmes	Principal
Yolanda Hurtado	Teacher
Maria Cruz	Education Support Employee
Christine Colon	Business/Community
Kate Fulbright	Teacher
Katherine Padilla	Parent
Mercy Quiles	Parent
Melissa Greenwood	Parent
Jessie Castano	Parent
Benjamin Iram	Parent
Jill Gavornik	Parent

#### 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*

Hidden Oaks Elementary school improvement plan focused on two goals, to improve reading and math achievement and to improve teachers understanding of the instructional framework. Preliminary FSA data indicated that 14% of our 3rd grade students scored in the lowest 25% in reading in comparison to all 3rd graders in the state of Florida. 3rd grade math scores indicate a MEAN T score of 48, which is two percentage points below the district average. 4th grade reading scores indicate a MEAN T score of 50, which is one percentage point below the district average of 49 and math scores indicate a MEAN T score of 46, which is four percentage points below the district average of 50. 5th grade reading and math scores indicate a MEAN T score of 51, which is one percentage point above the district average of 50. Based upon this data , the SAC committed discussed the continuation of the goals of improving reading and math scores on the 2015-2016 school improvement plan through increasing the intervention and enrichment block time from 30 to 45 minutes and providing on-going professional development for teachers on how to use data to drive instruction, as well as increasing their knowledge of the instructional framework to increase student achievement.

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

The plan was developed with input from all stakeholders. Information was derived from the ADVANCED parent survey. Grade level teachers also collaborated with their designated leadership support representative to review data and develop goals based on the data. The School Advisory Council meets monthly to review goals and progress toward goals. As data from assessments are generated and disaggregated, members of the SAC discuss ways to continue to make progress through the use of the staff and community members. SAC members involvement in the development of this plan will be to review the current and/or most recent assessment data from the Florida Standards Assessment and Common Assessment data. Generation of ideas for improvement in each

academic content area will be discussed. School Effectiveness survey will be generated by SAC annually to determine additional areas of improvement based on staff, student and parent input.

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

The principal convenes a budget committee comprised of instructional and classified staff as well as members from the SAC, PTA and MPLC committees. The initial meeting is to discuss the Hidden Oaks budget and provide an overview. Discussion ensues as to how any additional funds may be used (i.e. purchase of materials, technology, instructional coaches). A second meeting is convened to report on the finalized budget.

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

The school improvement funds were discussed and it was decided to use these funds towards the purchase of technology for teachers to use during instruction. Last year, Hidden Oaks Elementary School purchased SMART boards for all grade level classrooms.

***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
Holmes, Kenisha	Principal
Fulbright, Kathleen	Instructional Coach
Koziara, Barbara	Instructional Coach
Peedin, Tawny	Instructional Coach
Elfreth, Laura	Instructional Technology

**Duties**

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

Each member of the LLT attends professional development provided by the county and provides the information and input during ELA lesson planning on a weekly basis. The team encourages teachers to incorporate the use of instructional technology into literacy instruction. The Media Specialist will support classroom teachers and students through the use of the computer lab. This will result in an increase in student knowledge on technology use to support projects and incorporation of Florida English Language Arts Standards.

In addition to the focus on literacy instruction, the LLT will host a Literacy Night.

**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**

Teachers are provided on-going professional development in the areas of the new Florida Standards, Deconstructing Standards, Intentional Lesson Planning, Marzano's Art and Science of Teaching, Deliberate Practice and Data Analysis. In addition, grade level professional learning communities meet 2 days a week with a leadership team facilitator to develop rigorous lesson plans aligned with the Florida standards and incorporate Marzano strategies. District coaches provide support and on-going professional development in the areas of PLCs, Writing, ESE, the instructional framework and Math/ Science.

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

Hidden Oaks has developed a mentorship program to provide new teachers with an established teacher at the school to provide assistance and mentorship throughout the year. Mentors meet with mentees at least once a month or as often as needed. Specialized staff development for new and inexperienced teachers is provided on an ongoing basis. The school leadership team also maintains an effective network within the school system to recruit effective teachers.

In addition the school principal along with selected leadership team members attends yearly teacher recruiting events provided by the district.

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

The purpose of the mentoring program is to achieve growth in all academic areas while increasing teacher knowledge to promote student gains. The rationale for the pairings is to provide the new teacher with a teacher who has vast experience in teaching, who also stays current and is a learning leader. The new teacher will be strategically placed with an experienced teacher. They will meet bi-weekly with the mentee to discuss research based strategies, observe experienced teachers implementing strategies, creating and reviewing lesson plans, and assisting in determining professional development opportunities on best practices.

## 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***

Grade level Professional Learning Communities (PLCs) meet weekly to develop lesson plans. The PLCs have been provided with the resources to intentionally plan for instruction. Planning sessions are overseen by a member of the leadership team. Teachers utilize the district's scope and sequence along with the Florida standards to plan. The learning targets within the standards are identified and resources/materials are discussed. Teachers use state-approved and district adopted resource materials (Journey's Reading and Go Math). Based on review of the learning targets and curriculum, teachers determine if additional resources are needed to meet the standards.

#### 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***

Grade level Data PLCs occur on a weekly basis with the Principal to monitor grade level data, as well as to disaggregate and analyze the trends in data to inform instructional decisions. General academic

instruction and support is designed and differentiated for all students.

When individual students demonstrate on-going learning deficits, teachers meet with the MTSS team to get recommendations to provide a more focused, targeted instruction/intervention based on the student's individual deficits in addition to and aligned with the core curriculum and instruction. This level of support is intensified when data demonstrates that the student is continuing to struggle.

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

**Strategy:** Extended School Day

**Minutes added to school year:** 2,640

Reading and Math tutoring is available twice per week for 1.5 hrs. for students in grades 3-5 . These students are selected based upon data from multiple sources. This program will run from September 22nd - March 17th.

**Strategy Rationale**

To provide students with additional, small group standards based instruction in the area (s) where deficiencies have been identified.

**Strategy Purpose(s)**

- Core Academic Instruction

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

Holmes, Kenisha, kenisha.holmes@ocps.net

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

Assessments from Motivational Reading and Math will be used to track effectiveness of the tutoring program. If students are not making incremental gains, additional strategies, resources will be discussed and implemented through the MTSS process.

**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**

In May/June we will provide an orientation/meeting for parents with children that may enter Orange County Public Schools Pre-K or Kindergarten programs. Neighboring child care programs and pre-school programs will be targeted to promote the event through the use of invitations/flyers. In addition, we have a partnership with Liberty Middle School where we host collaborative information sessions for parents to help with student transition to middle school.

Summer introductions in late July will be scheduled for the students and families to meet the administrative and Kindergarten staff. Kindergarten staff will also administer assessments to determine readiness skills of the upcoming Kindergarten students at this time.

Campus tours can be scheduled during the months of June, July and August with the parents and students upon completion of the registration process.



Promotion of the Kindergarten Round Up will be implemented as prescribed by Orange County Public Schools in April.

### 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***

Hidden Oaks Elementary School has established relationships with local businesses in the community. Representatives from these businesses are asked to volunteer their time to come to the school and discuss their careers in a Teach-In type setting. This year, the school will continue to focus on bringing in representatives from STEM careers to talk to students about job opportunities within the STEM fields.

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

n/a

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

Hidden Oaks has endeavored to make many real-world connections for students during daily instruction. Teachers provide students opportunities to engage in Model Eliciting Activities (MEAs) during math and science instruction where students are provided a real-life problem scenario and must devise a solution and plan for implementation. A STEM Science Fair will be held in the Spring, designed to help students make connections between what they have learned in the classroom and the real world. In addition, the school has a STEM lab where they will create a STEM project each 9 weeks.

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

n/a

## 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:

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#### 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.** To ensure students are prepared for college and career readiness, we will increase the percentage of students who are reading at or above grade level and who make learning gains as measured by performance on the 2015-2016 Florida Standards Assessment.
- G2.** To accelerate student performance, teachers will increase their knowledge of the instructional framework through collaboration and intentional planning of elements as measured by IOBSERVATION 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.** To ensure students are prepared for college and career readiness, we will increase the percentage of students who are reading at or above grade level and who make learning gains as measured by performance on the 2015-2016 Florida Standards Assessment. 1a

G073124

**Targets Supported** 1b

Indicator	Annual Target
AMO Reading - All Students	76.0
FSA English Language Arts - Achievement	70.0
ELA/Reading Gains	75.0
ELA/Reading Lowest 25% Gains	75.0
FAA Reading Proficiency	55.0

**Resources Available to Support the Goal** 2

- Increase intervention and enrichment block from 30 to 45 minutes and implement with fidelity to ensure time is utilized effectively.
- Team planning to include accommodations for special needs , 504 and second language learners.
- Use of Bilingual paraprofessional to support Non-English speaking students with language acquisition.
- Collaborate with Exceptional Education teacher to ensure testing accommodations for ESE students , as indicated on IEP , and to ensure a quality testing environment.
- Designated primary and intermediate reading coach to support teachers with resources and professional development opportunities.
- Exceptional Education teacher push-in during reading small group instruction.

**Targeted Barriers to Achieving the Goal** 3

- The structure of the intervention and enrichment block.

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

Formative and Summative assessments and IREADY data.

**Person Responsible**

Kenisha Holmes

**Schedule**

Weekly, from 9/15/2015 to 5/31/2016

**Evidence of Completion**

School-wide data collection tool

**G2.** To accelerate student performance, teachers will increase their knowledge of the instructional framework through collaboration and intentional planning of elements as measured by IOBSERVATION data. **1a**

G073125

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

Indicator	Annual Target
ELA/Reading Gains	70.0
ELA/Reading Lowest 25% Gains	70.0
Math Lowest 25% Gains	75.0
AMO Math - All Students	
AMO Reading - All Students	
Math Gains	60.0

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

- Common planning time
- Lesson plan facilitation two times a week
- Bi-weekly professional development
- Weekly data PLC meetings
- Lesson plan template
- Becoming a Reflective Teacher
- IOBSERVATION
- PDS on-line
- IMS curriculum resources
- CPALMS
- Houghton Mifflin/Harcourt curriculum for Reading and Math
- Marzano's Art and Science of Teaching
- District Coaches
- LSI

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

- Teachers intentional planning with the instructional framework .

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

Formative and Summative Assessments, MAP

**Person Responsible**

Kenisha Holmes

**Schedule**

Daily, from 8/24/2015 to 6/1/2016

**Evidence of Completion**

IOBSERAVTION reports, lesson plans and PLC observation

## 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.** To ensure students are prepared for college and career readiness, we will increase the percentage of students who are reading at or above grade level and who make learning gains as measured by performance on the 2015-2016 Florida Standards Assessment. **1**

 G073124

**G1.B1** The structure of the intervention and enrichment block. **2**

 B191025

**G1.B1.S1** Grouping students during the intervention and enrichment block. **4**

 S202470

### Strategy Rationale

To make the most effective use of the intervention and enrichment block, student groups need to be fluid and data driven.

### Action Step 1 **5**

Students will be grouped based upon IREADY, FORMATIVE and SUMMATIVE assessment data.

#### Person Responsible

Kenisha Holmes

#### Schedule

Weekly, from 9/8/2015 to 5/30/2016

#### Evidence of Completion

IREADY reports, Grade level data tracking sheet which includes formative , summative , and response to intervention data.

**Action Step 2** 5

Teachers will be provided professional development on student accountable talk during intervention and small group instruction.

**Person Responsible**

Kenisha Holmes

**Schedule**

Monthly, from 10/7/2015 to 6/1/2016

***Evidence of Completion***

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

Weekly data meetings

**Person Responsible**

Kenisha Holmes

**Schedule**

Weekly, from 9/8/2015 to 5/30/2016

***Evidence of Completion***

IREADY reports, formative assessment data, intervention data, summative data

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

Summative Assessment data

**Person Responsible**

Kenisha Holmes

**Schedule**

Biweekly, from 9/8/2015 to 5/31/2016


***Evidence of Completion***

School-wide data collection tool

**G2.** To accelerate student performance, teachers will increase their knowledge of the instructional framework through collaboration and intentional planning of elements as measured by OBSERVATION data. 1

 G073125

**G2.B1** Teachers intentional planning with the instructional framework . 2

 B191028

**G2.B1.S1** All classrooms will provide standards based instruction. 4

 S202472

### Strategy Rationale

To help teachers align the instructional framework and standards.

### Action Step 1 5

Professional Development

#### Person Responsible

Kenisha Holmes

#### Schedule

Biweekly, from 8/25/2015 to 6/1/2016

#### Evidence of Completion

Sign in sheets, lesson plans

### Action Step 2 5

Coaching in the moment

#### Person Responsible

Kenisha Holmes

#### Schedule

Daily, from 11/2/2015 to 6/1/2016

#### Evidence of Completion

OBSERVATION comments will reflect when coaching in the moment took place



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

Weekly PLC meetings

**Person Responsible**

Kenisha Holmes

**Schedule**

Weekly, from 9/8/2015 to 6/1/2016

**Evidence of Completion**

Lesson plans , IOBSERVATION data

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

Lesson Plans

**Person Responsible**

Kenisha Holmes

**Schedule**

Daily, from 8/17/2015 to 6/1/2016

**Evidence of Completion**

Review daily lesson sequence within lesson plans for rigorous instruction based on standard and identified DOK within standard.

**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	Students will be grouped based upon IREADY, FORMATIVE and SUMMATIVE assessment data.	Holmes, Kenisha	9/8/2015	IREADY reports, Grade level data tracking sheet which includes formative , summative , and response to intervention data.	5/30/2016 weekly
G2.B1.S1.A1	Professional Development	Holmes, Kenisha	8/25/2015	Sign in sheets, lesson plans	6/1/2016 biweekly
G1.B1.S1.A2	Teachers will be provided professional development on student accountable talk during intervention and small group instruction.	Holmes, Kenisha	10/7/2015		6/1/2016 monthly
G2.B1.S1.A2	Coaching in the moment	Holmes, Kenisha	11/2/2015	IOBSERVATION comments will reflect when coaching in the moment took place	6/1/2016 daily
G1.MA1	Formative and Summative assessments and IREADY data.	Holmes, Kenisha	9/15/2015	School-wide data collection tool	5/31/2016 weekly

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
G1.B1.S1.MA1	Summative Assessment data	Holmes, Kenisha	9/8/2015	School-wide data collection tool	5/31/2016 biweekly
G1.B1.S1.MA1	Weekly data meetings	Holmes, Kenisha	9/8/2015	IREADY reports, formative assessment data, intervention data, summative data	5/30/2016 weekly
G2.MA1	Formative and Summative Assessments, MAP	Holmes, Kenisha	8/24/2015	IOBSERAVTION reports, lesson plans and PLC observation	6/1/2016 daily
G2.B1.S1.MA1	Lesson Plans	Holmes, Kenisha	8/17/2015	Review daily lesson sequence within lesson plans for rigorous instruction based on standard and identified DOK within standard.	6/1/2016 daily
G2.B1.S1.MA1	Weekly PLC meetings	Holmes, Kenisha	9/8/2015	Lesson plans , IOBSERVATION data	6/1/2016 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.** To ensure students are prepared for college and career readiness, we will increase the percentage of students who are reading at or above grade level and who make learning gains as measured by performance on the 2015-2016 Florida Standards Assessment.

**G1.B1** The structure of the intervention and enrichment block.

**G1.B1.S1** Grouping students during the intervention and enrichment block.

### PD Opportunity 1

Teachers will be provided professional development on student accountable talk during intervention and small group instruction.

#### Facilitator

Kenisha Holmes

#### Participants

All K-5 teachers

#### Schedule

Monthly, from 10/7/2015 to 6/1/2016

**G2.** To accelerate student performance, teachers will increase their knowledge of the instructional framework through collaboration and intentional planning of elements as measured by IOBSERVATION data.

**G2.B1** Teachers intentional planning with the instructional framework .

**G2.B1.S1** All classrooms will provide standards based instruction.

### PD Opportunity 1

Professional Development

#### Facilitator

Kathleen Fulbright, CRT

#### Participants

K-5 Teachers

#### Schedule

Biweekly, from 8/25/2015 to 6/1/2016

## 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>Students will be grouped based upon IREADY, FORMATIVE and SUMMATIVE assessment data.</b>				<b>\$25,322.13</b>
	Function	Object	Budget Focus	Funding Source	FTE	2015-16
			1461 - Hidden Oaks Elementary			\$284.91
<i>Notes: Learning A-Z will be used in grades K-2 to drive small group instruction with the use of informational text.</i>						
			1461 - Hidden Oaks Elementary	General Fund		\$16,165.00
<i>Notes: IREADY Computer based program will be used in grades K-5 to monitor student individual progress on the Florida State Standards.</i>						
			1461 - Hidden Oaks Elementary	General Fund		\$2,170.74
<i>Notes: Motivational Math and reading will be used in our before and after school tutoring to support students who are demonstrating deficits with specific standards.</i>						
			1461 - Hidden Oaks Elementary	General Fund		\$5,421.90
<i>Notes: Acaletics Math will be used in grades 4 and 5 during bellwork to expose students to various mathematical concepts which will be assessed on the Florida Standards Assessment.</i>						
			1461 - Hidden Oaks Elementary	General Fund		\$1,279.58
<i>Notes: Scholastic News will be used in grades 3-5 to support teachers with exposing students to grade level informational text.</i>						
<b>2</b>	<b>G1.B1.S1.A2</b>	<b>Teachers will be provided professional development on student accountable talk during intervention and small group instruction.</b>				<b>\$0.00</b>
<b>3</b>	<b>G2.B1.S1.A1</b>	<b>Professional Development</b>				<b>\$17,000.00</b>
	Function	Object	Budget Focus	Funding Source	FTE	2015-16
			1461 - Hidden Oaks Elementary	General Fund		\$17,000.00
<i>Notes: Learning Sciences International (LSI) and the leadership team will develop an action plan which will focus on standards based instruction, student evidence to match the level of rigor of the standard coaching in the moment and the use of the LSI tracker to make immediate instructional decisions.</i>						
<b>4</b>	<b>G2.B1.S1.A2</b>	<b>Coaching in the moment</b>				<b>\$0.00</b>
<b>Total:</b>						<b>\$42,322.13</b>