

Clay County Schools

# Doctors Inlet Elementary School



2016-17 Schoolwide Improvement Plan

## Doctors Inlet Elementary School

2634 COUNTY ROAD 220, Middleburg, FL 32068

<http://dis.oneclay.net>

### School Demographics

<b>School Type and Grades Served</b> (per MSID File)	<b>2015-16 Title I School</b>	<b>2015-16 Economically Disadvantaged (FRL) Rate</b> (as reported on Survey 3)
Elementary School PK-6	No	56%
<b>Primary Service Type</b> (per MSID File)	<b>Charter School</b>	<b>2018-19 Minority Rate</b> (Reported as Non-white on Survey 2)
K-12 General Education	No	30%

### School Grades History

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

*\*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 Clay 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>.

---

## Table of Contents

---

<b>Purpose and Outline of the SIP</b>	<b>4</b>
<b>Differentiated Accountability</b>	<b>5</b>
<b>Current School Status</b>	<b>6</b>
Supportive Environment	6
Family and Community Engagement	8
Effective Leadership	9
Public and Collaborative Teaching	11
Ambitious Instruction and Learning	12
<b>8-Step Planning and Problem Solving Implementation</b>	<b>15</b>
Goals Summary	15
Goals Detail	15
Action Plan for Improvement	19
<b>Appendix 1: Implementation Timeline</b>	<b>25</b>
<b>Appendix 2: Professional Development and Technical Assistance Outlines</b>	<b>26</b>
Professional Development Opportunities	26
Technical Assistance Items	28
<b>Appendix 3: Budget to Support Goals</b>	<b>28</b>

## 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 Doctors Inlet Elementary 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.

Doctors Inlet Elementary School's mission is to work collaboratively with all stakeholders to provide a public education experience that is motivating, challenging and rewarding for all children. We will increase student achievement by providing students with learning opportunities that are rigorous, relevant and transcend beyond the boundaries of the school walls. We will ensure a working and learning environment built upon honesty, integrity and respect. Through these values, we will maximize student potential and promote individual responsibility.

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

Doctors Inlet Elementary School exists to prepare life-long learners for success in a global and competitive workplace and in acquiring life skills.

#### 2. School Environment

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

The school year begins with a school-wide Orientation for students, parents and teachers to meet and greet. Opportunities throughout the year such as Open House, our Reading Festival, and Family Fun Night are provided to encourage parental support of the academic programs. We use the Safe and Civil Schools Foundations Program to provide common lessons and guidelines for student behavior. We have an active Parent Faculty Association (PFA) that fosters parent and faculty involvement. Our Green Thumb Club, Math Teams, Robotics Club, Run/Walk Club, Chorus, Student Council, and Safety Patrols provide opportunities that build relationships between teachers and students. Cultural activities throughout the grade levels provide opportunities for students to share their cultures with students and faculty.

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

The school creates an environment where students feel safe and respected by using the Safe and Civil Schools Foundation Program. Mustang P.R.I.D.E. Guidelines for Success have been developed collaboratively with the faculty. Lesson Plans have been written and are taught at the beginning of the school year that provide a school-wide guide for student behavior. Procedures have been developed for before school drop-off, after school dismissal, restrooms and the cafeteria. The Foundations Team develops surveys each year for students and faculty to discuss safety. Common area procedures and lesson plans are then developed for implementation school-wide. Procedures are also in place for bullying and behavior infractions.

##### 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.

Doctors Inlet Elementary uses guidelines developed through the Safe and Civil Schools Foundations Program and CHAMPS. Classroom teachers utilize the Guideline for Success and CHAMPS program to teach behavioral expectations. The Foundations Team provides training for school-wide

procedures. Lesson plans are used to teach expected behavior and procedures. Three Behavior Incident forms are used before writing referrals for minor offenses. These forms send the students to work with the In-School Suspension Assistant enabling students to identify more appropriate behaviors and responses for a short time period not to exceed 15 minutes. The ISS Assistant makes parental contact for each incident report. Referrals are written for students with major discipline issues or those who have had 3 minor behavior incidents. In-School suspension is used to keep students in school and able to complete their assignments.

**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 social-emotional needs of all students are met through counseling services provide by a Guidance Counselor. The Guidance Counselor also provides limited classroom guidance lessons and small group sessions for students. We have a part-time Guidance Counselor who provides support for our Military Students. These services are provided through a Department of Defense Grant for Military families. Mentoring and tutoring services are provided by faculty. Project REACH also provides services for our students who are classified as homeless. School volunteers provide mentoring and support through tutoring, after school clubs and our PFA. The Student of the Month program uses monthly character traits to recognize and support students chosen for exhibiting the character trait. A monthly reception with awards is held to recognize the Students of the Month. Parents are encouraged to attend.

**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.**

Doctors Inlet Elementary utilizes an Early Warning System for 6th grade students who exhibit two or more of the early warning indicators listed above. A school-based team shall convene to determine appropriate intervention strategies for the student. The school provides at least 10 days written notice of the meeting to the student's parent, indicating the meeting's purpose, time, and location to enable the parent the opportunity to participate. FOCUS reports are run 6 times a year to determine which students exhibit two or more indicators. Meetings are set up to determine appropriate interventions, the data is entered in FOCUS, and students are monitored quarterly for progress.

**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	9	0	0	0	0	0	0	9
One or more suspensions	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Course failure in ELA or Math	0	0	0	0	0	0	7	0	0	0	0	0	0	7
Level 1 on statewide assessment	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0	0	0

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

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

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

Intervention strategies to improve academic performance of students identified by the early warning system include: 1) Attendance team will send letters and a visit by the School Social Worker if needed to improve attendance; 2) Tutoring services to improve academic performance; 3) meetings with the parents and teachers to help provide goals for improvement; 4) Weekly meetings with teachers to use data to track academic performance and to develop strategies for improvement; 5) Counseling and mentoring services provide by Guidance Counselors.

**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**

Doctors Inlet Elementary works at building positive relationships with families to increase involvement in the following ways: 1) School-wide Orientation and Open House to provide opportunities for parents to meet with the teachers at the beginning of each school year; 2) a school-wide Reading Festival and Book Fair in October to encourage parents to come and participate in Reading activities with their child; 3) Family Fun Night in the Spring with a Chorus performance, School-wide Science Fair, Book Fair and dinner; 4) Grade reports and interims sent home twice a quarter; 5) School climate surveys for parents and students each year; 6) Parent Faculty Association that meets monthly; 7) After-school clubs and mentoring opportunities for parent volunteers; 8) Teacher-Parent conferences; 9) Interpreters available for parents who do not speak English or are deaf; 10) ParentLink telephone messages sent by the Principal informing parents of events; 11) School website that is updated weekly; 12) PFA emails and Facebook page; 13) monthly School Advisory Council meetings.

**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.**

Doctors Inlet Elementary seeks to establish Business partners to support the school program. Community Business partners are requested to serve on the School Advisory Council. Business partners provide materials or donations to support and sponsor our Reading Festival, Green Thumb Club; Student Council, Student of the Month, Chorus, Run/Walk Club and classrooms. The Doctors Inlet Classroom Adoption Program enables businesses and parents to adopt a classroom for a minimal donation of \$100. All funds go directly to the classroom. A Business Partner Coordinator has been established for a more coordinated uniform system.



## 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
Farber, Jocelyn	Principal
Mineo, Kristi	Assistant Principal
Bohn, Laura	Teacher, ESE
Brown, Mary	School Counselor
Raymer, Sherry	Teacher, K-12
moreland , Laura	Teacher, K-12
Pryor, Emily	Teacher, K-12
Simpson, Jeanne	Teacher, K-12
Wellons, Techla	Teacher, K-12
Ott, Patricia	Teacher, PreK
Hanlin, Anita	Teacher, K-12
Forbis, Allyson	Teacher, K-12
Shiple, April	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 function of the School-Based Leadership Team (SBLT) is to analyze school-wide data to determine the effectiveness of Tier 1 instruction for all students. Data to be analyzed includes K-2 Foundational Skills Assessment, 3-12 Performance Matters benchmark assessments, and formal assessments such as FCAT 2.0 and the Florida State Assessment. The Principal is the leader of the meeting. The Assistant principal attends the meetings in a support role for the Principal. The Guidance Counselor serves to suggest effective interventions for Tier 1 instructional needs. The Intervention Team Facilitator is present to help ensure that the district's MTSS plan is followed. Lead teachers sometimes serve on the SBLT as a liaison to other teachers in their grade/content area grouping.

**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.**

All K-6 will take a benchmark assessment 3 times per year. The School-based leadership team will meet after each assessment period to review student data. Quality of Tier 1 instruction will be analyzed within these meetings. Administrators will meet quarterly with all grade level/content area teams. At these monthly meetings, administrators and teachers will look at specific student data and will initiate Tier 2 or Tier 3 plans for those students who are struggling to meet grade level / course expectations. These meetings will focus on student achievement and the provision of appropriate,

effective interventions. District and school resources will be allocated based upon individual student needs.

## 2. School Advisory Council (SAC)

### a. Membership

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

Name	Stakeholder Group
Patricia Ott	Teacher
Angela Grinsell	Education Support Employee
Jana O'Neal	Parent
Jon Kendrick	Business/Community
Thomas Gerds	Principal
Jerome Smith	Business/Community
Kelly Morris	Parent
Cynthia Hinck	Teacher

### 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 reviewed last year's school improvement plan and analyzed available data from 2015 to see if the goals were met effectively. There was also a mid-year review in January, 2016 to see if the school was on track with the school improvement goals.

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

Faculty and staff meet to develop a draft for goals and action steps for the School Improvement Plan using data from State tests, K-2 Foundational Skills and Performance Matters. The draft is then presented to the SAC for their approval and revisions if necessary. The draft then goes back to the faculty and staff for their approval. Goals are analyzed at monthly PLC meetings and strategies developed for students not meeting the standards. A mid-year review is conducted in January to make sure adequate progress is being made towards the goals.

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

The budget is developed in the Spring with allocations and funds. A draft of the budget is presented to staff for their input. A draft of the budget is also presented to the School Advisory Council for their input.

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

School improvement funds from 2014-2015 were used for: \$2,000.00 for the Reading Festival materials and books; School Science Fair awards and materials; classroom libraries and books to supplement the Being a Writer program and Reading with Meaning kits. There are no funds for School Improvement in the 2015-2016 budget. Any funds needed will come from the General Budget and Internal funds.

#### **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
Mineo, Kristi	Assistant Principal
Brown, Mary	School Counselor
Currin, Ashley	Teacher, K-12
Reinhart, Salli	Teacher, K-12
Pryor, Emily	Teacher, K-12
Farber, Jocelyn	Principal
Ott, Patricia	
Forbis, Allyson	Teacher, K-12
Shiple, April	Teacher, K-12

#### b. Duties

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

The LLT will work to effectively integrate the Rtl process to ensure students most "at risk" in reading receive intensive and immediate intervention services. The LLT will also serve as the steering committee to develop our School-wide Reading Festival in October.

### 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.**

Doctors Inlet teachers plan together in their Professional Learning Communities each week for one hour. The Framework for Intentional Learning is used to establish common goals and planning. Student data is analyzed and common lessons developed to improve learning. PLCs are established based on common subject areas and students.

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

The Administration participates in the University of North Florida and Saint Leo Colleges recruitment meetings. Interviews are held with candidates to ensure a good match with grade levels and with expectations for our faculty. New teachers are assigned a mentor and have regular meetings with the administration to ensure success. New teachers are also a part of the B.E.S.T program that provides one-on-one support and professional develop from a district curriculum specialist throughout their first two years of employment.

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

New teachers are paired with an experienced teacher with the same grade level and subject areas. Teachers who need help with strategies and who do not have expected learning gains are paired with teachers who have been successful with strategies and high learning gains. Monthly data meetings are held to discuss students and strategies for improvement. Lesson studies and professional learning communities are also tools for teachers to use to mentor and help improve instruction. All teachers are required to develop an individual professional development plan that is based on data and has professional growth activities designed to improved instruction. Professional development plans are implemented for teachers who need improvement.

## 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.**

Doctors Inlet ensures its core instructional programs and materials are aligned to Florida's Standards by following District Curriculum maps that have been correlated to the Florida Standards. Our textbooks and materials are State Adopted Textbooks and are research based. Lesson plans, Professional Learning Community forms, walk-throughs and formal observations are used to monitor fidelity to standards.

#### 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.**

Doctors Inlet uses data from K-2 Foundational Skills Assessment, SAT10, Performance Matters,FSA, FCAT, Running Records and classroom assessments to provide differentiated instruction. Independent reading is used in Reading instruction with students assigned books based on their running record level. Students are placed in collaborative learning groups for guided practice and skills instruction. Students having difficulty attaining the proficient or advanced level on state assessments are provided interventions and tracked through MTSS Tiers 2 and 3. Tutoring is provided before and after school for those students requiring additional instruction. 6th grade students are placed in Intensive Reading instruction based upon Performance Matters scores, available State Assessment scores, and Running Records

**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: After School Program**

**Minutes added to school year: 510,000**

Our Before and After School Tutoring program provides instruction in core academic subjects for students that require additional remediation. Students are selected based on teacher recommendation and need. Additional after school activities such as Math Team, our annual Reading Festival, Green Thumb Club, Lego Club and School-wide Science Fair provide enrichment activities that promote curriculum that supports Reading, Science and Math for students giving them real life experiences. These activities also provide opportunities for parent involvement and participation.

**Strategy Rationale**

Tutoring and enrichment activities provide additional opportunities for students to have real life experiences and instruction designed to improve the core curriculum.

**Strategy Purpose(s)**

- Core Academic Instruction

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

Mineo, Kristi, kristi.mineo@myoneclay.net

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

Student gains, FSA and FCAT results are analyzed for effectiveness of tutoring strategies as well as the effectiveness of our tutors. Mrs. Casias, our Assistant Principal monitors the Tutoring program. The Reading Festival, School-wide Science Fair, Math Teams and the Lego Club are led by Teacher volunteers and overseen by the administration. Increased enrollment is used to determine effectiveness in the enrichment programs and learning gains are used to determine effectiveness in our tutoring program.

**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.**

At Doctors Inlet Elementary School, we have a VPK (Voluntary PreKindergarten) classroom where all VPK students are given the Florida State VPK Assessment three times a year in the areas of Print Knowledge, Phonological Awareness, Mathematics, and Oral Language. ESE PreK students are reviewed by the Student Services Team prior to entering Kindergarten, to see if there are additional services the student might need to be successful in a regular education classroom. All incoming Kindergarten students are assessed prior to or upon entering Kindergarten in order to ascertain individual and group needs and to assist in the development of robust instructional/intervention programs. All students are assessed within the areas of Basic Skills/School Readiness, Oral Language/Syntax, Print/Letter Knowledge, and Phonological Awareness/Processing. The Florida Kindergarten Reading Screener (FLKRS) will be given within the first 30 days of school. ECHOS will also serve as a screener for social/emotional development and overall school readiness. The Foundational Skills Assessment will be administered one-on-one to all Kindergarten students to determine their initial success probability in reading. Screening data will be collected and aggregated prior to September 25th, 2016. Data will be used to plan daily academic and social/emotional

instruction for all students and for groups of students or individual students who may need intervention beyond core instruction. Core Kindergarten academic and behavioral instruction will include daily explicit instructions, modeling, guided proactive and independent practice of all academic and/or social emotional skills identified by screening data. Social skills instruction will occur daily and will be reinforced throughout the day through the use of a common language, reteaching, and positive reinforcement of pro-social behavior. The Foundational Skills Assessment will be re-administered mid-year and at the end of the year in order to determine student learning gains in order to determine the need for changes to the instructional/intervention programs.

### **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.**

Grade levels bring in career professionals to speak with students (Fire Dept, Agriculture).

**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

**1** = Problem Solving Step     S123456 = Quick Key

## Strategic Goals Summary

- G1.** Doctors Inlet will analyze school and student data in order to provide targeted instruction to improve the overall number of learning gains of our lowest quartile.
- G2.** Doctors Inlet will use professional learning communities to incorporate the Florida Standards using the Framework for Intentional and Targeted teaching.
- G3.** Doctors Inlet will implement STEM opportunities into the classroom to improve student achievement.

## 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.** Doctors Inlet will analyze school and student data in order to provide targeted instruction to improve the overall number of learning gains of our lowest quartile. 1a

G086073

**Targets Supported** 1b

Indicator	Annual Target
ELA/Reading Lowest 25% Gains	50.0
Math Lowest 25% Gains	50.0

**Targeted Barriers to Achieving the Goal** 3

- Time and monetary resources for professional development.

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

- Doctors Inlet will use "Being A Writer" and "Making Meaning" curriculum in Grades K-5. Doctors Inlet will use DBQs for Grades 5-6. School-wide PLCs will be data driven and focus on best practice methods and available resources to close gaps in student data.
- 

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

Lesson Plans, Walk-Throughs and Formal/Informal Observation Instruments

**Person Responsible**

Jocelyn Farber

**Schedule**

Weekly, from 8/24/2016 to 5/24/2017

**Evidence of Completion**

Weekly PLC logs, Lesson Plans, Walk Through Rubrics, and Formal/Informal Observation documentation



**G2.** Doctors Inlet will use professional learning communities to incorporate the Florida Standards using the Framework for Intentional and Targeted teaching. 1a

G086074

**Targets Supported** 1b

Indicator	Annual Target
ELA/Reading Gains	68.0

**Targeted Barriers to Achieving the Goal** 3

- Time and monetary resources for professional development.

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

- Doctors Inlet will use the Framework for Intentional Learning to develop a professional learning community. DIS will attend available PD opportunities and attend collaborative classroom modeling sessions.

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

Walk Throughs and Formal/Informal Classroom Observation Instruments

**Person Responsible**

Jocelyn Farber

**Schedule**

Weekly, from 9/7/2016 to 5/24/2017

**Evidence of Completion**

Weekly Observation Logs and Observation documentation

**G3.** Doctors Inlet will implement STEM opportunities into the classroom to improve student achievement.

1a

G086075

**Targets Supported** 1b

Indicator	Annual Target
FCAT 2.0 Science Proficiency	70.0

**Targeted Barriers to Achieving the Goal** 3

- Time and monetary resources for professional development and technology resources.

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

- Doctors Inlet will use the science lab, robotics program, and available technology.

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

Performance Matters and K-2 Foundational Skills Assessment data, report cards, interims, and teacher observations/walk-throughs

**Person Responsible**

Jocelyn Farber

**Schedule**

Weekly, from 8/10/2016 to 5/24/2017

**Evidence of Completion**

Weekly PLC Logs and Observation documentation

## 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.** Doctors Inlet will analyze school and student data in order to provide targeted instruction to improve the overall number of learning gains of our lowest quartile. 1

G086073

**G1.B1** Time and monetary resources for professional development. 2

B228728

**G1.B1.S1** Doctors Inlet will provide training using the Framework for Intentional Learning, DBQs and "Making Meaning" curriculum. Implementation of training will be monitored by administrators using classroom walk throughs. 4

S241188

### Strategy Rationale

Professional development and Professional Learning Communities will improve instruction through use of the Framework for Intentional Learning. Instruction will use collaborative groups in all subject areas and individualized learning levels for reading.

### Action Step 1 5

Professional Development provided for using "Making Meaning" curriculum, DBQs, Being a Writer and the Framework for Intentional Learning.

#### Person Responsible

Kristi Mineo

#### Schedule

Weekly, from 8/24/2016 to 5/24/2017

#### Evidence of Completion

Weekly PLCs with sign in sheets; classroom walk-throughs; Lesson Plans; PLC logs documenting the Framework for Intentional Learning.

### Action Step 2 5

Professional Development provided for using "Making Meaning" curriculum, DBQs, Being a Writer and the Framework for Intentional Learning.

#### Person Responsible

Kristi Mineo

#### Schedule

Weekly, from 8/10/2016 to 5/20/2017

#### Evidence of Completion

Weekly PLCs with sign in sheets; classroom walk-throughs; Lesson Plans; PLC logs documenting the Framework for Intentional Learning.

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

Making Meaning, DBQs, and the Framework for Intentional Learning implementation observed in walk-throughs and formal/informal observations

**Person Responsible**

Jocelyn Farber

**Schedule**

Weekly, from 8/24/2016 to 5/24/2017

**Evidence of Completion**

Sign-in sheets from Professional Development, classroom walk through and observation documentation, lesson plans.

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

Classroom Walk Throughs, Observations, and Lesson Plans

**Person Responsible**

Jocelyn Farber

**Schedule**

Weekly, from 8/24/2016 to 5/24/2017

**Evidence of Completion**

Weekly observations, weekly lesson plans, PLC logs

**G2.** Doctors Inlet will use professional learning communities to incorporate the Florida Standards using the Framework for Intentional and Targeted teaching. 1

G086074

**G2.B1** Time and monetary resources for professional development. 2

B228729

**G2.B1.S1** Provide time and resources for professional learning communities through modified schedules and substitutes. 4

S241189

### Strategy Rationale

Increased professional development will improve instruction.

### Action Step 1 5

Establish Professional Learning Communities that meet weekly for one hour.

#### Person Responsible

Kristi Mineo

#### Schedule

Weekly, from 8/24/2016 to 5/24/2017

#### Evidence of Completion

PLC logs documenting attendance through sign-in Sheets and the Framework for Intentional Learning; student work; lesson plans; classroom walk-throughs

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

Professional Development Sign-In Sheets and Points

#### Person Responsible

Kristi Mineo

#### Schedule

Weekly, from 8/24/2016 to 5/24/2017

#### Evidence of Completion

Completed professional development points awarded and weekly sign-in sheets and logs.

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

Walk-throughs Formal/Informal Classroom Observation Instruments; PLC logs and the Framework for Intentional Learning rubrics

**Person Responsible**

Kristi Mineo

**Schedule**

Weekly, from 8/24/2016 to 5/24/2017

**Evidence of Completion**

Weekly Observations and copies of Formal/Informal Observations; PLC logs and Framework for Intentional Learning rubrics.

**G3. Doctors Inlet will implement STEM opportunities into the classroom to improve student achievement. 1**

G086075

**G3.B1 Time and monetary resources for professional development and technology resources. 2**

B228730

**G3.B1.S1 Provide time and resources for professional learning communities. 4**

S241190

**Strategy Rationale**

Improved professional development will improve engagement and instruction.

**Action Step 1 5**

Incorporate weekly Professional Learning Communities using the Framework for Intentional Learning and Engagement strategies.

**Person Responsible**

Kristi Mineo

**Schedule**

Weekly, from 8/24/2016 to 5/24/2017

**Evidence of Completion**

PLC logs and Sign-in Sheets documenting attendance; student work and observations documenting implementation of strategies.

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

Professional Development Sign-In Sheets and Points

**Person Responsible**

Kristi Mineo

**Schedule**

Weekly, from 8/24/2016 to 5/24/2017

**Evidence of Completion**

Completed professional development points awarded and monthly sign-in sheets.

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

Classroom Walk-throughs and Formal/Informal Classroom Observation Instruments

**Person Responsible**

Jocelyn Farber

**Schedule**














Weekly, from 8/24/2016 to 5/24/2017

**Evidence of Completion**

Weekly Walk-through Observations and copies of Formal/Informal Observations



## 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.B1.S1.A2 A312173	Professional Development provided for using "Making Meaning" curriculum, DBQs, Being a Writer and...	Mineo, Kristi	8/10/2016	Weekly PLCs with sign in sheets; classroom walk-throughs; Lesson Plans; PLC logs documenting the Framework for Intentional Learning.	5/20/2017 weekly
 G1.MA1 M321293	Lesson Plans, Walk-Throughs and Formal/Informal Observation Instruments	Farber, Jocelyn	8/24/2016	Weekly PLC logs, Lesson Plans, Walk Through Rubrics, and Formal/Informal Observation documentation	5/24/2017 weekly
 G2.MA1 M321296	Walk Throughs and Formal/Informal Classroom Observation Instruments	Farber, Jocelyn	9/7/2016	Weekly Observation Logs and Observation documentation	5/24/2017 weekly
 G3.MA1 M321299	Performance Matters and K-2 Foundational Skills Assessment data, report cards, interims, and...	Farber, Jocelyn	8/10/2016	Weekly PLC Logs and Observation documentation	5/24/2017 weekly
 G1.B1.S1.MA1 M321291	Classroom Walk Throughs, Observations, and Lesson Plans	Farber, Jocelyn	8/24/2016	Weekly observations, weekly lesson plans, PLC logs	5/24/2017 weekly
 G1.B1.S1.MA1 M321292	Making Meaning, DBQs, and the Framework for Intentional Learning implementation observed in...	Farber, Jocelyn	8/24/2016	Sign-in sheets from Professional Development, classroom walk through and observation documentation, lesson plans.	5/24/2017 weekly
 G1.B1.S1.A1 A312172	Professional Development provided for using "Making Meaning" curriculum, DBQs, Being a Writer and...	Mineo, Kristi	8/24/2016	Weekly PLCs with sign in sheets; classroom walk-throughs; Lesson Plans; PLC logs documenting the Framework for Intentional Learning.	5/24/2017 weekly
 G2.B1.S1.MA1 M321294	Walk-throughs Formal/Informal Classroom Observation Instruments; PLC logs and the Framework for...	Mineo, Kristi	8/24/2016	Weekly Observations and copies of Formal/Informal Observations; PLC logs and Framework for Intentional Learning rubrics.	5/24/2017 weekly
 G2.B1.S1.MA1 M321295	Professional Development Sign-In Sheets and Points	Mineo, Kristi	8/24/2016	Completed professional development points awarded and weekly sign-in sheets and logs.	5/24/2017 weekly
 G2.B1.S1.A1 A312174	Establish Professional Learning Communities that meet weekly for one hour.	Mineo, Kristi	8/24/2016	PLC logs documenting attendance through sign-in Sheets and the Framework for Intentional Learning; student work; lesson plans; classroom walk-throughs	5/24/2017 weekly
 G3.B1.S1.MA1 M321297	Classroom Walk-throughs and Formal/ Informal Classroom Observation Instruments	Farber, Jocelyn	8/24/2016	Weekly Walk-through Observations and copies of Formal/Informal Observations	5/24/2017 weekly
 G3.B1.S1.MA1 M321298	Professional Development Sign-In Sheets and Points	Mineo, Kristi	8/24/2016	Completed professional development points awarded and monthly sign-in sheets.	5/24/2017 weekly
 G3.B1.S1.A1 A312175	Incorporate weekly Professional Learning Communities using the Framework for Intentional Learning...	Mineo, Kristi	8/24/2016	PLC logs and Sign-in Sheets documenting attendance; student work and observations documenting implementation of strategies.	5/24/2017 weekly

## V. Professional Development Opportunities

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

**G1.** Doctors Inlet will analyze school and student data in order to provide targeted instruction to improve the overall number of learning gains of our lowest quartile.

**G1.B1** Time and monetary resources for professional development.

**G1.B1.S1** Doctors Inlet will provide training using the Framework for Intentional Learning, DBQs and "Making Meaning" curriculum. Implementation of training will be monitored by administrators using classroom walk throughs.

### **PD Opportunity 1**

Professional Development provided for using "Making Meaning" curriculum, DBQs, Being a Writer and the Framework for Intentional Learning.

#### **Facilitator**

Ruth Casias; Thomas Gerds

#### **Participants**

Classroom Teachers

#### **Schedule**

Weekly, from 8/24/2016 to 5/24/2017

### **PD Opportunity 2**

Professional Development provided for using "Making Meaning" curriculum, DBQs, Being a Writer and the Framework for Intentional Learning.

#### **Facilitator**

Ruth Casias; Thomas Gerds

#### **Participants**

Classroom Teachers

#### **Schedule**

Weekly, from 8/10/2016 to 5/20/2017

**G2.** Doctors Inlet will use professional learning communities to incorporate the Florida Standards using the Framework for Intentional and Targeted teaching.

**G2.B1** Time and monetary resources for professional development.

**G2.B1.S1** Provide time and resources for professional learning communities through modified schedules and substitutes.

**PD Opportunity 1**

Establish Professional Learning Communities that meet weekly for one hour.

**Facilitator**

Teacher Leaders

**Participants**

All Teachers

**Schedule**

Weekly, from 8/24/2016 to 5/24/2017

**G3.** Doctors Inlet will implement STEM opportunities into the classroom to improve student achievement.

**G3.B1** Time and monetary resources for professional development and technology resources.

**G3.B1.S1** Provide time and resources for professional learning communities.

**PD Opportunity 1**

Incorporate weekly Professional Learning Communities using the Framework for Intentional Learning and Engagement strategies.

**Facilitator**

Teacher Leaders

**Participants**

All Teachers

**Schedule**

Weekly, from 8/24/2016 to 5/24/2017

## 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	Professional Development provided for using "Making Meaning" curriculum, DBQs, Being a Writer and the Framework for Intentional Learning.				\$0.00
2	G1.B1.S1.A2	Professional Development provided for using "Making Meaning" curriculum, DBQs, Being a Writer and the Framework for Intentional Learning.				\$0.00
3	G2.B1.S1.A1	Establish Professional Learning Communities that meet weekly for one hour.				\$0.00
4	G3.B1.S1.A1	Incorporate weekly Professional Learning Communities using the Framework for Intentional Learning and Engagement strategies.				\$0.00
	Function	Object	Budget Focus	Funding Source	FTE	2016-17
			0261 - Doctors Inlet Elementary School			\$0.00
			0261 - Doctors Inlet Elementary School			\$0.00
<b>Total:</b>						<b>\$0.00</b>