

Polk County Public Schools

Combee Academy Of Design And Engineering



2016-17 Schoolwide Improvement Plan

Combee Academy Of Design And Engineering

2805 MORGAN COMBEE RD, Lakeland, FL 33801

<http://schools.polk-fl.net/combeeel>

School Demographics

School Type and Grades Served (per MSID File)	2015-16 Title I School	2015-16 Economically Disadvantaged (FRL) Rate (as reported on Survey 3)
Elementary School PK-5	Yes	100%
Primary Service Type (per MSID File)	Charter School	2018-19 Minority Rate (Reported as Non-white on Survey 2)
K-12 General Education	No	57%

School Grades History

Year	2017-18	2014-15	2013-14	2012-13
Grade	C	F*	F	D

**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 Polk 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 a monitoring status of "Former F" (see page 4). 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 barriers that could hinder achieving those goals and resources that could be used to eliminate or reduce barriers (Step 2)
- Select high-priority barriers they want to address initially (Step 3)
- Design implementation and monitoring plans for strategies to resolve selected barriers (Steps 4-7)
- Determine how they will monitor progress toward each goal (Step 8)

Appendices

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

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

Differentiated Accountability

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

DA Regions

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

DA Categories

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

- Not in DA – currently A, B, or C and not Monitoring Only; charter schools; ungraded schools
- Monitoring Only – currently A, B, or C that improved from a previous grade of F
- Focus – currently D
- Priority – currently F

DA Turnaround and Monitoring Statuses

Additionally, schools in DA may be subject to a turnaround status of "Planning" or "Implementing" or a monitoring status of "Former F." These statuses are based on a school's grades history, including the current school grade:

- Former F - A school with a status of "Former F" requires the department to monitor the implementation of strategies and progress toward the goals outlined in the school improvement plan for three years following the school's improvement from a grade of F to a C or higher.
- Planning - A school with a status of "Planning" requires the district to engage stakeholders in the development of a turnaround option plan to be implemented in the following year should the school grade not improve to a C or higher.
- Implementing - A school with a status of "Implementing" requires the district to submit a turnaround plan to the State Board of Education for approval and implementation. A school remains in "Implementing" status until its school grade improves to a C or higher.

2016-17 DA Category and Statuses for Combee Academy Of Design And Engineering

DA Region and RED	DA Category and Turnaround Status
Southwest -	Not In DA - N/A

I. Part I: Current School Status

A. Supportive Environment

1. School Mission and Vision

a. Provide the school's mission statement.

The staff at Combee Elementary will facilitate opportunities for students to access curriculum through the use of varied instructional strategies, learning modalities, technology and the arts to increase student achievement.

b. Provide the school's vision statement.

The vision of Combee Elementary is to create a learning environment where all children are encouraged to become lifelong learners as they strive to reach their maximum potential in order to become productive members of society.

2. School Environment

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

Throughout the year the following will take place in order to build stronger relationships:

- Mentoring program (check-in, check out system)
- Parent nights (events to encourage literacy and relationships among the school and families)
- Conferences (teacher/parent, teacher/student)
- CHAMPS
- Positive Action (Social Skills lessons taught daily)

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

- Staff is on campus greeting students as they enter and leave each day, to encourage a family-type atmosphere where our students come first.
- A bullying program is taught and is consistently enforced throughout the year. Students are aware and encouraged to take appropriate steps when they feel unsafe.
- Social skills are taught and modeled throughout the school year.
- Guidance Classes (Students receive guidance classes every two weeks)

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

Combee Elementary is a Positive Behavior Support school. Clear, school-wide and classroom expectations and rules are given to the staff and taught to the students.

Teachers are to use a Teacher or Office managed incident flow chart to follow the steps of progressive discipline. This is used to minimize the amount of time a students spends out of the classroom for behavioral incidents. In-school suspension is utilized.

Students are rewarded various incentives as they achieve levels for good behavior.

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

A mentoring program has been established for our students with greatest need by assisting them in receiving support and guidance from a mentor and to improve the academic achievement of those children. Teachers meet with these students on a regular basis to build relationships and encourage academic and behavioral success.

If a staff member observes behaviors that need more intensive support, guidance referrals are sent to the counselor to intervene and help determine interventions and supports for the student.

Social skills are taught and modeled each day of the school year using Positive Action curriculum and revisited in guidance classes to support their social and emotional needs throughout the year.

3. Early Warning Systems

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

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

Polk County Schools sends an Early Warning system report on a routine basis for the 2016-17 school year. The report is used to track students with attendance, alert over-age students and identify suspensions. In addition, a failing report for grades is pulled every interim and quarter period. From the information provided by Early Warning Reports and Pinnacle, our school uses this information to provide support and implement an action plan for either the subgroup, target group, or individual student.

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

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

Indicator	Grade Level													Total
	K	1	2	3	4	5	6	7	8	9	10	11	12	
Attendance below 90 percent	20	27	17	21	63	21	0	0	0	0	0	0	0	169
One or more suspensions	29	47	28	88	63	119	0	0	0	0	0	0	0	374
Course failure in ELA or Math	0	0	0	0	0	0	0	0	0	0	0	0	0	
Level 1 on statewide assessment	0	0	0	57	35	48	0	0	0	0	0	0	0	140

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

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

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

Attendance meetings (school social worker, attendance manager, parents)
Home visits made by school social worker
Phone calls to parents
Referral to PST team as needed
Parent conferences

B. Family and Community Engagement

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

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

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

a. Will the school use its PIP to satisfy this question?

Yes

1. PIP Link

The school completes a Parental Involvement Plan (PFEP), which is accessible through the Continuous Improvement Management System (CIMS) at <https://www.floridacims.org/documents/315928>.

2. Description

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

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

Combee Elementary holds an annual community/business partner and volunteer meeting to discuss the needs of the school and our students. Invitations are sent to surrounding businesses and approved volunteers to encourage the community to collaborate with us to ensure success.

C. Effective Leadership

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

1. School Leadership Team

a. Membership

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

Name	Title
Farrens, Tammy	Principal
Cox, Kristi	Administrative Support
Bargeron, Lori	Other
Kirby, Veronica	School Counselor
Wright, Michael	Assistant Principal
Baker, Mary Ann	Instructional Coach

b. Duties

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

Provides a common vision for school wide literacy, mathematics, and science instruction, ensures that the school-based team is implementing literacy, mathematics, and science in a research based standard-driven, effective manner, oversees assessment of skills, ensures implementation of data based literacy, mathematics, and science instruction and documentation, ensures adequate professional development to support instruction, assessment and evaluation, and communicates with parents regarding school-based literacy, mathematics, and science activities.

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

Provides information about core literacy, mathematics, and science instruction, participates in student data collection, delivers Tier 1 instruction/intervention, collaborates with other staff to implement Tier 2/3 interventions and integrates Tier 1 materials/instruction with Tier2/3 activities, provides monthly professional development in the area of literacy, mathematics, and science, organizes learning opportunities for families, communicates information regarding assessments for individual grade levels.

2. School Advisory Council (SAC)

a. Membership

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

Name	Stakeholder Group
Tammy Farrens	Principal
Keith Rowland	Business/Community
Kristi Cox	Teacher
Lori Bargerion	Teacher
Magda DeVictoria	Teacher
Luz Maria Gurrola	Parent
Doris Parker	Parent
Joe Fisher	Business/Community
Ray Middel	Business/Community
Christian Davis	Parent
Jessica Marroquin	Parent
Dexter Lee	Parent
Ruby Head	Parent
Marisol Rivera	Parent
Silvette Reyes	Parent
Karla Vega	Education Support Employee
Michael Wright	Education Support Employee

b. Duties

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

a. Evaluation of last year's school improvement plan

The School Advisory Council has reviewed the school's data and current grade. With that information goals were written to address the school's weaknesses. SAC members are aware of the barriers the school is faced with and the strategies being implemented to overcome some of the barriers.

b. Development of this school improvement plan

The School Advisory Council will assist in the preparation, implementation, and evaluation of the School Improvement Plan. The Council makes recommendations and assists the school administration in all areas of school improvement. These functions are performed through participatory decision-making by parents, educators, school staff, business people, and other community members who are stakeholders in the school.

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

The School Advisory Council was given the opportunity to review the school's budget and provide suggestions and feedback as to the proposed use of funds.

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

The school did not receive any school improvement funds. If the school receives an allocation, the School Advisory Council funds will be used to purchase nonadopted materials, classroom supplies that will enhance Reading, Math, Writing and Science and pay for subs for professional development.

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

Yes

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

3. Literacy Leadership Team (LLT)

a. Membership

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

Name	Title
Farrens, Tammy	Principal
	Other
Cox, Kristi	Other
Bargerion, Lori	Other
Frederick, Alethia	Instructional Coach
Wright, Michael	Assistant Principal
Baker, Mary Ann	Instructional Coach

b. Duties

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

Provides a common vision for school wide literacy instruction, ensures that the school-based team is implementing literacy in a research based, effective manner, oversees assessment of literacy skills, ensures implementation of data based literacy instruction and documentation, ensures adequate professional development to support literacy instruction, assessment and evaluation, and communicates with parents regarding school-based literacy activities.

D. Public and Collaborative Teaching

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

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

Teachers are provided with common planning time on a daily basis. During this time, they may also engage in Professional Learning Communities and Professional Development. Teachers meet to prepare and discuss individual and group standards based lesson plans to ensure effectiveness and accountability of both plans and potential instruction.

Teachers meet every Monday and Friday for collaborative planning during their scheduled planning time. Every Tuesday and Thursday, teachers meet with the school-based coaches for collaborative planning during their scheduled planning time.

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

-Recruiting & retaining high quality, highly qualified teachers: applicants are screened to ensure that they meet the HQ CQ criteria and placed on a list of approved candidates for hire.

-Implementation of Induction Program for beginning teachers including regular meetings of new teachers with mentor, grade level chair and administration.

-Soliciting referrals from current employees and selection of staff: the principal selects candidates to be interviewed; creates appropriate questions; and facilitates the interview & selection process.

-Provide regular opportunities for Professional development.

-Coaching Support: individual teacher mentoring from experienced, successful teachers; need based classroom modeling and team teaching provided; continuous instructional feedback provided; assistance by experienced teachers in lesson planning & maintaining a positive classroom learning environment; assistance in locating teaching resources, communicating with parents, establishing an organizational system for teacher paperwork, etc.

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

Bi-monthly support meetings in a professional learning community to discuss evidence-based strategies. The mentor will observe mentee using effective strategies and provide feedback, coaching and planning.

E. Ambitious Instruction and Learning

1. Instructional Programs and Strategies

a. Instructional Programs

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

At Combee Elementary School we will be implementing a Standards Based Instructional Program. All teachers will review the unpacking the standards and implement higher order thinking activities within the core instructional program. In addition, our teachers will incorporate foundational reading skills into all lessons, making literacy connections across the curriculum in all subject areas.

Teachers will follow the Learning Schedules and the use of CPALMS, as put in place by the district, to ensure grade level standards are being taught efficiently and effectively.

b. Instructional Strategies

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

Students who are promoted with remediation in grades K- 5 are placed in Tier 2 and given daily small group instruction based on the identified needs. The process includes school based leadership team meetings to review school-wide data such as FAIR-FS to identify grade level and/or subject trends. Student progress is monitored by post tests for each module in math, each unit in reading and science. Teachers meet with the school based leadership team monthly to review the progress of students. They collaborate as a grade level to modify/plan for appropriate interventions.

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

Strategy: Extended School Day

Minutes added to school year: 10,800

Power Hour, an extra hour of intensive literacy instruction, focused on teaching students at their instructional level will take place during the extended school day to include the five areas of reading instruction: phonemic awareness, phonics, vocabulary, comprehension, and fluency. Differentiated, small group instruction, literacy stations including a researched-based technology component, as well as independent reading time will take place.

Strategy Rationale

63% of Combee's third, fourth, and fifth graders are not proficient in reading.

Strategy Purpose(s)

- Core Academic Instruction

Person(s) responsible for monitoring implementation of the strategy

Farrens, Tammy, tammy.farrens@polk-fl.net

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

Reading inventories, fluency probes (every two weeks), comprehension checks (weekly), FAIR data (three times a year), and progress monitoring data (RW unit assessments) used to adjust instructional levels and identify reading skill deficiencies to drive instructional decisions for small group instruction and monitor student progress.

2. Student Transition and Readiness

a. PreK-12 Transition

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

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

The Kindergarten Round-up is held each Spring. Parents receive booklets about the Kindergarten program and registration materials are provided. There are two Pre-Kindergarten (VPK and ESE-PK) programs on campus that work with Combee Elementary teachers to introduce their students to Kindergarten readiness. The Exceptional Student Education Pre-Kindergarten works with the children with special needs; some of these students will move on to a regular kindergarten and others to a primary exceptional student education classroom setting. Pre-K teachers meet with Kindergarten teachers throughout the school year to gain an understanding of Kindergarten benchmarks and how those benchmarks are correlated with the current Pre-K program. An End of the year Pre-K meeting

is held during which and expectations of Kindergarten and how to assist at home are shared. Every effort is made to communicate with preschools and day care facilities in the immediate area. Staff members provide parents with kindergarten readiness information and area preschool establishment contact numbers upon request. District age requirements determine the time of transition to Kindergarten. Students in the ESE Pre-K program are evaluated using various assessments to determine their program needs.

Beginning in third grade, students are departmentalized to allow for easier transition into the middle school environments. Students are encouraged to be more responsible for their materials and work as they transition from one class to another. Middle school representatives meet with incoming sixth graders, giving them an overview of the academies and course work available.

b. College and Career Readiness

- 1. Describe the strategies the school uses to advance college and career awareness, which may include establishing partnerships with business, industry or community organizations.**
- 2. Identify the career and technical education programs available to students and industry certifications that may be earned through those respective programs.**
- 3. Describe efforts the school has taken to integrate career and technical education with academic courses (e.g., industrial biotechnology) to support student achievement.**
- 4. Describe strategies for improving student readiness for the public postsecondary level based on annual analysis of the [High School Feedback Report](#), as required by section 1008.37(4), Florida Statutes.**

II. Needs Assessment

The school's completion of this section may satisfy the requirements of 20 U.S.C. Â§ 6314(b)(1)(A).

A. Problem Identification

1. Data to Support Problem Identification

b. Data Uploads

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

The following documents were submitted as evidence for this section:

No files were uploaded

2. Problem Identification Summary

This section is not required by the Florida Department of Education but is provided as an opportunity for the school to summarize the points of strength and areas of need that have been identified in the data.

B. Problem Analysis Summary

This section is not required by the Florida Department of Education but is provided as an opportunity for the school to summarize the underlying "why" or root causes for the areas of need identified in the data, as determined by situational awareness of, and research conducted by, the stakeholders involved in the needs assessment.

C. Strategic Goals

School Improvement Goals

The following key is intended to help readers understand how the sections of this document correspond to the steps of the 8-step planning and problem-solving framework used in the School Improvement Plan. The Quick Key numbers can help registered users go directly to the point of entry for any given goal, barrier and strategy within the online survey.

Problem Solving Key

G = Goal

B =
Barrier

S = Strategy

 = Problem Solving Step  S123456 = Quick Key

Strategic Goals Summary

- G1.** Combee Elementary will create a learning environment that supports the belief that all children can learn regardless of exterior factors (cultural or socioeconomic).
- G2.** Combee Elementary will implement standards based instruction across all content areas on a daily basis to meet the needs of all learners.

Strategic Goals Detail

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

G1. Combee Elementary will create a learning environment that supports the belief that all children can learn regardless of exterior factors (cultural or socioeconomic). 1a

G085003

Targets Supported 1b

Indicator	Annual Target
Effective Teachers (Performance Rating)	50.0

Targeted Barriers to Achieving the Goal 3

- Understanding external factors and effective instructional strategies that impact educational outcomes for low socio-economic students.
- Low parental support
- Lack of system to support behavioral expectations
- The effectiveness of the MTSS process due to teachers not using appropriate interventions and monitoring outcomes.

Resources Available to Help Reduce or Eliminate the Barriers 2

- Instructional Coaches
- Professional Learning Communities
- Leadership Team
- Guidance Counselor
- Guidance Counselor
- Interventionist/Title One facilitator
- Interventionist/Title One facilitator
- Behavior Interventionist
- Behavior Interventionist

Plan to Monitor Progress Toward G1. 8

Teachers will be trained in CHAMPS, A Proactive and Positive Approach to Classroom Management, using the Safe and Civil Schools curriculum.

Person Responsible

Tammy Farrens

Schedule

Quarterly, from 8/8/2016 to 6/2/2017

Evidence of Completion

sign-in sheets and group discussion, walkthroughs

G2. Combee Elementary will implement standards based instruction across all content areas on a daily basis to meet the needs of all learners. 1a

 G085004

Targets Supported 1b

Indicator	Annual Target
ELA/Reading Gains	55.0

Targeted Barriers to Achieving the Goal 3

- not seeing effective implementation of standard based lessons
- Low expectations of students
- Students with deficiencies in Reading, Writing, Mathematics, and/or Science

Resources Available to Help Reduce or Eliminate the Barriers 2

- Instructional Coaches
- Interventionists
- District Coaches
- Principal
- Extra hour of reading taught at instructional level
- Ongoing assessments
- Common planning
- Professional Development Plan

Plan to Monitor Progress Toward G2. 8

Journey evaluations, FAIR, ongoing assessments, state testing, observations

Person Responsible

Tammy Farrens

Schedule

Monthly, from 8/29/2016 to 6/2/2017

Evidence of Completion

Data

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. Combee Elementary will create a learning environment that supports the belief that all children can learn regardless of exterior factors (cultural or socioeconomic). **1**

 **G085003**

G1.B1 Understanding external factors and effective instructional strategies that impact educational outcomes for low socio-economic students. **2**

 **B226065**

G1.B1.S1 Teachers will be trained in CHAMPS, a Proactive and Positive Approach to Classroom Management, using the Safe and Civil Schools curriculum. **4**

 **S238484**

Strategy Rationale

Teachers need to understand that students of poverty need to be provided with a structured environment where expectations are clearly defined.

Action Step 1 **5**

CHAMPS

Person Responsible

Tammy Farrens

Schedule

Every 2 Months, from 8/8/2016 to 6/2/2017

Evidence of Completion

Sign-in sheets and group discussion response logs

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

CHAMPS

Person Responsible

Tammy Farrens

Schedule

Every 2 Months, from 8/8/2016 to 6/2/2017

Evidence of Completion

Sign-in sheets and group discussions

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

CHAMPS visuals posted and used consistently

Person Responsible

Tammy Farrens

Schedule

Monthly, from 10/5/2015 to 6/10/2016

Evidence of Completion

Classroom observations and walk-throughs; Journeys evaluation documentation

G1.B2 Low parental support 2

 B226066

G1.B2.S1 Provide multiple family involvement events throughout the year to build a non-threatening home/school connection. 4

 S238485

Strategy Rationale

Building relationships with families and increasing their knowledge of academic expectations should create a supportive home environment.

Action Step 1 5

Family Involvement/Academic Nights

Person Responsible

Kristi Cox

Schedule

Monthly, from 9/27/2016 to 1/31/2017

Evidence of Completion

Parent sign-in attendance sheets

Plan to Monitor Fidelity of Implementation of G1.B2.S1 6

Family Involvement/Academic Nights

Person Responsible

Kristi Cox

Schedule

Monthly, from 9/27/2016 to 1/31/2017

Evidence of Completion

Parent sign-in attendance sheets, flyers

Plan to Monitor Effectiveness of Implementation of G1.B2.S1 7

Family Involvement/Academic Nights

Person Responsible

Kristi Cox

Schedule

Monthly, from 9/27/2016 to 1/31/2017

Evidence of Completion

Evaluation of events by parents

G1.B3 Lack of system to support behavioral expectations **2**

 B226067

G1.B3.S1 Continue to evaluate, monitor, and make adjustments to improve the systems in place that define and support expectations and consequences for behavior. **4**

 S238486

Strategy Rationale

High number of discipline referrals

Action Step 1 **5**

Implement PBS schoolwide

Person Responsible

Tammy Farrens

Schedule

Daily, from 8/8/2016 to 6/2/2017

Evidence of Completion

Early Warning System data, school-wide expectations, Leadership team meeting agenda/minutes

Action Step 2 **5**

Implement school-wide progressive discipline plan to include class expectations and consequences with support for behavior modification. Implement Positive Action lessons for social skills reinforcement daily.

Person Responsible

Tammy Farrens

Schedule

Daily, from 8/15/2016 to 6/2/2017

Evidence of Completion

class observations through chart hanging in classroom, parent communication, teacher logs, Early Warning System for decrease in office visits

Action Step 3 5

Targeted groups and social skills classes to support positive behavior choices and social skills training

Person Responsible

Veronica Kirby

Schedule

Monthly, from 8/15/2016 to 6/2/2017

Evidence of Completion

Lesson Plans, Early Warning System documentation, classroom walkthroughs

Plan to Monitor Fidelity of Implementation of G1.B3.S1 6

Implementation of school-wide behavior expectations (rewards and consequences)

Person Responsible

Tammy Farrens

Schedule

Daily, from 8/15/2016 to 6/2/2017

Evidence of Completion

Early Warning System Data, schoolwide expectations, committee agenda and minutes

Plan to Monitor Effectiveness of Implementation of G1.B3.S1 7

Implementation of school wide expectations

Person Responsible

Tammy Farrens

Schedule

Daily, from 8/15/2016 to 6/2/2017

Evidence of Completion

Early Warning System Data, discipline data, committee agenda and minutes

G1.B4 The effectiveness of the MTSS process due to teachers not using appropriate interventions and monitoring outcomes. **2**

 B226068

G1.B4.S1 Teachers will be trained in the MTSS process and given a systematic, user-friendly way to monitoring student progress. **4**

 S238487

Strategy Rationale

Teachers need support in providing appropriate, targeted interventions and a collection tool to monitor the progress of students.

Action Step 1 **5**

Teachers will be trained in the MTSS process, given a user-friendly data collection tool, and will meet monthly to have data chats on students' progress.

Person Responsible

Veronica Kirby

Schedule

Monthly, from 9/1/2016 to 5/31/2017

Evidence of Completion

Training sign-in sheets, MTSS notebooks, One Drive documentation

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

Monthly data chats meetings will be held with teachers to monitor student progress

Person Responsible

Tammy Farrens

Schedule

Monthly, from 9/1/2016 to 5/31/2017

Evidence of Completion

Sign-In sheets, One Drive documentation (data collection)

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

Monthly data chats meetings will be held with teachers to monitor student progress

Person Responsible

Tammy Farrens

Schedule

Monthly, from 9/1/2016 to 5/31/2017

Evidence of Completion

One Drive documentation (data collection)

G2. Combee Elementary will implement standards based instruction across all content areas on a daily basis to meet the needs of all learners. **1**

 G085004

G2.B1 not seeing effective implementation of standard based lessons **2**

 B226069

G2.B1.S1 Create and implement a structure to support effective standards based planning and instruction. **4**

 S238488

Strategy Rationale

In order for our teachers to effectively implement standards based lesson, professional development is needed with follow-up and feedback.

Action Step 1 **5**

Develop clear expectations to schedule for common planning

Person Responsible

Tammy Farrens

Schedule

Biweekly, from 8/15/2016 to 6/2/2017

Evidence of Completion

PLC schedule, PLC agenda, lesson plan template

Action Step 2 **5**

Provide support and tools for weekly planning of standards based instruction

Person Responsible

Tammy Farrens

Schedule

Biweekly, from 8/15/2016 to 6/2/2017

Evidence of Completion

Planning tool for deconstructing the standards, lesson plan template, PLC agenda, coaching calendar

Action Step 3 5

Provide opportunities for collaborative conversations and coaching support

Person Responsible

Tammy Farrens

Schedule

Monthly, from 9/5/2016 to 6/2/2017

Evidence of Completion

coaching calendar, anecdotal records

Action Step 4 5

Implementation of a monitoring schedule focused on standards based instruction

Person Responsible

Tammy Farrens

Schedule

On 6/2/2017

Evidence of Completion

classroom walk through data, journeys, notes

Action Step 5 5

Create PD calendar to meet the needs shown by monitoring data

Person Responsible

Tammy Farrens

Schedule

On 6/2/2017

Evidence of Completion

PD calendar, sign in sheets, agenda, Journeys

Action Step 6 5

Revise and implement the writing instructional framework to support standards based writing instruction K-5.

Person Responsible

Tammy Farrens

Schedule

Weekly, from 9/5/2016 to 6/2/2017

Evidence of Completion

lesson planning tool for writing, classroom walkthroughs

Action Step 7 5

Provide feedback to teachers after walk-throughs

Person Responsible

Tammy Farrens

Schedule

Biweekly, from 9/5/2016 to 6/2/2017

Evidence of Completion

Grows/Glows feedback forms used by coaches and administration

Action Step 8 5

Provide teachers with HOT question stems and accountable talk posters for reference

Person Responsible

Tammy Farrens

Schedule

On 10/3/2016

Evidence of Completion

Teachers and students will use posters as a reference and will be noted in classroom walk-through

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

Leadership team meetings to plan professional development needs

Person Responsible

Tammy Farrens

Schedule

Weekly, from 8/22/2016 to 6/2/2017

Evidence of Completion

PLC sign-in sheets and agendas

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

Leadership team meetings to discuss walk-through data

Person Responsible

Tammy Farrens

Schedule

Weekly, from 9/5/2016 to 6/2/2017

Evidence of Completion

Leadership team minutes; Grows/Glows feedback forms

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

Lesson plan reviews, classroom walk-throughs, data chats, and scheduled observations and feedback discussions

Person Responsible

Tammy Farrens

Schedule

Weekly, from 8/29/2016 to 6/2/2017

Evidence of Completion

Journey documentation, calendar of walk-throughs/observations, lesson plan checks

G2.B2 Low expectations of students 2

 B226070

G2.B2.S1 Use of instructional coaches to model effective lessons with high expectations for student learning outcomes. 4

 S238489

Strategy Rationale

Teacher low expectations of students

Action Step 1 5

Instructional coaches will model effective lesson with high expectations

Person Responsible

Mary Ann Baker

Schedule

Weekly, from 9/5/2016 to 6/2/2017

Evidence of Completion

Coaching logs

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

Instructional coaches will model effective lessons with high expectations and coach teachers to do the same

Person Responsible

Tammy Farrens

Schedule

Weekly, from 9/5/2016 to 6/2/2017

Evidence of Completion

Coaching logs, classroom walk-throughs, Journey documentation

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

Effective lessons with high expectations will be taught by the teachers after completing a coaching cycle

Person Responsible

Tammy Farrens

Schedule

Weekly, from 9/5/2016 to 6/2/2017

Evidence of Completion

Classroom walk-throughs, Journey documentation

G2.B11 Students with deficiencies in Reading, Writing, Mathematics, and/or Science 2

 B226079

G2.B11.S1 Use of varied instructional strategies, small group settings, teaching on students' instructional level, and providing extended learning time (ie: Extended Learning opportunities after school, Power Hour, Achieve 3000, Leveled Readers, Comprehension Instructional Sequence Lessons, 5E Science lesson plan, use of manipulatives, extended Math block) 4

 S238492

Strategy Rationale

To provide appropriate intervention and instruction

Action Step 1 5

Extra support will be provided to students with deficiencies in academic areas.

Person Responsible

Tammy Farrens

Schedule

Daily, from 8/29/2016 to 6/2/2017

Evidence of Completion

Interventionist lesson plans and schedule, classroom walk-throughs, extended learning attendance sheets

Plan to Monitor Fidelity of Implementation of G2.B11.S1 6

Implementation of interventions

Person Responsible

Tammy Farrens

Schedule

Daily, from 8/29/2016 to 6/2/2017

Evidence of Completion

Classroom walk-throughs, lesson plans and schedule of interventionist

Plan to Monitor Effectiveness of Implementation of G2.B11.S1 7

Classroom walk-throughs, teacher/student feedback, observation

Person Responsible

Tammy Farrens

Schedule

Quarterly, from 8/29/2016 to 6/2/2017















Evidence of Completion

Progress monitoring data, standardized test data

IV. Implementation Timeline

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/End Date
2017					
G1.B1.S1.MA1 M315406	CHAMPS visuals posted and used consistently	Farrens, Tammy	10/5/2015	Classroom observations and walk-throughs; Journeys evaluation documentation	6/10/2016 monthly
G2.B1.S1.A8 A308793	Provide teachers with HOT question stems and accountable talk posters for reference	Farrens, Tammy	10/3/2016	Teachers and students will use posters as a reference and will be noted in classroom walk-through	10/3/2016 one-time
G1.B2.S1.MA1 M315408	Family Involvement/Academic Nights	Cox, Kristi	9/27/2016	Evaluation of events by parents	1/31/2017 monthly
G1.B2.S1.MA1 M315409	Family Involvement/Academic Nights	Cox, Kristi	9/27/2016	Parent sign-in attendance sheets, flyers	1/31/2017 monthly
G1.B2.S1.A1 A308781	Family Involvement/Academic Nights	Cox, Kristi	9/27/2016	Parent sign-in attendance sheets	1/31/2017 monthly
G1.B4.S1.MA1 M315412	Monthly data chats meetings will be held with teachers to monitor student progress	Farrens, Tammy	9/1/2016	One Drive documentation (data collection)	5/31/2017 monthly
G1.B4.S1.MA1 M315413	Monthly data chats meetings will be held with teachers to monitor student progress	Farrens, Tammy	9/1/2016	Sign-In sheets, One Drive documentation (data collection)	5/31/2017 monthly
G1.B4.S1.A1 A308785	Teachers will be trained in the MTSS process, given a user-friendly data collection tool, and will...	Kirby, Veronica	9/1/2016	Training sign-in sheets, MTSS notebooks, One Drive documentation	5/31/2017 monthly
G1.MA1 M315414	Teachers will be trained in CHAMPS, A Proactive and Positive Approach to Classroom Management,...	Farrens, Tammy	8/8/2016	sign-in sheets and group discussion, walkthroughs	6/2/2017 quarterly
G2.MA1 M315422	Journey evaluations, FAIR, ongoing assessments, state testing, observations	Farrens, Tammy	8/29/2016	Data	6/2/2017 monthly
G1.B1.S1.MA1 M315407	CHAMPS	Farrens, Tammy	8/8/2016	Sign-in sheets and group discussions	6/2/2017 every-2-months
G1.B1.S1.A1 A308780	CHAMPS	Farrens, Tammy	8/8/2016	Sign-in sheets and group discussion response logs	6/2/2017 every-2-months
G1.B3.S1.MA1 M315410	Implemenation of school wide expectations	Farrens, Tammy	8/15/2016	Early Warning System Data, discipline data, comittee agenda and minutes	6/2/2017 daily
G1.B3.S1.MA1 M315411	Implementation of school-wide behavior expectations (rewards and consequences)	Farrens, Tammy	8/15/2016	Early Warning System Data, schoolwide expectations, comittee agenda and minutes	6/2/2017 daily
G1.B3.S1.A1 A308782	Implement PBS schoolwide	Farrens, Tammy	8/8/2016	Early Warning System data, school-wide expectations, Leadership team meeting agenda/minutes	6/2/2017 daily
G1.B3.S1.A2 A308783	Implement school-wide progressive discipline plan to include class expectations and consequences...	Farrens, Tammy	8/15/2016	class observations through chart hanging in classroom, parent communication, teacher logs, Early Warning System for decrease in office visits	6/2/2017 daily
G1.B3.S1.A3 A308784	Targeted groups and social skills classes to support positive behavior choices and social skills...	Kirby, Veronica	8/15/2016	Lesson Plans, Early Warning System documentation, classroom walkthroughs	6/2/2017 monthly
G2.B1.S1.MA1 M315415	Lesson plan reviews, classroom walk-throughs, data chats, and scheduled observations and feedback...	Farrens, Tammy	8/29/2016	Journey documentation, calendar of walk-throughs/observations, lesson plan checks	6/2/2017 weekly
G2.B1.S1.MA1 M315416	Leadership team meetings to plan professional development needs	Farrens, Tammy	8/22/2016	PLC sign-in sheets and agendas	6/2/2017 weekly

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Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/End Date
G2.B1.S1.MA3  M315417	Leadership team meetings to discuss walk-through data	Farrens, Tammy	9/5/2016	Leadership team minutes; Grows/ Glows feedback forms	6/2/2017 weekly
G2.B1.S1.A1  A308786	Develop clear expectations to schedule for common planning	Farrens, Tammy	8/15/2016	PLC schedule, PLC agenda, lesson plan template	6/2/2017 biweekly
G2.B1.S1.A2  A308787	Provide support and tools for weekly planning of standards based instruction	Farrens, Tammy	8/15/2016	Planning tool for deconstructing the standards, lesson plan template, PLC agenda, coaching calendar	6/2/2017 biweekly
G2.B1.S1.A3  A308788	Provide opportunities for collaborative conversations and coaching support	Farrens, Tammy	9/5/2016	coaching calendar, anecdotal records	6/2/2017 monthly
G2.B1.S1.A4  A308789	Implementation of a monitoring schedule focused on standards based instruction	Farrens, Tammy	9/5/2016	classroom walk through data, journeys, notes	6/2/2017 one-time
G2.B1.S1.A5  A308790	Create PD calendar to meet the needs shown by monitoring data	Farrens, Tammy	8/22/2016	PD calendar, sign in sheets, agenda, Journeys	6/2/2017 one-time
G2.B1.S1.A6  A308791	Revise and implement the writing instructional framework to support standards based writing...	Farrens, Tammy	9/5/2016	lesson planning tool for writing, classroom walkthroughs	6/2/2017 weekly
G2.B1.S1.A7  A308792	Provide feedback to teachers after walk-throughs	Farrens, Tammy	9/5/2016	Grows/Glows feedback forms used by coaches and administration	6/2/2017 biweekly
G2.B2.S1.MA1  M315418	Effective lessons with high expectations will be taught by the teachers after completing a coaching...	Farrens, Tammy	9/5/2016	Classroom walk-throughs, Journey documentation	6/2/2017 weekly
G2.B2.S1.MA1  M315419	Instructional coaches will model effective lessons with high expectations and coach teachers to do...	Farrens, Tammy	9/5/2016	Coaching logs, classroom walk-throughs, Journey documentation	6/2/2017 weekly
G2.B2.S1.A1  A308794	Instructional coaches will model effective lesson with high expectations	Baker, Mary Ann	9/5/2016	Coaching logs	6/2/2017 weekly
G2.B11.S1.MA1  M315420	Classroom walk-throughs, teacher/ student feedback, observation	Farrens, Tammy	8/29/2016	Progress monitoring data, standardized test data	6/2/2017 quarterly
G2.B11.S1.MA1  M315421	Implementation of interventions	Farrens, Tammy	8/29/2016	Classroom walk-throughs, lesson plans and schedule of interventionist	6/2/2017 daily
G2.B11.S1.A1  A308795	Extra support will be provided to students with deficiencies in academic areas.	Farrens, Tammy	8/29/2016	Interventionist lesson plans and schedule, classroom walk-throughs, extended learning attendance sheets	6/2/2017 daily

V. Professional Development Opportunities

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

G1. Combee Elementary will create a learning environment that supports the belief that all children can learn regardless of exterior factors (cultural or socioeconomic).

G1.B1 Understanding external factors and effective instructional strategies that impact educational outcomes for low socio-economic students.

G1.B1.S1 Teachers will be trained in CHAMPS, a Proactive and Positive Approach to Classroom Management, using the Safe and Civil Schools curriculum.

PD Opportunity 1

CHAMPS

Facilitator

Tammy Farrens, Principal

Participants

All Staff

Schedule

Every 2 Months, from 8/8/2016 to 6/2/2017

G1.B3 Lack of system to support behavioral expectations

G1.B3.S1 Continue to evaluate, monitor, and make adjustments to improve the systems in place that define and support expectations and consequences for behavior.

PD Opportunity 1

Implement school-wide progressive discipline plan to include class expectations and consequences with support for behavior modification. Implement Positive Action lessons for social skills reinforcement daily.

Facilitator

Veronica Kirby, Kristi Cox

Participants

All staff

Schedule

Daily, from 8/15/2016 to 6/2/2017

G1.B4 The effectiveness of the MTSS process due to teachers not using appropriate interventions and monitoring outcomes.

G1.B4.S1 Teachers will be trained in the MTSS process and given a systematic, user-friendly way to monitoring student progress.

PD Opportunity 1

Teachers will be trained in the MTSS process, given a user-friendly data collection tool, and will meet monthly to have data chats on students' progress.

Facilitator

Veronica Kirby

Participants

All Teachers

Schedule

Monthly, from 9/1/2016 to 5/31/2017

G2. Combee Elementary will implement standards based instruction across all content areas on a daily basis to meet the needs of all learners.

G2.B1 not seeing effective implementation of standard based lessons

G2.B1.S1 Create and implement a structure to support effective standards based planning and instruction.

PD Opportunity 1

Develop clear expectations to schedule for common planning

Facilitator

Tammy Farrens

Participants

Teachers and support staff

Schedule

Biweekly, from 8/15/2016 to 6/2/2017

PD Opportunity 2

Provide support and tools for weekly planning of standards based instruction

Facilitator

Mary Ann Baker

Participants

teachers, support staff

Schedule

Biweekly, from 8/15/2016 to 6/2/2017

PD Opportunity 3

Revise and implement the writing instructional framework to support standards based writing instruction K-5.

Facilitator

Tammy Farrens, Kristi Cox

Participants

K-5 writing teachers

Schedule

Weekly, from 9/5/2016 to 6/2/2017

G2.B2 Low expectations of students

G2.B2.S1 Use of instructional coaches to model effective lessons with high expectations for student learning outcomes.

PD Opportunity 1

Instructional coaches will model effective lesson with high expectations

Facilitator

Reading Coach

Participants

K-5 teachers

Schedule

Weekly, from 9/5/2016 to 6/2/2017

VI. Technical Assistance Items

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

G1. Combee Elementary will create a learning environment that supports the belief that all children can learn regardless of exterior factors (cultural or socioeconomic).

G1.B3 Lack of system to support behavioral expectations

G1.B3.S1 Continue to evaluate, monitor, and make adjustments to improve the systems in place that define and support expectations and consequences for behavior.

TA Opportunity 1

Implement PBS schoolwide

Facilitator

Veronica Kirby, Kristi Cox

Participants

All Teachers

Schedule

Daily, from 8/8/2016 to 6/2/2017

VII. Budget

1	G1.B1.S1.A1	CHAMPS	\$0.00
2	G1.B2.S1.A1	Family Involvement/Academic Nights	\$0.00
3	G1.B3.S1.A1	Implement PBS schoolwide	\$0.00
4	G1.B3.S1.A2	Implement school-wide progressive discipline plan to include class expectations and consequences with support for behavior modification. Implement Positive Action lessons for social skills reinforcement daily.	\$0.00
5	G1.B3.S1.A3	Targeted groups and social skills classes to support positive behavior choices and social skills training	\$0.00
6	G1.B4.S1.A1	Teachers will be trained in the MTSS process, given a user-friendly data collection tool, and will meet monthly to have data chats on students' progress.	\$0.00
7	G2.B1.S1.A1	Develop clear expectations to schedule for common planning	\$0.00
8	G2.B1.S1.A2	Provide support and tools for weekly planning of standards based instruction	\$0.00
9	G2.B1.S1.A3	Provide opportunities for collaborative conversations and coaching support	\$0.00
10	G2.B1.S1.A4	Implementation of a monitoring schedule focused on standards based instruction	\$0.00
11	G2.B1.S1.A5	Create PD calendar to meet the needs shown by monitoring data	\$0.00

12	G2.B1.S1.A6	Revise and implement the writing instructional framework to support standards based writing instruction K-5.	\$0.00
13	G2.B1.S1.A7	Provide feedback to teachers after walk-throughs	\$0.00
14	G2.B1.S1.A8	Provide teachers with HOT question stems and accountable talk posters for reference	\$0.00
15	G2.B11.S1.A1	Extra support will be provided to students with deficiencies in academic areas.	\$0.00
16	G2.B2.S1.A1	Instructional coaches will model effective lesson with high expectations	\$0.00
Total:			\$0.00