

# Howard W. Bishop Middle School



# 2016-17 Schoolwide Improvement Plan

## Howard W. Bishop Middle School

1262 NW 31ST DRIVE, Gainesville, FL 32605

<https://www.sbac.edu/bishop>

### 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)
Middle School 6-8	No	78%
Primary Service Type (per MSID File)	Charter School	2018-19 Minority Rate (Reported as Non-white on Survey 2)
K-12 General Education	No	70%

### School Grades History

Year	2015-16	2014-15	2013-14	2012-13
Grade	B	B*	C	

*\*Informational Baseline School Grade*

**Note:** The school grades calculation was revised substantially for the 2014-15 school year to implement statutory changes made by the 2014 Legislature and incorporate the new Florida Standards Assessments. The 2014-15 school grades serve as informational baseline data that schools can use to improve in future years.

### School Board Approval

This plan was approved by the Alachua County School Board on 10/18/2016.

### 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 Howard W. Bishop Middle School

DA Region and RED	DA Category and Turnaround Status
Northeast - <a href="#">Cassandra Brusca</a>	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 mission of Howard Bishop Middle School is to educate all students to achieve their highest level of academic and technical performance, while fostering positive growth in social/emotional behaviors.

We commit to a collaborative and comprehensive system of support (teaming, student services, parents, community service. Use SCOPE magazines and CodeX in LA, current events in Social Studies, journals and articles in Science, Analyze charts, graphs, and data in Mathes, etc.) utilizing all available resources to assure these student outcomes.

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

In order to support our District's mission statement that "We are committed to the success of every student" we accept that it is our job to overcome obstacles and do all we can to ensure our students are prepared to move to the next level. We are creating a caring school that is committed to the success of ALL of our students.

#### 2. School Environment

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

Mr. Gamble strives to be involved in the community. He attends community sponsored events in the school's service area. Events such as night out in apartment complexes, community forums (Black on Black Crime Task Force, African-American Accountability Alliance), National Night Out @ Village Green, Stop the Violence/Back to School Rally and other activities that take place that will give him and other administrators an opportunity to connect with students and parents. Administrators have also met with community stakeholders to discuss ways to support one another and thus improve awareness of students and communities needs.

We also learn about our students and build relationships through our recognition of a Student of the Week from each team. Teachers nominate a student who has been exemplary in their citizenship to the school community.

We also host Open House, Sixth Grade Orientation and Meet the Teacher, which allows us to meet our parents and spend time outside of the school day with our students.

Relationships are also built between teachers and students through our Positive Behavior Interventions and Support system. Teachers build relationships through positive praise/reward of desired/appropriate behaviors.

Community School serves as a liaison for many programs that foster and help build relationships as a community as a whole unit.

Mix It Up at Lunch Day has been implemented this year to encourage our student body to step outside of their circle and make new connections for one lunch period. We strive to build new relationships that will reduce stereotypes and increase tolerance and awareness of one another.

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

Before and after school we provide and require that students are in designated areas where adult supervision takes place. A duty schedule was developed that assigns teams to cover duty posts on assigned days. Members of the Student Support Services Team (SSST) also monitor the designated areas and most have been trained on recognizing triggers of disruptions, bullying, etc. The school is also staffed with a full-time school resource officer who is present in high traffic areas to aid in supervision as well.

During the school day teachers are encouraged to be in the hallways between classes engaging with students. Students are encouraged to seek help when needed. Both administrators and deans are assigned a lunch shift which provides an opportunity for them to engage with and provide support to students.

Guidance also visit the cafeteria during the three grade level lunches to connect with the student's.

Howard Bishop uses the MTSS problem solving model. Our data review team, comprised of guidance, administration, school psychologists and other student services support team members, meet to look at the overall 'Big Picture' issues affecting the learning growth of our students. We work to develop strategies that focus on improving academic and behavior success of the bottom quartile.

**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.**

School wide participation in PBIS. Reinforce/Rewards for positive behaviors. Clear behavioral expectations are set at the beginning of the year when all students attend grade-level assemblies where expectations are explained and discussed. These expectations are reinforced daily and subsequent assemblies are held at the beginning of the second semester as a refresher/reminder of the expectations. There are also protocols for having students serve short time-outs for classroom managed behaviors. Deans attend quickly to referrals submitted by teachers to the office. Deans also attend team and faculty meetings to provide support for staff and share behavior management tips/ suggestions and feedback.

This year, the short form was implemented as part of our discipline plan. This allows for the opportunity to apply interventions within the classroom, as well as connect with the family to solicit additional support from home. These short forms are connected to spreadsheets that is designed for team's to reference for progress monitoring. This data drives the conversation of what student's are in the greatest need of support at the time.

Our OSS target is 89 for the 2016-17 school year.

**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.**

The Howard Bishop Middle School Guidance Program ensures the social and emotional needs of all students are being met through a systematic delivery system. This includes a classroom guidance program using the Second Step curriculum addressing communication skills, interpersonal skills, health, wellness and safety. Students are also supported through individual response services addressing more immediate needs. The guidance program includes numerous supports including but not limited to small group counseling, referral to outside agencies, the Motiv8 mentoring program, peer mediation, high school and academic planning, consultation and collaboration services. We also



partner with CDS Family and Behavioral Services who provide a full time counselor and program titled "Project Success", which provides mentoring, counseling, and small group pull-outs for students. Take Stock in Children provides mentors to work with student's weekly.

As a Community School, we now have a fulltime licensed mental health counselor on campus that has been provided to us by the Children's Home Society. They have a clothing closet partnership with the thrift shop that is operated by Catholic Charities. This partnership also makes it possible to offer the Backpack program to student's on Friday's where they pickup a backpack with food for the weekend and return it empty on Monday.

As an initiative for Back to School, the Community School and several volunteers worked diligently to fill over 300 backpacks to provide to our current and incoming student's. Plans are in place for our student's to get assistance with glasses, medical needs, extended learning opportunities and extra curricular activities.

### 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.

All early warning indicators data can be assessed through the district data site Infinite Campus. Teacher teams meet once a week to discuss student progress. Students of concern are often identified in these meetings. The student's name along with concerns are forwarded by team leaders to the SSST. Student data is discussed monthly by the SSST. The SSST then makes recommendations or initiates interventions for students of concern. The SSST also recommends students to the Educational Planning Team (EPT) to request meetings and further implementation of interventions.

Through EPT meetings interventions are discussed and implemented. Student progress towards improvement is monitored by teachers and the EPT.

#### 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	0	0	0	0	0	0	18	25	37	0	0	0	0	80	
One or more suspensions	0	0	0	0	0	0	48	54	56	0	0	0	0	158	
Course failure in ELA or Math	0	0	0	0	0	0	29	54	68	0	0	0	0	151	
Level 1 on statewide assessment	0	0	0	0	0	0	85	98	110	0	0	0	0	293	

##### 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	60	72	97	0	0	0	0	229	

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



Students exhibiting two or more early warning indicators will be scheduled for Educational Planning Team meetings to discuss progress and interventions appropriate to address areas of concern.

**Attendance:**

Student attendance is monitored daily by homeroom teachers. Homeroom teachers are expected to make parent contact if the students attendance becomes a concern. They are also asked to forward attendance concerns to the attendance clerk. Attendance reports are review monthly to identify students who may be truant. EPT meetings are scheduled for students with 5 or more unexcused absences. As part of the EPT meeting an Attendance Plan is developed and agreed upon by the participants. These students are also reported the districts truancy officer for further intervention.

**Suspensions:**

Students with a history of discipline are identified at the beginning of the school term. These students are monitored by a member of the SSST who offers support and encouragement. Students with a history of behavior are often times monitored through the use of a daily behavior/point sheet. Students who need further Tier 2 and/or Tier 3 interventions are recommended for participation in Project Success. Students who do not seem to respond to school level intervention, may be referred for additional support from resources and programs offered via the Community School.

**Course Failures:**

School counselors identify students who have failed courses (failed to receive credit) and provide them with options and opportunities to make up the course. Student may participate in the after school CROP program, Alachua eSchool, or Florida virtual school in lieu of participating in their elective classes. Proactively counselors and school staff communicate credit and grade expectations with parents during 6th grade orientation, meet the teacher, and by providing credit/course expectations on our school website.

**Statewide Assessment Level 1:**

Lowest performing students are identified and information is provided to teachers.  
Reading students are scheduled into READ 180.

uPar is being implemented to assist students that are reading two or more levels below grade levels. It will help IEP students with reading and writing goals. It is also designed for students that failed the statewide assessment or whose data shows a gap.

## **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?**

No

#### **1. PIP Link**

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

#### **2. Description**

The Howard Bishop school website is up to date with current and pertinent information for families. Frequent phone homes are sent out to parents informing them of special events, activities, and opportunities. The principal also works closely with the PTSA and SAC committees to keep parents

informed and collaborate on the school's efforts, mission, vision, and initiatives.

Teachers are encouraged to use the district gradebook in IC and parent portal to keep parents informed of student progress. Many of the teachers have also created classroom webpages to further engage and communicate with parents.

The Remind app is used by some teachers. Remind provides current and real time updates from teachers to students and parents.

With the effort from Community School staff, there is a significant increase in outreach to recruit more parent and community volunteers.

Howard Bishop faculty and staff are collaborating with the community by conducting Data Chats with the parents of our lowest quartile to discuss where the student currently stands academically, what their goals are, what the school has in place to help them reach their goals and providing suggestions and recommendations on how parents can help from home. This is intended to be a quarterly event held at Faith Mission in conjunction with their community initiatives in place for our students.

## **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.**

We work with neighborhood resources such as the Library Partnership and faith-based organizations such as Upper Room Ministries to support off-campus and after-hours assistance for our students. We are fortunate to have representatives from these organizations serve on our SAC both to let us know what services they can provide to students and how we can support them.

Howard Bishop is fortunate to partner with Satchel's restaurant and be the recipient of a generous grant that is used for the student Positive Behavior Intervention and Support System.

The Community School is a new vehicle that is developing to build and sustain partnerships in our community. We currently have a clothing closet that is operated by Catholic Charities. We have added a full time mental health counselor on our campus that is available to student's, families, staff and surrounding community. They are funding an extended day program that will meet both academic and extracurricular needs.

## **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
Gamble, Mike	Principal
Stokes, Anyana	Assistant Principal
Beachy, Elisa	Teacher, K-12
Milinkovic, Michele	Teacher, K-12
Cornelison, Teresa	
Ogle, Shravana	Teacher, K-12
McCabe, Ashley	Teacher, ESE
Bethel, Karen	Assistant Principal
Yancey, Patricia	Teacher, K-12
Monaghan, Meaghan	Teacher, K-12
Winant, Chloe	Teacher, K-12
Magruder, Karen	Teacher, K-12
Padgett, Patricia	Teacher, K-12
Dickens, Joseph	Teacher, K-12
Hussey, Alan	Teacher, K-12
Mosely, LaTorria	Teacher, K-12
Beres, Amy	Teacher, K-12

#### b. Duties

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

The school's leadership team meets weekly on Mondays after school. The school's leadership team is comprised of the Principal, assistant principal, six team leaders (2 from each grade level), department chairs, and teacher leaders. Leadership team members share progress data with their teams and departments.

The leadership team is chaired by the Principal who is responsible for implementing, supporting and evaluating the data and ensuring the process is working in conjunction with the goals of the school improvement plan. Information is shared with the leadership team, who are then responsible for sharing the information with all members of their team. All teachers are assigned to a team. Often times team leaders are asked to discuss school wide initiatives, concerns and bring feedback from their teams to the leadership meeting. Thus all members of the school community have an opportunity to participate in the process.

##### **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.**

The school Leadership Team, Student Services Team, and/or Individual Grade Level Teams identify students who are not making adequate progress. Key players directly involved with the students of concern, define the problem, develop an intervention plan, implement the plan, chart progress and use data to evaluate the plan. The Principal and Assistant Principal provide curricular and behavioral

support. Both administrators assist in training teachers. Both help to develop either behavior or academic interventions based on the student's needs and supported by the data.

School counselors provide training and support in the RTI process, work with teachers through the problem solving cycle; and facilitate the communication with the team leaders and /or parent(s). Team leaders, counselors, and deans assist in training, assessment support, reviewing students rate of progress, data collection, and student records.

Although 100% of Howard Bishop's students receive free breakfast and lunch through federal funding, we are not a Title 1 school. State & local funds are provided to our School Advisory Council to spend. This year we have earmarked a percentage of those funds to be spent on teacher classroom initiatives. These funds are also used to provide for substitute teachers so that teachers may participate in professional development opportunities. Local CREATE funds are also available to the school for professional development.

Our guidance department teams with the Community School staff to provide the "Backpacks for Needy Families" program operated by Catholic Charities. Catholic Charities provide the backpacks that are filled with non-perishable food items. Needy families are identified at the school level and the food-filled backpacks are sent home with students on Friday afternoons to ensure the students will have something to eat over the weekend as well as school holidays.

## 2. School Advisory Council (SAC)

### a. Membership

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

Name	Stakeholder Group
Karl Anderson	Business/Community
Alicia Laboy	Education Support Employee
Michael Gamble	Principal
Elisa Beachy	Teacher
April Tisher	Parent
Corey Collins	Business/Community
Karen Bethel	Principal
Anyana Stokes	Principal
Teresa Cornelison	Teacher
Elizabeth Kowalski	Parent

### 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

Last year's plan/goals are reviewed by the council. The council discusses implementation and effectiveness of strategies and action plan. Based on evaluation of outcomes recommendations are made for the next year's plan and goals.

#### b. Development of this school improvement plan

Desired outcomes and goals will be reviewed and discussed. All stakeholders are given the opportunity to provide input related to instruction strategies, implementation, and monitoring of the plan. SAC members will discuss the plan before submission.

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

After receiving input from all stakeholders, school administration prepares the school plan for approval of the council.

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

SAC funds were used to support the school's learning goals and initiatives. Funds are used for staff development, teacher project requests, climate surveys, parent involvement incentives, Positive Behavior support rewards, and student recognition.

Staff Development 30%, Teacher Projects 50%, Other 20%

**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
Gamble, Mike	Principal
Stokes, Anyana	Assistant Principal
Cornelison, Teresa	Teacher, K-12
Dickens, Joseph	Teacher, K-12
Ogle, Shravana	Teacher, K-12
McCabe, Ashley	Teacher, ESE
Mosely, LaTorria	Teacher, K-12
Beres, Amy	Teacher, K-12
Bethel, Karen	Assistant Principal
Monaghan, Meaghan	Instructional Media

**b. Duties**

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

The literacy team meets weekly. Literacy strategies will be shared at monthly faculty meetings. Members of the literacy team are also responsible for sharing additional strategies and promoting their use within their teams and/or departments.

Florida Standards training will be provided across all content areas through monthly meetings with departments. District personnel will be asked for assistance in understanding and aligning item

specifications and standards with instruction delivered.

The faculty will have a yearlong focus on formative assessments. Departments developed content specific strategies to implement throughout the school year.

Administrators as members of the literacy team will conduct walkthroughs to monitor integration of literacy strategies. Administrators will also assure that staff are afforded opportunities to participate in professional development as well as designate time for collaboration with colleagues. These activities will further support the the use of research based instructional strategies.

The Media Center commits to the following strategies/activities:

1. Reading Promotion Programs

Goal: By working collaboratively with the faculty to create engaging and sustainable reading promotion events and programs like Sunshine State Young Readers, Quarterly Read-Ins, and Check Out Friday, the Media will increase student reading for pleasure in order to foster and support literacy. This will reflect as a 15% increase in Checkout of books by students during the 2016-17 school year.

Strategies/Activities:

Collaborative Reading Appreciation Units

Sunshine State Young Readers Program

Quarterly Read In Promotion

Literacy Night - Spring Parent Event

Checkout Fridays

2. Research Collaboration and Support

Goal: By working closely with teachers, the Media Center will teach, support, and reinforce the research process through lessons, resources, and teacher support. This will reflect in the FSA LAFS.RI.3.7 strand measurement where we hope to see a 10% increase in student success.

Additional LAFS standards with

Strategies/Activities:

Collaboratively Planned Lessons

Up to date and Relevant Resources

Targeted Curriculum Support

3. Technology Integration Support

Goal: Through teacher and student training, collaborative lesson planning, and teacher support, the Media Center will support the school community with technology integration and best practices in order to ensure success of the whole school community. This support will increase teacher lesson quality, confidence, and technology use. Additionally, it will translate to student computer literacy, and comprehension of complex task that will be integral to student achievement and success.

Strategies/Activities:

Teacher Technology Training

Student Technology Training

Collaboratively Planned Lessons

Classroom Technology Support

District Technology Resource Advocacy

## 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.



To encourage positive working relationships between teachers we have developed a duty and meeting calendar that provides teachers with the time needed to collaborate planning and instruction. The meeting calendar designates a time for team meetings each week, department meetings once each month, and faculty meetings twice each month. These times are guarded and protected meeting times. Teams participate twice monthly in discussions centered around school culture, teacher behaviors, and student achievement.

This year, Peer Observation has been implemented. This is an excellent opportunity for teacher's to observe and exchange best practices in the classroom. This could include everything from effective differentiated instruction delivery methods to classroom management techniques.

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

Mr. Gamble works collaboratively with the district to attract and retain teachers. Bishop teachers frequently coach intern students from the University of Florida and St. Leo University. Interns see the best we have to offer and benefit from their experience here in the hopes that they would apply when positions become available. New teachers are provided a district mentor.

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

We have established a professional learning community with our first year teachers and teachers that are new to Howard Bishop. The group meets once a month with the assistant principal to cover procedures, county forms, behavior management, assessing student performance, managing parent conferences and to encourage collaboration and provide professional development. Each new teacher is also a part of a grade level team in which the team leader serves as a mentor.

# **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.**

Howard Bishop uses state adopted textbooks in all subject areas. Teachers also follow and align instruction to the district scope and sequence and curriculum maps. District Content Area Supervisors also meet with Department Chairs to provide up to date information on Florida standards and requirements. That information is then shared with all teachers in the school department.

Administrators frequent classrooms not only conducting formal observations but snapshots as well. A snapshot calendar has been developed to insure that instructional programs are monitored. Quarterly district assessments which are aligned to state standards, help to monitor student progress. Data from these assessments is used to drive instruction.

### **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.**



The data from state, district, and teacher developed assessments drive our decisions for differentiated instruction. Department Chairs lead monthly meetings to review data in academic departments. They provide the collaborative forum for monitoring, analyzing, identifying specific needs and problem solving. District personnel will be invited to assist in those meetings providing solutions and support. Next, teachers within those departments will monitor their own students' progress implementing solutions and interventions, such as small group instruction for reteaching and reassessing or coordinating individual mentor tutoring.

**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:** 20,000

Extended Day Enrichment Program (EDEP) is a fee based after school program in its second year here at Howard Bishop. Some examples of enrichment activities include: Cooking lessons, track and field, gardening, emerging engineering, digital technology, drama, computer skills, sports, foreign language, Girl Scouts, 4H clubs, astronomy and chess.

**Strategy Rationale**

EDEP supports student's academic success by offering assistance-based homework time. Students are provided a quiet place to work and activity leaders are available to help with any homework questions. By working cooperatively with parents and teachers, EDEP can help children master accountable homework performance. Enrichment activities provide students with background knowledge and real world experiences to enhance their learning and comprehension.

**Strategy Purpose(s)**

- Enrichment

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

Stokes, Anyana, stokesay@gm.sbac.edu

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

EDEP coordinator will provide attendance data to Assistant Principal. Report card data will also be analyzed each semester for progress of participants.

**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.**

Incoming 6th graders:

Assistant Principal, Dean, and Counselors visit the feeder elementary schools to provide 5th graders an overview of what they can expect in 6th grade. We also participate in a question and answer period to address the specific needs of the students. Sixth grade orientation is also held on site. We invite 5th graders from our feeder schools to join us on an evening in May to provide information to

them and their parents on the expectations and requirements for middle school. We also host an additional 6th grade orientation during the week prior to the start of school in August.

Fifth graders interested in our magnet program are provided several opportunities to attend school here at Bishop for a day. They are given the opportunity to select classes that they would like to participate and they get to follow a custom made schedule for the day. They also eat lunch in our cafeteria with the current class of 6th graders. The Academy of Technology and Gifted Studies also hosts an Open House which showcases the programs teachers, curriculum, and activities.. Incoming Academy students also are invited to attend "Titans in Training" Camp during the summer to even further support their transition.

Exiting 8th Graders:

Counselors provide instruction to 8th graders in career exploration and high school planning. Each student will develop a personal high school academic plan and participate in a career planning course as a requirement for promotion to 9th grade. Eight grade parent night is also held as an opportunity for parents and students to hear from school based and district personnel on the programs and requirements needed for high school. Students are also encouraged to attend the 9th grade orientations held by the high schools.

## **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.**

N/A

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

Workforce development company The Whetstone Group established IT programs in 25 Florida middle schools two years ago through a grant from CareerSource Florida. Locally, companies like Grooveshark, InfoTech and GRU supported Howard Bishop's program. Students work toward industry certifications in Microsoft Word, Excel and PowerPoint as well as Adobe Photoshop, InDesign, Illustrator, Flash and Dreamweaver. Certifications are recognized in workplaces worldwide. Through an agreement with Santa Fe College, students who have earned the Microsoft Office Specialist certification can earn three college credits towards the Microsoft Office Applications course.

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

N/A

**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.**

N/A

## **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.**        Improve the percentage of students achieving proficiency in reading. ELA LQ Target is 41%
- G2.**        Improve the percentage of students achieving proficiency in math. Math LQ Target is 54%.
- G3.**

## 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. Improve the percentage of students achieving proficiency in reading. ELA LQ Target is 41%** 1a

G085182

**Targets Supported** 1b

Indicator	Annual Target
AMO Reading - All Students	80.0
ELA/Reading Lowest 25% Gains	70.0

**Targeted Barriers to Achieving the Goal** 3

- 47% of students have not met or exceeded proficiency in ELA

**Resources Available to Help Reduce or Eliminate the Barriers** 2

- School literacy Team Curriculum Scheduling Instructional Coach Teacher Collaboration School Culture Media Center

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

District and Teacher created standards assessments

**Person Responsible**

Anyana Stokes

**Schedule**

Monthly, from 10/3/2016 to 6/2/2017

**Evidence of Completion**

Students will demonstrate mastery or growth on assessments. Reduction in student course failure rate.

**G2. Improve the percentage of students achieving proficiency in math. Math LQ Target is 54%. 1a**

 G085183

**Targets Supported 1b**

Indicator	Annual Target
AMO Math - All Students	78.0
Math Lowest 25% Gains	65.0

**Targeted Barriers to Achieving the Goal 3**

- 48% of students did not achieve proficiency (Level 3 or higher) on 2015 FSA. Students lack experience with application of math skills.

**Resources Available to Help Reduce or Eliminate the Barriers 2**

- Scheduling Curriculum After school program District Personnel Tutoring District Pacing Guides Computer Programs

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

Teacher standards assessment data

**Person Responsible**

Karen Bethel


**Schedule**

Monthly, from 10/3/2016 to 6/2/2017

**Evidence of Completion**

Students demonstrating mastery or growth on standards assessments.

**G3. 1a**

 G085184

**Targets Supported 1b**

Indicator	Annual Target

**Targeted Barriers to Achieving the Goal 3**

**Resources Available to Help Reduce or Eliminate the Barriers 2**

-

## 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.** Improve the percentage of students achieving proficiency in reading. ELA LQ Target is 41% **1**

 G085182

**G1.B1** 47% of students have not met or exceeded proficiency in ELA **2**

 B226527

**G1.B1.S1** Department specific initiatives to increase reading proficiency. **4**

 S238970

### Strategy Rationale

Each department developed content specific goals that all members of the department commit to implementing in their classrooms.

### Action Step 1 **5**

Each department will implement content specific strategies and Initiatives by incorporating them into their daily lessons after collaborating as a team.

### Person Responsible

Anyana Stokes

### Schedule

Quarterly, from 10/3/2016 to 6/3/2017

### Evidence of Completion

Administrator walkthroughs. Progress Monitoring Teacher Reflection Collaboration Logs



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

Observe implementation of strategies. Obtain department feedback.

**Person Responsible**

Anyana Stokes

**Schedule**

Monthly, from 10/3/2016 to 6/2/2017

**Evidence of Completion**

Classroom walkthroughs Meeting notes and agendas. Survey

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

Teachers will submit student progress data to administration, share and discuss in department meetings.

**Person Responsible**

Anyana Stokes

**Schedule**

Monthly, from 10/3/2016 to 6/2/2017

**Evidence of Completion**

Increased department collaboration Increased student mastery on assessments.

**G1.B1.S2** Department will incorporate strategies into their daily lessons. 4

 S238971

### Strategy Rationale

Use of research based strategies improve student engagement and increase likelihood that students will attain mastery and knowledge of the content.

### Action Step 1 5

Teachers will use instructional strategies across all content areas by sharing and incorporating best practices after collaborating with team.

#### Person Responsible

Anyana Stokes

#### Schedule

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

#### Evidence of Completion

Classroom Snapshots and Observations.

### Action Step 2 5

Evaluate student progress on both formal and informal assessments when this strategy is implemented.

#### Person Responsible

Anyana Stokes

#### Schedule

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

#### Evidence of Completion

Collaborative planning of assessments Progress Monitoring of assessments

### Action Step 3 5

By working closely with teachers, the Media Center will teach, support, and reinforce the research process through lessons, resources, and teacher support. This will reflect in the FSA LAFS.RI.3.7 strand measurement where we hope to see a 10% increase in student success.

#### **Person Responsible**

Meaghan Monaghan

#### **Schedule**

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

#### **Evidence of Completion**

Collaboratively Planned Lessons Up to date and Relevant Resources Targeted Curriculum Support

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

Classroom Snapshots and Observations

#### **Person Responsible**

Mike Gamble

#### **Schedule**

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

#### **Evidence of Completion**

Observation of strategies used during instruction. Teachers will be provided consistent, meaningful, and concise feedback.

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

Administrators will attend and participate in department meetings.

#### **Person Responsible**

Mike Gamble

#### **Schedule**

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

#### **Evidence of Completion**

Teacher will submit data of student progress on standards assessments.

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

Classroom instruction observed

**Person Responsible**

Mike Gamble

**Schedule**

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

***Evidence of Completion***

Snapshot data

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

Administrators will monitor data submitted by teachers of student progression on standards assessments.

**Person Responsible**

Mike Gamble

**Schedule**

Monthly, from 10/3/2016 to 6/2/2017

***Evidence of Completion***

Students will demonstrate mastery or growth on standards assessments.

**G1.B1.S3** Promote school culture of high expectations and teacher collaboration. 4

S238972

**Strategy Rationale**

The majority of students will only aim as high as we set the target, so it is our responsibility to set high standards from the start and to maintain and promote a culture where that is the norm.

**Action Step 1** 5

School wide initiative to increase collaboration among departments and teams.

**Person Responsible**

Anyana Stokes

**Schedule**

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

***Evidence of Completion***

Meeting agendas and collaboration logs

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

Weekly administrative planning meetings. Administrators participate in department and team meetings.

**Person Responsible**

Anyana Stokes

**Schedule**

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

***Evidence of Completion***

Meeting Notes, Agendas, and collaboration logs.

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

Observation of teacher engagement in collaboration activities  
Monitor behavior and assessment data.  
Leadership team feedback

**Person Responsible**

Anyana Stokes

**Schedule**

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

**Evidence of Completion**

Discipline, Academic, and Progress Data

**G1.B1.S4** Read nonfiction text with grades 6-8 text complexity – ask document based questions based on text structure, central idea. 4


 S238973

**Strategy Rationale**

This will broaden students level of learning.

Action Step(s) Missing for Goal #1, Barrier #1, Strategy #4  
Complete one or more action steps for this Strategy or de-select it

**G1.B1.S5** Use SCOPE magazines and CodeX in LA, current events in Social Studies, journals and articles in Science, Analyze charts, graphs, and data in Math and write about it. 4


 S238974

**Strategy Rationale**

This will help connect students with real world applications.

Action Step(s) Missing for Goal #1, Barrier #1, Strategy #5  
Complete one or more action steps for this Strategy or de-select it

**G1.B1.S6** Utilize Lexile +1 approach 4

 S238975

**Strategy Rationale**

This is great for measuring ability and complexity of the material.

Action Step(s) Missing for Goal #1, Barrier #1, Strategy #6  
Complete one or more action steps for this Strategy or de-select it

**G1.B1.S7** Extensive use of enriching vocabulary and Reading comprehension activities 4

 S238976

**Strategy Rationale**

The more student's hear vocabulary words across disciplines, the better they understand the meaning.

Action Step(s) Missing for Goal #1, Barrier #1, Strategy #7  
Complete one or more action steps for this Strategy or de-select it

**G1.B1.S8** Weekly silent reading across teams and daily in resource classes. 4

 S238977

**Strategy Rationale**

This will expose them to more vocabulary and increase fluency.

Action Step(s) Missing for Goal #1, Barrier #1, Strategy #8  
Complete one or more action steps for this Strategy or de-select it



**G2.** Improve the percentage of students achieving proficiency in math. Math LQ Target is 54%. 1

G085183

**G2.B1** 48% of students did not achieve proficiency (Level 3 or higher) on 2015 FSA. Students lack experience with application of math skills. 2

B226528

**G2.B1.S1** Implement research based, math specific instructional and literacy strategies 4

S238978

### Strategy Rationale

Use of research based strategies improve student engagement and increase likelihood that students will attain mastery and knowledge of the content.

### Action Step 1 5

Teachers will use math department specific instructional strategies .

#### Person Responsible

Karen Bethel

#### Schedule

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

#### Evidence of Completion

Classroom snapshots and observations.

### Action Step 2 5

Teachers will increase use of formative assessments and align assessments to state standards.

#### Person Responsible

Karen Bethel

#### Schedule

Monthly, from 10/3/2016 to 6/2/2017

#### Evidence of Completion

Student Progress Monitoring Teacher reflection log

**Action Step 3** 5

Increase the use of manipulatives and computer-based learning to teach/reteach math concepts to encourage differentiated instruction and skill mastery.

**Person Responsible**

Karen Bethel

**Schedule**

Monthly, from 10/3/2016 to 6/2/2017

***Evidence of Completion***

Classroom walkthroughs and observations

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

Classroom observations

**Person Responsible**

Karen Bethel

**Schedule**

Daily, from 10/3/2016 to 6/2/2017

***Evidence of Completion***

Observation of strategies used during instruction.

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

Administrators will attend and participate in department meetings.

**Person Responsible**

Karen Bethel

**Schedule**

Monthly, from 10/3/2016 to 6/2/2017

***Evidence of Completion***

Teacher will submit data of student progress on standards assessments.

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

Observe classroom instruction.

**Person Responsible**

Karen Bethel

**Schedule**

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

***Evidence of Completion***

Snapshot data, Teacher Feedback

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

Administrators will monitor data submitted by teachers of student progression on standards assessments.

**Person Responsible**

Karen Bethel


**Schedule**

Quarterly, from 10/3/2016 to 6/2/2017

***Evidence of Completion***

Students will demonstrate mastery or growth on standards assessments.

**G2.B1.S2** Promote school culture of high expectations and teacher collaboration. 4

 S238979

**Strategy Rationale**

The majority of students will only aim as high as we set the target, so it is our responsibility to set high standards from the start and to maintain and promote a culture where that is the norm.

**Action Step 1** 5

School wide initiative to increase collaboration among departments and teams.

**Person Responsible**

Karen Bethel

**Schedule**

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

***Evidence of Completion***

Meeting agendas and collaboration logs

**Plan to Monitor Fidelity of Implementation of G2.B1.S2** 6

Weekly administrative planning meetings. Administrators participate in department and team meetings.

**Person Responsible**

Karen Bethel

**Schedule**

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

***Evidence of Completion***

Meeting Notes, Agendas, and collaboration logs.

**Plan to Monitor Effectiveness of Implementation of G2.B1.S2** 7

Observation of teacher engagement in collaboration activities

Monitor behavior and assessment data.

Leadership team feedback

**Person Responsible**

Anyana Stokes




















**Schedule**







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

***Evidence of Completion***

Discipline, Academic, and Progress 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
<b>2017</b>					
G1.MA1  M316541	District and Teacher created standards assessments	Stokes, Anyana	10/3/2016	Students will demonstrate mastery or growth on assessments. Reduction in student course failure rate.	6/2/2017 monthly
G2.MA1  M316548	Teacher standards assessment data	Bethel, Karen	10/3/2016	Students demonstrating mastery or growth on standards assessments.	6/2/2017 monthly
G1.B1.S1.MA1  M316533	Teachers will submit student progress data to administration, share and discuss in department...	Stokes, Anyana	10/3/2016	Increased department collaboration Increased student mastery on assessments.	6/2/2017 monthly
G1.B1.S1.MA1  M316534	Observe implementation of strategies. Obtain department feedback.	Stokes, Anyana	10/3/2016	Classroom walkthroughs Meeting notes and agendas. Survey	6/2/2017 monthly
G2.B1.S1.MA1  M316542	Observe classroom instruction.	Bethel, Karen	8/22/2016	Snapshot data, Teacher Feedback	6/2/2017 daily
G2.B1.S1.MA4  M316543	Administrators will monitor data submitted by teachers of student progression on standards...	Bethel, Karen	10/3/2016	Students will demonstrate mastery or growth on standards assessments.	6/2/2017 quarterly
G2.B1.S1.MA1  M316544	Classroom observations	Bethel, Karen	10/3/2016	Observation of strategies used during instruction.	6/2/2017 daily
G2.B1.S1.MA3  M316545	Administrators will attend and participate in department meetings.	Bethel, Karen	10/3/2016	Teacher will submit data of student progress on standards assessments.	6/2/2017 monthly
G2.B1.S1.A1  A309512	Teachers will use math department specific instructional strategies .	Bethel, Karen	8/22/2016	Classroom snapshots and observations.	6/2/2017 monthly
G2.B1.S1.A2  A309513	Teachers will increase use of formative assessments and align assessments to state standards.	Bethel, Karen	10/3/2016	Student Progress Monitoring Teacher reflection log	6/2/2017 monthly
G2.B1.S1.A3  A309514	Increase the use of manipulatives and computer-based learning to teach/ reteach math concepts to...	Bethel, Karen	10/3/2016	Classroom walkthroughs and observations	6/2/2017 monthly
G1.B1.S2.MA1  M316535	Classroom instruction observed	Gamble, Mike	8/22/2016	Snapshot data	6/2/2017 daily
G1.B1.S2.MA4  M316536	Administrators will monitor data submitted by teachers of student progression on standards...	Gamble, Mike	10/3/2016	Students will demonstrate mastery or growth on standards assessments.	6/2/2017 monthly
G1.B1.S2.MA1  M316537	Classroom Snapshots and Observations	Gamble, Mike	8/22/2016	Observation of strategies used during instruction. Teachers will be provided consistent, meaningful, and concise feedback.	6/2/2017 daily
G1.B1.S2.MA3  M316538	Administrators will attend and participate in department meetings.	Gamble, Mike	8/22/2016	Teacher will submit data of student progress on standards assessments.	6/2/2017 monthly
G1.B1.S2.A1  A309508	Teachers will use instructional strategies across all content areas by sharing and incorporating...	Stokes, Anyana	8/22/2016	Classroom Snapshots and Observations.	6/2/2017 monthly
G1.B1.S2.A2  A309509	Evaluate student progress on both formal and informal assessments when this strategy is...	Stokes, Anyana	8/22/2016	Collaborative planning of assessments Progress Monitoring of assessments	6/2/2017 monthly
G1.B1.S2.A3  A309510	By working closely with teachers, the Media Center will teach, support, and reinforce the research...	Monaghan, Meaghan	8/15/2016	Collaboratively Planned Lessons Up to date and Relevant Resources Targeted Curriculum Support	6/2/2017 daily
G2.B1.S2.MA1  M316546	Observation of teacher engagement in collaboration activities Monitor behavior and assessment...	Stokes, Anyana	8/22/2016	Discipline, Academic, and Progress Data	6/2/2017 biweekly

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
G2.B1.S2.MA1  M316547	Weekly administrative planning meetings. Administrators participate in department and team...	Bethel, Karen	8/22/2016	Meeting Notes, Agendas, and collaboration logs.	6/2/2017 weekly
G2.B1.S2.A1  A309515	School wide initiative to increase collaboration among departments and teams.	Bethel, Karen	8/22/2016	Meeting agendas and collaboration logs	6/2/2017 weekly
G1.B1.S3.MA1  M316539	Observation of teacher engagement in collaboration activities Monitor behavior and assessment...	Stokes, Anyana	8/22/2016	Discipline, Academic, and Progress Data	6/2/2017 biweekly
G1.B1.S3.MA1  M316540	Weekly administrative planning meetings. Administrators participate in department and team...	Stokes, Anyana	8/22/2016	Meeting Notes, Agendas, and collaboration logs.	6/2/2017 weekly
G1.B1.S3.A1  A309511	School wide initiative to increase collaboration among departments and teams.	Stokes, Anyana	8/22/2016	Meeting agendas and collaboration logs	6/2/2017 weekly
G1.B1.S1.A1  A309507	Each department will implement content specific strategies and Initiatives by incorporating them...	Stokes, Anyana	10/3/2016	Administrator walkthroughs. Progress Monitoring Teacher Reflection Collaboration Logs	6/3/2017 quarterly



## V. Professional Development Opportunities

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

**G1.** Improve the percentage of students achieving proficiency in reading. ELA LQ Target is 41%

**G1.B1** 47% of students have not met or exceeded proficiency in ELA

**G1.B1.S1** Department specific initiatives to increase reading proficiency.

### PD Opportunity 1

Each department will implement content specific strategies and Initiatives by incorporating them into their daily lessons after collaborating as a team.

#### Facilitator

Department Chairs, All instructional staff

#### Participants

All instructional staff

#### Schedule

Quarterly, from 10/3/2016 to 6/3/2017

**G1.B1.S2** Department will incorporate strategies into their daily lessons.

### PD Opportunity 1

Teachers will use instructional strategies across all content areas by sharing and incorporating best practices after collaborating with team.

#### Facilitator

Varies- Administration, District Personnel, Department Chairs, Teacher and Team Leaders,

#### Participants

All instructional staff

#### Schedule

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

## PD Opportunity 2

Evaluate student progress on both formal and informal assessments when this strategy is implemented.

### Facilitator

District Personnel, Teacher Leaders, Department Chairs, Administration

### Participants

Instructional Staff

### Schedule

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

## PD Opportunity 3

By working closely with teachers, the Media Center will teach, support, and reinforce the research process through lessons, resources, and teacher support. This will reflect in the FSA LAFS.RI.3.7 strand measurement where we hope to see a 10% increase in student success.

### Facilitator

Teacher Leaders, Department Chairs, Administration

### Participants

All instructional personnel

### Schedule

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

**G1.B1.S3** Promote school culture of high expectations and teacher collaboration.

## PD Opportunity 1

School wide initiative to increase collaboration among departments and teams.

### Facilitator

Administration along with school leadership team

### Participants

All staff

### Schedule

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

**G2.** Improve the percentage of students achieving proficiency in math. Math LQ Target is 54%.

**G2.B1** 48% of students did not achieve proficiency (Level 3 or higher) on 2015 FSA. Students lack experience with application of math skills.

**G2.B1.S1** Implement research based, math specific instructional and literacy strategies

### **PD Opportunity 1**

Teachers will use math department specific instructional strategies .

#### **Facilitator**

Varies- Administration, District Personnel, Department Chair, Teacher Leader

#### **Participants**

Math Teachers; Other instructional staff when appropriate

#### **Schedule**

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

### **PD Opportunity 2**

Teachers will increase use of formative assessments and align assessments to state standards.

#### **Facilitator**

AP, Department Chair, District Personnel

#### **Participants**

Math Teachers; Other instructional staff when appropriate

#### **Schedule**

Monthly, from 10/3/2016 to 6/2/2017

### **PD Opportunity 3**

Increase the use of manipulatives and computer-based learning to teach/reteach math concepts to encourage differentiated instruction and skill mastery.

#### **Facilitator**

Department Chairs, School based and District Personnel

#### **Participants**

Instructional Staff

#### **Schedule**

Monthly, from 10/3/2016 to 6/2/2017

**G2.B1.S2** Promote school culture of high expectations and teacher collaboration.

**PD Opportunity 1**

School wide initiative to increase collaboration among departments and teams.

**Facilitator**

Administration along with school leadership team

**Participants**

All staff

**Schedule**

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

## VI. Technical Assistance Items

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

## VII. Budget

1	G1.B1.S1.A1	Each department will implement content specific strategies and Initiatives by incorporating them into their daily lessons after collaborating as a team.				\$0.00
2	G1.B1.S2.A1	Teachers will use instructional strategies across all content areas by sharing and incorporating best practices after collaborating with team.				\$0.00
3	G1.B1.S2.A2	Evaluate student progress on both formal and informal assessments when this strategy is implemented.				\$1,000.00
	Function	Object	Budget Focus	Funding Source	FTE	2016-17
			0121 - Howard W. Bishop Middle School	School Improvement Funds		\$1,000.00
			Notes: Cover cost of substitute teachers Purchase Formative Assessments Books for teachers.			
4	G1.B1.S2.A3	By working closely with teachers, the Media Center will teach, support, and reinforce the research process through lessons, resources, and teacher support. This will reflect in the FSA LAFS.RI.3.7 strand measurement where we hope to see a 10% increase in student success.				\$0.00
5	G1.B1.S3.A1	School wide initiative to increase collaboration among departments and teams.				\$0.00
6	G2.B1.S1.A1	Teachers will use math department specific instructional strategies .				\$0.00
7	G2.B1.S1.A2	Teachers will increase use of formative assessments and align assessments to state standards.				\$1,000.00
	Function	Object	Budget Focus	Funding Source	FTE	2016-17
			0121 - Howard W. Bishop Middle School	School Improvement Funds		\$1,000.00
			Notes: Cover cost of substitute teachers Purchase Formative Assessments Books for teachers.			
8	G2.B1.S1.A3	Increase the use of manipulatives and computer-based learning to teach/ reteach math concepts to encourage differentiated instruction and skill mastery.				\$0.00
9	G2.B1.S2.A1	School wide initiative to increase collaboration among departments and teams.				\$0.00
Total:						\$2,000.00