

Clay County Schools

# Clay Virtual Franchise



2016-17 Schoolwide Improvement Plan

## Clay Virtual Franchise

2306 KINGSLEY AVE #20, Orange Park, FL 32073

<http://cva.oneclay.net>

### 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)
Combination School 4-12	No	16%
Primary Service Type (per MSID File)	Charter School	2018-19 Minority Rate (Reported as Non-white on Survey 2)
K-12 General Education	No	21%

### School Grades History

Year  
Grade

2015-16  
I

2014-15  
I\*

*\*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>.

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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 Clay Virtual Franchise

DA Region and RED	DA Category and Turnaround Status
Northeast - <a href="#">Cassandra Brusca</a>	Incomplete Grade - N/A

## I. Part I: Current School Status

### A. Supportive Environment

#### 1. School Mission and Vision

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

Our mission, at Clay Virtual Academy, is to offer a virtual education experience which allows students to dream, achieve, and soar anywhere, anytime on any path.

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

Clay Virtual Academy will provide students a learning path in an innovative online environment, where mastery learning is the outcome of each child's motivation, organization, and dedication, to prepare them to be leaders in a global marketplace.

#### 2. School Environment

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

Relationships are formed and developed between teachers and students in phone calls, emails, text messages, face to face tutoring, and within on-line course platforms through dialogue and feedback. Initial Welcome Calls serve as a platform for students to express why they have chosen to be a virtual student and indicate any individual needs. Welcome calls are an opportunity for teachers to express school and class expectations. Additionally, teachers are required to contact parents and students on a monthly basis (at a minimum) to discuss progress. Many of our teachers also use a priority calling system, website alerts, weekly email reminders, text messages, and social networking outlets to keep our virtual families well informed. We build relationships with students through face-to-face interactions, such as tutoring, field trips, recess, and activities at the CVA office. We believe that learning in the virtual world is a three-way partnership between teachers, students, and parents.

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

Virtual learning is an option that many families have chosen to protect their students from bullying in a brick and mortar school. In the virtual environment, students can learn from the safety and security of their own home environment. Scheduling is flexible--students can work mornings, afternoon, or evenings. Social distractions are minimal and parents can oversee daily progress. Students are invited to attend optional face-to-face and online tutoring sessions and activities. Teachers communicate clear expectations regarding appropriate face-to-face interactions, as well as in the cyber-environment. Students are taught to mastery and encouraged to take risks--knowing they can revise and edit their work for improvement. Teachers closely monitor student communication in discussion boards and collaborative sessions.

Clay Virtual Academy also provides a safe learning option for students with special medical requirements because learning can be done remotely.

##### 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.

Students are required to submit a minimum number of assignments weekly and remain active and on pace in each course. Teachers make contact with parents and students when assignments are past due or in the event that a student's grade has dropped to below passing. Pace charts are provided for students and their parents. Teachers are trained on how to communicate expectations to students and parents clearly. Additionally, teachers are trained on how to log contact in the online learning management system. Students who are not meeting basic pace and learning expectations are monitored and followed up with by a support team of teachers who assist in providing interventions, support, and remediation.

Administration sets clear behavioral expectations for online communication between students, teachers, and peers, as well as during face-to-face meetings. Additionally, students are expected to maintain academic integrity. When violations of these Clay Virtual policies occur, administrators handle each incident on a case-by-case basis. Academic Integrity violations are also reported to Florida Virtual School, as required as part of our franchise partnership.

**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.**

Clay Virtual Academy currently has two full-time guidance counselors who are available to meet with students and/or parents. We also have a career specialist who can offer counseling, mentoring, and other pupil services. Our guidance team focuses on fostering healthy peer relations. Just as a brick and mortar school, Clay Virtual Academy has the support of a social worker.

### 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.**

N/A

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

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



N/A

## 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

CVA works to build positive relationships with families through communication via phone, email, course announcements, face to face sessions, virtual classroom sessions, school-wide quarterly newsletters and digital social networking updates. New students and parents are invited to attend orientation at the CVA office each semester, and returning students and parents are invited to attend orientation annually. During orientation, teachers discuss course policies and strategies for success in virtual learning.

### 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.

CVA builds and sustains partnerships with a variety of businesses in our local community. CVA promotes these school/business partnerships in parent newsletters and on the school website.

CVA Business Partners that offer incentives to students for academic achievement, perfect attendance, community service, student of the month, etc.:

1. Jeremiah's Italian Ice, located on Blanding Blvd., Orange Park, Florida
2. Chick-fil-a, located on Well Road, Orange Park, Florida
3. Chick-fil-a, located on CR 220, Fleming Island, Florida
4. Chick-fil-a, located on Blanding Blvd., Middleburg, Florida
5. Chick-fil-a, located on Argyle Forest Blvd., Oakleaf, Florida
6. Skate Station, located on Blanding Blvd., Orange Park, Florida
7. Steak-n-Shake, located on Wells Road, Orange Park, Florida

CVA Business Partners that sponsor incentive and/or recognition programs for students and/or staff:

1. RPM Automotive, located on Plummer Cove Road, Jacksonville, Florida
2. Chick-fil-a, located on Well Road, Orange Park, Florida
3. Chick-fil-a, located on CR 220, Fleming Island, Florida
4. Chick-fil-a, located on Blanding Blvd., Middleburg, Florida
5. Chick-fil-a, located on Argyle Forest Blvd., Oakleaf, Florida

CVA Business Partners that sponsor fundraising events:

1. CiCi's Pizza, located on Blanding Blvd., Orange Park, Florida
2. Chick-fil-a, located on CR 220, Fleming Island, Florida
4. Chick-fil-a, located on Blanding Blvd., Middleburg, Florida
5. Chick-fil-a, located on Argyle Forest Blvd., Oakleaf, Florida



CVA Business Partners that donate or offer incentives for school spirit and participation.

1. Jacksonville Giants Basketball Organization-- 1010 E Adams St, Jacksonville, FL 32202
2. Carmike Theaters in Fleming Island-- 1820 Town Center Blvd, Fleming Island, FL 32003
3. The Jacksonville Zoo--370 Zoo Parkway, Jacksonville, FL 32218
4. The Skate Station--230 Blanding Blvd, Orange Park, FL 32073
5. Chik fila-a-located on CR 220, Fleming Island, Florida
6. The Jacksonville Jaguars--Jacksonville, Fl.
7. Adventure Landing--4825 Blanding Blvd.Jacksonville, FL 32210
8. St. Augustine Alligator Farm--999 Anastasia Blvd, St Augustine, FL 32080
9. Jumperz--1035 Blanding Blvd, Orange Park, FL 32065
10. Sonic--908 Blanding Blvd, Orange Park, FL 32065
11. Mellow Mushroom--1800 Town Center Blvd, Fleming Island, FL 32003
12. Dye-Clay YMCA--3322 Moody Ave, Orange Park, FL 32065
13. Barco-Newton YMCA--2075 Town Center Blvd, Orange Park, FL 32003
14. World Golf Village- 1 World Golf Pl, St Augustine, FL 32092
15. CiCi;s Pizza--410 Blanding Blvd #5, Orange Park, FL 32073

Clay Virtual Academy is partners with BoxTops for Education, Campbell Soup Labels for Education, and Coke Rewards to raise funds for school improvement projects.

## 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
Racine, Lana	Principal
Wadsworth, Deborah	Teacher, Career/Technical
Spencer, Sandy	Teacher, K-12
Green, Jennifer	Teacher, K-12
	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.**

CVA departmental leaders practice shared decision making by meeting regularly to discuss school wide policies and practices. In addition, CVA departmental leaders serve as instructional leaders for both full time and adjunct teachers within their specific content areas.

**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.**

CVA departmental leaders assist administration with the evaluation of online content and curricular resources in order to meet the needs of all students and maximize desired student outcomes. Lana

Racine, CVA administrator, is responsible for organizing leadership meetings as needed. Individual departmental leaders are responsible for maintaining an inventory of resources pertaining to their department. Problem solving activities include data analysis, discussion, and brainstorming within departments and among CVA leadership team members.

## 2. School Advisory Council (SAC)

### a. Membership

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

Name	Stakeholder Group
Lana Racine	Principal
Debi Sisley	Education Support Employee
Carol Cochuyt	Teacher
Joseph Stephens	Parent
Lisa Huston	Parent
Joe and Tabitha Mayo, Chick-fil-a, Oakleaf and Middleburg	Business/Community
Keisha Spencer	Parent
April Redford	Teacher
Destiny Brightman	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*

CVA's School Advisory Council will collectively review the effectiveness of the 2015-16 school improvement plan. The School Advisory Council will discuss barriers that kept our school from reaching goals set within the plan. These barriers will be addressed in the 2016-17 school improvement plan.

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

CVA's School Advisory Council will work collaboratively to develop, revise, and implement the 2016-17 school improvement plan. Each member will review the plan and provide necessary feedback for revisions. Input from all stakeholders is vital to a well-written school improvement plan, therefore input from administration, teachers, staff, parents, community members, and students is taken into consideration when writing the plan.

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

CVA's annual budget and plan are prepared by our school bookkeeper, Lori Theus, and our school principal, Lana Racine. Each year, the annual budget and plan is proposed to the School Advisory Council for approval.

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

School Improvement funds were not allocated in 2015-16 or in 2016-17. Prior use of the money (2013-2014) was designated to events that supported student motivation, including rewarding students' superior efforts at bi-annual awards ceremonies and recognizing a "student of the month" for elementary, junior high, and high school with a certificate and a gift card. This year the school worked with community partners to raise over \$2000.00 in incentive based prizes for student

engagement that rewarded students for their involvement in school activities and encouraged them to give back to their families by awarding family prizes and outings.

**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
Brightman, Destiny	Teacher, K-12
Green, Jennifer	Teacher, K-12
Racine, Lana	Principal
Spencer, Sandy	Teacher, K-12
Wadsworth, Deborah	Teacher, Career/Technical
Weaver, Gayle	Teacher, K-12
	Teacher, K-12

**b. Duties**

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

The Literacy Leadership Team is composed of school leaders and teachers from each grade level and content area. These teachers are responsible for sharing school wide initiatives, in regards to reading and writing, with the members of their team/department. Strategies that all departments are expected to implement include the ACE (Answer, Cite, Explain) Strategy and Text Chunking. Both of these reading/writing strategies directly correlate to the LAFS (Language Arts Florida Standards).

**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.**

CVA teachers collaborate with teachers of the same grade level students (elementary, junior high, high school, VLL) weekly at professional learning community meetings. During this time, teachers discuss strategies to assist students and plan activities to increase student success. In addition, teachers are invited weekly to attend technology training to support effective online instructional practices and collaborate within departments regarding their specific content areas. Additionally, teachers may choose to participate in an optional professional learning community with other virtual teachers from around the state of Florida. These PLC meetings are hosted by FLVPN (Florida Virtual Professional Network). Teachers also have the opportunity to attend or view recorded training provided by Florida Virtual School.

Library Resources have been compiled to increase student learning, both digitally, through Follett Shelf, and for check out from lexiled library housed at Clay Virtual Academy.

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

CVA administrators attend yearly teacher recruitment fairs and maintain resumes of highly qualified teachers. Increased advertisement of CVA as a new, free, public school option increases awareness about our course offerings and assists in the recruitment of additional highly qualified teachers who are certified-in-field.

In order to retain highly qualified, certified-in-field, effective teachers, CVA administrators ensure that staff/faculty feel supported by providing and encouraging regular contact, professional development, and assistance as needed.

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

The school based leadership team serves as mentors to full time and adjunct teachers within their corresponding departments. In addition, Gayle Weaver serves as a technology trainer and mentor through weekly technology training sessions.

## **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.**

Core instructional programs and materials offered by CVA are provided as part of the Florida Virtual Franchise. For these courses, Florida Virtual School meets Florida Standards and will continue to develop its curriculum to align with state and national standards, as well as parents' and students' needs.

Other courses offered by CVA are built by highly-qualified, certified-in-field, instructional staff in either Focus (district learning platform), Applied Computer Business Systems, or through Achieve 3000. These courses are aligned to Florida's standards using current information provided by Clay County Schools and the Florida Department of Education.

#### **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.**

CVA faculty closely monitors data obtained from district and state assessments in addition to individual student grades and progress within their courses. Teachers provide interventions and support students through increased communication, monitoring, tutoring, online collaborative sessions, and face to face meetings.

**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 Year

**Minutes added to school year:** 2,880

Clay Virtual Academy is unique in that it provides students with the opportunity to attend school year round. Additionally, Clay Virtual Academy accepts "Jet Pack" or "7th Period" students, who are Brick and Mortar students taking an additional online course in order to progress through their coursework more quickly or to gain credit recovery, due to previous course failures.

### **Strategy Rationale**

Year-round instruction allows for Clay Virtual Students to truly access their classes at "any time, any place, any pace". Students can select to finish their classes at an accelerated pace and continue working through the summer in order to graduate early. On an individual basis, students with a variety of different needs are allotted extended time and may work through the summer to complete courses that would be difficult for them to finish within the confines of 180 school days.

### **Strategy Purpose(s)**

- Core Academic Instruction
- Enrichment

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

Racine, Lana, lana.racine@myoneclay.net

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

The percentage of students completing courses, graduating early, completing Dual Enrollment courses (at the high school level), and completing jet pack/7th period courses will be evaluated by the school administrator, Lana Racine. This data will be collected and analyzed to determine the effectiveness of our extended school year initiative.

## **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.**

To support incoming virtual students, Clay Virtual Academy provides counseling regarding course selection and academic success. We orient students to virtual learning via face-to-face orientations, welcome calls, online tutorial sessions, and videos that demonstrate strategies for academic success. CVA faculty and staff assist students with academic success by:

- confirming technical requirements for each course
- contacting parents and students regularly
- assisting students with the creation of an individualized schedule
- assisting students with organization of instructional course materials
- assisting students with establishing a home work space
- assisting students with seeing initial success through orientation assignments that are guided.

To support outgoing virtual students, who are returning to a Brick and Mortar school, CVA provides counseling regarding course selection, pacing, and academic success. We ensure that student performance data is provided when requested.

## **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.**

Clay Virtual Academy establishes partnerships with businesses, industries, and community organizations that support our programs through funding and activities that assist students in networking with peers and instructional faculty.

Students are invited to participate in county-wide college and career nights and Jacksonville's National College Fair. We provide information about PERT, SAT and ACT testing, as well as opportunities for scholarships, including Florida Bright Futures.

We offer Dual-enrollment opportunities to students in grades 10-12, in partnership with Sante Fe State College, St. John's State College, and Florida State College of Jacksonville.

High School students also have the opportunity to be invited to participate in service organizations, such as Beta Club and National Honor Society.

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

The CTE courses offered at Clay Virtual Academy are a limited portion of the IT program right now. We offer Computing for College & Careers(CCC) -- which is equivalent to Intro. To IT, Foundations of Web Design, User Interface Design (Those three courses taken consecutively with a B or higher qualifies a student for the Gold Seal of Bright Futures). Students have the opportunity to take the Microsoft Office Specialist Certification in MS Word, MS Excel and MS PowerPoint through CCC. Clay Virtual Academy also offers three semester CTE courses that are not part of a particular program: Keyboarding, Personal & Family Finance, Applied Computer & Business Skills, Criminal Justice, and Health Services.

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

As a virtual school, career and technical education is integrated in academic courses. by default. Students must successfully use a computer/tablet, internet, Microsoft programs, typing skills, and proper etiquette skills everyday just to complete their daily course work and assignments in every course, whether academic or elective. The built in communications requirements and writing competency rigor paired with learning to mastery help to build real 21st century skills. This is initiative is to prepare students for the new standardized state test that requires students to type extended responses.

### **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.** During the 2016-17 school year, all Clay Virtual Academy teachers and staff will implement explicit instructional, monitoring, and intervention strategies to increase student engagement and achievement in every subject area and grade level. The focus behind our mastery content is to improve student learning and while increasing achievement in EOC and FSA scores Our goal is to increase our virtual completion rates above 75% to support our focus.

## 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.** During the 2016-17 school year, all Clay Virtual Academy teachers and staff will implement explicit instructional, monitoring, and intervention strategies to increase student engagement and achievement in every subject area and grade level. The focus behind our mastery content is to improve student learning and while increasing achievement in EOC and FSA scores Our goal is to increase our virtual completion rates above 75% to support our focus. **1a**

 G086138

### Targets Supported **1b**

Indicator	Annual Target
ELA/Reading Gains	76.0
4-Year Grad Rate (Standard Diploma)	85.0

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

- Parental involvement
- Student motivation

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

- Professional Learning Community (PLC) meetings
- Technology training
- Effective monitoring and communication procedures

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

CVA's goal is to see families involved in and excited about learning. The successful implementation of strategies in regard to student motivation and parent involvement will be tracked through FLVS student completion and grade reports, Achieve 3000 reports, and any other available progress monitoring data (ex. Performance Matters Testing, One Clay Writes assessments). Additionally, PLCs (Professional Learning Communities) will log and track all Academic Success Team contacts and/or techniques used for motivating students. Administration will also log all parent/student contact and provide teachers with the necessary training regarding best practices in the digital teaching environment.

#### Person Responsible

Lana Racine

#### Schedule

Semiannually, from 8/16/2016 to 6/7/2017

#### Evidence of Completion

FLVS student completion and grade reports, Achieve 3000 reports, and any other available progress monitoring data (ex. Performance Matter Testing, One Clay Writes assessments) will be used to evaluate the effectiveness of CVA's school-wide goal.

## 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

 = Problem Solving Step     S123456 = Quick Key

**G1.** During the 2016-17 school year, all Clay Virtual Academy teachers and staff will implement explicit instructional, monitoring, and intervention strategies to increase student engagement and achievement in every subject area and grade level. The focus behind our mastery content is to improve student learning and while increasing achievement in EOC and FSA scores Our goal is to increase our virtual completion rates above 75% to support our focus. **1**

 G086138

**G1.B1** Parental involvement **2**

 B228816

**G1.B1.S1** In weekly Professional Learning Community (PLC) meetings, all CVA teachers will collaborate about strategies to improve parental involvement in monitoring student progress in the one or more of the following ways: 1. Academic Success Team: Teachers will identify students who are behind pace, haven't submitted work in over one week, have a D/F average, and/or those who are not returning teacher contact. 2. Best practices for digital learners, including student motivation programs/incentives, and positive behavioral outreach. 3. Teacher training in data-tested best practices. 4. Use of team leads to assist in working with and contacting students and parents in need of remediation, assistance, or heightened communication of expectations. **4**

 S241274

**Strategy Rationale**

1. In proactive fashion, parents of students who are identified as meeting two or more on the criteria are contacted by a member of the Academic Success Team. In collaboration with students and parents, Student Success Plans will be established and tracked for these students.
2. Teachers will share research-based best practices that are successfully working to motivate students in their virtual classrooms and increase student success.
3. Teachers will seek out and receive training pertinent to the needs of their students, as deemed necessary by the members of the PLC.
4. Team Leads will create plans and communication chains for assisting students who need direct intervention.

**Action Step 1** **5**

Every effort will be made by all CVA teachers to be in attendance at weekly PLC meetings. During PLC meetings, Lead Professional Development Facilitators, as well as highly-qualified teachers, will share their expertise in order to increase parental involvement and student motivation. Meeting time is built in the weekly schedule for CVA teachers.

**Person Responsible**

Lana Racine

**Schedule**

Weekly, from 8/16/2016 to 6/7/2017

**Evidence of Completion**

PLCs will submit Weekly Team Meeting Logs, including attendance record, to Lana Racine after each meeting. Each faculty member will also sign-in each week to verify their attendance at each meeting.

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

**Person Responsible**

**Schedule**

***Evidence of Completion***

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

At the end of each semester, CVA school administration will review statistics regarding our students' successful course completion and progress monitoring data (when available).

**Person Responsible**

Lana Racine

**Schedule**

Semiannually, from 8/16/2016 to 6/7/2017

***Evidence of Completion***

FLVS completion and grade reports, Math XL reports, Achieve 3000 reports, Blackboard reports, and any other available progress monitoring data (ex. Performance Matters Testing, One Clay Writes assessments) will be used to evaluate the effectiveness of CVA's school-wide goal.

## G1.B2 Student motivation 2

 B228817

**G1.B2.S1** In weekly Professional Learning Community (PLC) meetings, all CVA teachers will collaborate about strategies to improve student progress in the one or more of the following ways: 1. Academic Success Team: Teachers will identify students who are behind pace, haven't submitted work in over one week, have a D/F average, and those who are not returning teacher contact. 2. Best practices for digital learners, including student motivation programs/incentives 3. Teacher training 4

 S241275

### Strategy Rationale

1. In proactive fashion, parents of students who are identified as meeting two or more on the criteria are contacted by a member of the Academic Success Team. Student Success Plans will be established and tracked for these students.
2. Teachers will share research-based best practices that are successfully working to motivate students in their virtual classrooms and increase student success.
3. Teachers will seek out and receive training pertinent to the needs of their students, as deemed necessary by the members of the PLC.

### Action Step 1 5

Every effort will be made by all CVA teachers to be in attendance at weekly PLC meetings.

#### Person Responsible

Lana Racine

#### Schedule

Weekly, from 8/16/2016 to 6/7/2017

#### Evidence of Completion

PLCs will submit Weekly Team Meeting Logs, including attendance record, to Lana Racine after each meeting. Each faculty member will also sign-in each week to verify their attendance at each meeting.

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

Student progress in courses, communication logs, and PLC records will be reviewed on a weekly basis by Lana Racine.

#### Person Responsible

#### Schedule

Weekly, from 8/16/2016 to 6/7/2017

#### Evidence of Completion

PLC portfolios are kept. Student monitoring concerns are sent out on a weekly basis and can be track with in the Learning Management System's Administrative interface.

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

Student progress data, communication logs, and PLC logs will be compared across time to gauge efficacy.

**Person Responsible**

**Schedule**








Monthly, from 8/16/2016 to 6/7/2017

***Evidence of Completion***

Analysis of student grade and pace data, communication logs, and PLC logs will be compared and shared specifically with individual teachers, whole faculty as applicable or with PLCs in written communication by the principal.



## IV. Implementation Timeline

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
2017					
G1.B1.S1.MA1  M321507	[no content entered]		No Start Date		No End Date one-time
G1.MA1  M321510	CVA's goal is to see families involved in and excited about learning. The successful...	Racine, Lana	8/16/2016	FLVS student completion and grade reports, Achieve 3000 reports, and any other available progress monitoring data (ex. Performance Matter Testing, One Clay Writes assessments) will be used to evaluate the effectiveness of CVA's school-wide goal.	6/7/2017 semiannually
G1.B1.S1.MA1  M321506	At the end of each semester, CVA school administration will review statistics regarding our...	Racine, Lana	8/16/2016	FLVS completion and grade reports, Math XL reports, Achieve 3000 reports, Blackboard reports, and any other available progress monitoring data (ex. Performance Matters Testing, One Clay Writes assessments) will be used to evaluate the effectiveness of CVA's school-wide goal.	6/7/2017 semiannually
G1.B1.S1.A1  A312255	Every effort will be made by all CVA teachers to be in attendance at weekly PLC meetings. During...	Racine, Lana	8/16/2016	PLCs will submit Weekly Team Meeting Logs, including attendance record, to Lana Racine after each meeting. Each faculty member will also sign-in each week to verify their attendance at each meeting.	6/7/2017 weekly
G1.B2.S1.MA1  M321508	Student progress data, communication logs, and PLC logs will be compared across time to gauge...		8/16/2016	Analysis of student grade and pace data, communication logs, and PLC logs will be compared and shared specifically with individual teachers, whole faculty as applicable or with PLCs in written communication by the principal.	6/7/2017 monthly
G1.B2.S1.MA1  M321509	Student progress in courses, communication logs, and PLC records will be reviewed on a weekly basis...		8/16/2016	PLC portfolios are kept. Student monitoring concerns are sent out on a weekly basis and can be track with in the Learning Management System's Administrative interface.	6/7/2017 weekly
G1.B2.S1.A1  A312256	Every effort will be made by all CVA teachers to be in attendance at weekly PLC meetings.	Racine, Lana	8/16/2016	PLCs will submit Weekly Team Meeting Logs, including attendance record, to Lana Racine after each meeting. Each faculty member will also sign-in each week to verify their attendance at each meeting.	6/7/2017 weekly

## V. Professional Development Opportunities

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

**G1.** During the 2016-17 school year, all Clay Virtual Academy teachers and staff will implement explicit instructional, monitoring, and intervention strategies to increase student engagement and achievement in every subject area and grade level. The focus behind our mastery content is to improve student learning and while increasing achievement in EOC and FSA scores Our goal is to increase our virtual completion rates above 75% to support our focus.

### **G1.B1** Parental involvement

**G1.B1.S1** In weekly Professional Learning Community (PLC) meetings, all CVA teachers will collaborate about strategies to improve parental involvement in monitoring student progress in the one or more of the following ways: 1. Academic Success Team: Teachers will identify students who are behind pace, haven't submitted work in over one week, have a D/F average, and/or those who are not returning teacher contact. 2. Best practices for digital learners, including student motivation programs/incentives, and positive behavioral outreach. 3. Teacher training in data-tested best practices. 4. Use of team leads to assist in working with and contacting students and parents in need of remediation, assistance, or heightened communication of expectations.

### **PD Opportunity 1**

Every effort will be made by all CVA teachers to be in attendance at weekly PLC meetings. During PLC meetings, Lead Professional Development Facilitators, as well as highly-qualified teachers, will share their expertise in order to increase parental involvement and student motivation. Meeting time is built in the weekly schedule for CVA teachers.

#### **Facilitator**

The Lead Professional Development Facilitator at CVA is Gayle Weaver. Additionally, other highly-qualified teachers may serve as professional development facilitators within each PLC, sharing best practices that they have learned through attending various trainings.

#### **Participants**

All full-time CVA teachers will participate in PLC Meetings.

#### **Schedule**

Weekly, from 8/16/2016 to 6/7/2017

## **G1.B2 Student motivation**

**G1.B2.S1** In weekly Professional Learning Community (PLC) meetings, all CVA teachers will collaborate about strategies to improve student progress in the one or more of the following ways: 1. Academic Success Team: Teachers will identify students who are behind pace, haven't submitted work in over one week, have a D/F average, and those who are not returning teacher contact. 2. Best practices for digital learners, including student motivation programs/incentives 3. Teacher training

### **PD Opportunity 1**

Every effort will be made by all CVA teachers to be in attendance at weekly PLC meetings.

#### **Facilitator**

The Lead Professional Development Facilitator at CVA is Gayle Weaver. Additionally, other highly-qualified teachers serve as professional development facilitators within each PLC, sharing best practices that they have learned through attending various trainings.

#### **Participants**

All full-time CVA teachers will participate in PLC Meetings.

#### **Schedule**

Weekly, from 8/16/2016 to 6/7/2017

## 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	Every effort will be made by all CVA teachers to be in attendance at weekly PLC meetings. During PLC meetings, Lead Professional Development Facilitators, as well as highly-qualified teachers, will share their expertise in order to increase parental involvement and student motivation. Meeting time is built in the weekly schedule for CVA teachers.				\$950.00
	Function	Object	Budget Focus	Funding Source	FTE	2016-17
			7004 - Clay Virtual Franchise	School Improvement Funds		\$950.00
			Notes: SIP/Teacher Training money will be designated to fund teacher trainings, additional conferences for students success and PLC development. The money will be used to support the teachers and the one annual conference that supports districts and virtual instruction. The FLDVIPN will be held in February of 2017. CVA will encourage every virtual teacher to attend this conference.			
2	G1.B2.S1.A1	Every effort will be made by all CVA teachers to be in attendance at weekly PLC meetings.				\$0.00
	Function	Object	Budget Focus	Funding Source	FTE	2016-17
			District-Wide	General Fund		\$0.00
			Notes: General Fund money will be designated to fund events and activities that reward positive student behaviors. These student motivation strategies may include, but are not limited to CVA's bi-annual awards ceremony and student of the month recognition.			
Total:						\$950.00