

Miami-Dade County Public Schools

# Charter High School Of The Americas



2016-17 Schoolwide Improvement Plan

## Charter High School Of The Americas

988 FLAGLER ST, Miami, FL 33130

www.lincolnmarticharterschools.com

### 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)
High School 9-12	Yes	97%
<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	Yes	100%

### School Grades History

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

N/A

### 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 Charter High School Of The Americas

DA Region and RED	DA Category and Turnaround Status
Southeast - <a href="#">LaShawn Russ-Porterfield</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.

To provide the best quality education and instill in our students values that will make them better citizens, better workers and better human beings.

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

At Charter High School of the Americas we believe that the quality of any nation, state, city, community and family must be judged by the preparation and advancement of the individuals who comprise them.

#### 2. School Environment

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

The process through which the school learns about students' cultures starts from the moment they are registered at the school. Through the registration process and completion of different questionnaires the school is able to learn about different aspects of the learners' cultures. As part of this process, the school also hosts monthly meetings with the parents, teachers and students to better understand the diversity of the school's population. Moreover, during the monthly meetings, teachers are also able to build relationships with the students while learning more about their cultures. The interdisciplinary approach is also incorporated in the Social Studies curriculum to expose students to other cultures. The school strives to ensure that all teachers build and sustain enduring relationships with their students. These relationships are based on trust and honesty, enabling the students to feel safe and respected. Moreover, these components are important in promoting a positive learning environment.

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

Safety is a top priority at our school. The administration has implemented a variety of strategies to ensure a safe and supportive school climate that encourages students' safety in all areas of the school. On an annual basis, staff members are trained on Emergency and Safety Procedures. All teachers keep a folder in their classrooms with a copy of the Emergency and Safety Procedures to ensure all protocols are properly followed in case of an emergency. Furthermore, to ensure that all students are respected, our school has a zero tolerance policy for bullying. At the beginning of every school year, the guidance counselor trains all teachers on Bullying and Harassment. Teachers are also provided with a copy of School Board Policy 5517.01 against Bullying and Harassment, and related Student Code of Conduct. Furthermore, in the Parent Resource Information Center we have a Bully Box to anonymously report harassment or any bullying incidents. Staff members are also provided with copies of the Code of Ethics that details important information on the discrimination of students. Our school also distributed the Discrimination/Harassment Posters to all staff members. In addition, to ensure all students interact safely we have hallway monitors watching bullying "hot spot areas" such as; cafeterias, bathrooms and playgrounds. The school also has a Bullying and Harassment Prevention Team that meets once a month to discuss strategies to implement. A Safety Committee is also in place to discuss any safety concerns and review protocols. In the month of October, our school supports the National Bullying Prevention by having students create banners and posters with anti-bullying messages, provide daily morning announcements with information

regarding the importance and procedures for reporting bullying. Distribute an Anti-Bullying Pledge for students to sign. The school programs a ConnectED message informing parents/guardians of the District initiative. The School Counselors provide students with instructions on how to access bullying prevention information on the District website. Teachers will deliver lessons from the Bullying and Violence Prevention Curriculum Manual found on the District website. The school's website will include a link to the District Policy Against Bullying and Harassment. The Leadership Team will plan school-wide activities on anti-bullying awareness.

**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.**

Our school wide behavioral system consists of a support team that addresses behavioral problems. The support team is comprised by the administration team, lead teachers, and the school counselor. The focus of the behavioral system is to ensure that all behavioral problems are targeted onset, avoiding further complications/situations. In order to ensure that distractions are maintained at a minimal level the administration monitors that the teachers are providing bell to bell instruction as well as interactive and engaging lessons. The lessons require high order thinking skills and daily use of technology. Teachers are required to be active and circulating the classrooms in order to avoid students' distractions and ensure that the students are engaged at all times. On an annual basis, teachers review the Students Code of Conduct with all learners; moreover, parents are also provided with a bilingual letter that details where to find the District policy. Parents are also provided with a "Parent Receipt and Acknowledgement Form" that should be reviewed, signed, dated, and returned within the first 5 days of school. Parents are also provided with a link where they can access the Code of Student Conduct. Teachers also establish clear behavioral expectations at the beginning of every school year to make students aware of school rules, consequences and rewards. This allows teachers to promote a positive school climate that supports academic achievement and promotes civility, acceptance of diversity and mutual respect. Staff members and parents are also trained on the Student Code of Conduct to ensure the system is fairly and consistently enforced.

**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 school strives to maintain a safe and positive learning environment that promotes the students' well being. The school ensures that the social and emotional needs of all students are met through a variety of services that are provided by the school counselor. At the beginning of the school year all teachers are provided with a counseling referral form; which includes the students' information and reason(s) for referral. The school counselor monitors the referral(s) process and ensures that all the social emotional needs are effectively met. The counseling groups are implemented based on students' personal needs to aid them in overcoming social barriers. Mentoring services are also provided to support students in increasing their self-esteem, improving their academic skills, attendance and social development while building positive relationships with learners and their peers. The teachers work intentionally to develop students' characters while simultaneously meeting their academics, social and emotional needs.

### 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.**

Grade-level Chairs periodically analyze students' data and report early warning indicators to the Leadership Team and school counselor. The Leadership Team will convene to determine appropriate

intervention strategies for students exhibiting two or more early warning indicators. Charter High School of the Americas consistently meets with the parents of all students that are showing early warning indicators.

High School Warning Indicators

- Attendance below 90%.
- Students who failed an ELA or Math course
- Students who score Level 1 on the FSA/EOC in either ELA or Math
- Students with one or more suspensions

**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	0
One or more suspensions	0	0	0	0	0	0	0	0	0	1	0	0	0	1
Course failure in ELA or Math	0	0	0	0	0	0	0	0	0	0	2	1	0	3
Level 1 on statewide assessment	0	0	0	0	0	0	0	0	0	30	8	5	10	53
	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	12	0	2	2	16

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

Charter High School of the Americas will create evidence-based interventions to close students' gaps related to the early warning system. For example, Attendance Works National Campaign strategies, targeted solution focused counseling (individual and/or group), and parent collaboration/education. To support English Language Learners in achieving proficiency levels and mastering grade level standards, teachers will implement a variety of interactive online resources. Teachers will also target individual needs of learners by exposing them to visual aids. Students will be using the iReady program to improve their English Language Arts and Mathematics skills to be able to achieve proficiency levels. Students will be able to use Gizmos to develop a deeper understanding of challenging concepts through inquiry and exploration. Students will be able to use EdGenuity, a rigorous Mathematics research-based online program. An effective multidisciplinary team will dedicate time to develop, implement and evaluate interventions while connecting students and their families to needed school-based and community resources. In addition, students at Charter High School of the Americas will have the opportunity to participate in the following tutoring services provided by the school: Saturday Academy, After School Tutoring, and Spring Break Camp. Students will also receive additional instruction in core subjects such as: English Language Arts, Algebra 1, Algebra 2, Geometry, and Biology during these tutoring services. To encourage and motivate students' attendance, the school is providing a vast variety of Educational Technology that allows students opportunities to engage in authentic learning. In addition, it addresses multiple intelligences and can be adapted to learners' learning styles.



## B. Family and Community Engagement

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

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

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

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

Yes

##### 1. PIP Link

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

##### 2. Description

### 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.

Parents, students, teachers, and community partners are involved in the School Advisory Council (SAC) to support the school and student achievement. The school has a Blackboard Connect System to communicate with parents in a consistent manner. This allows them to be more involved in the academic achievement of all learners. Our school collaborates with families and community members. We also respond to diverse community interests and needs, work effectively within the larger organization and mobilize community resources. The school personnel understands how students and family conditions affect learning. On an annual basis, we identify leaders in the community and their relationships to the school. We also discuss the school's vision and mission with the community in order to work together towards the same academic goals. Our school finds various resources for families from businesses and local community members that could support academic goals. Annually, the school plans different events where community members are involved to support students' achievement. For example, some of these activities are Career Day, volunteer readers, and guest speakers. Also, High School students get involved with the local community by completing community service projects. The school also builds and sustains partnerships with the local community such as, NIP Inc./ The Winner's Circle Incentive Program and DP Real Estate Holdings LLC. NIP Inc./The Winner's Circle Incentive Program aids in motivating our students to improve their academic performance, attendance, and citizenship by providing students with appealing rewards and coupons on a quarterly basis. DP Real Estate Holdings LLC supports our school with extracurricular activities by providing snacks, trophies, certificates, and diplomas.

## 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
Sanchez, Barbara	Principal
Alves, Viviana	Assistant Principal
Forjans, Licety	Administrative Support
De Paula, Sandra	Instructional Coach
Alejo, Maria	Teacher, PreK
Ramos, Rita	Teacher, K-12
Bosch, Yennisbel	Administrative Support
Corcho, Ivonne	Teacher, K-12
Perez, Claudia	School Counselor
Diaz, Marilyn	Assistant Principal

**b. Duties**

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

Barbara Sanchez, Principal, will schedule and facilitate regular Rtl meetings, ensure follow up of action steps and allocate resources. Viviana Alves, Assistant Principal, will ensure attendance of all members. Claudia Perez, Counselor, will periodically monitor students' progress. Sandra De Paula, Reading Coach, will dis-aggregate and analyze students' data. Licety Forjans, ESOL Coordinator, will ensure that students are provided with ongoing ESOL interventions. Estrella Morffi, Science Teacher, will analyze students' data and provide the team with ongoing teaching strategies. Sandra De Paula, Reading Coach, will monitor students' writing data reports to develop action plans based on students' needs. Maria Teresa Alejo, Mathematics Teacher will analyze students' data and monitor their progress. Ivonne Corcho, Science Teacher, will provide the team with different strategies based on students' current proficiency levels. Marilyn Diaz Social Studies Teacher, will monitor students' current levels and provide ongoing support to achieve proficiency levels.

In addition to Tier 1 problem solving, the Leadership Team members will meet periodically to review consensus, infrastructure, and implementation of building level MTSS.

Tier 2 and Tier 3 SST

Barbara Sanchez (Principal), Viviana Alves (Assistant Principal), Claudia Perez (Counselor), Sandra De Paula (Reading Coach), Licety Forjans (ESOL Coordinator), Maria Teresa Alejo (Mathematics Teacher), Ivonne Corcho (Science Teacher), Marilyn Diaz, (Social Studies Teacher) and Ileana Kattengell (ESE Teacher). The members of the MTSS Leadership Team will conduct regular meetings to evaluate intervention efforts for students by subject, grade, intervention, or other logical organization.

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

The MTSS Leadership Team uses the Tier 1 Problem Solving process to set Tier 1 goals, and to monitor academic and behavioral data to evaluate progress towards those goals at least three times per year by:

1. Holding regular team meetings where problem solving is the sole focus.

2. Using the four step problem solving process as the basis for goal setting, planning, and program evaluation during all team meetings that focus on increasing student achievement or behavioral success.
3. Determining how we will know if students have made expected levels of progress towards proficiency. (What progress will show a positive response?)
4. Responding when grades, subject areas, classes, or individual students have not shown a positive response.. (MTSS problem solving process and monitoring progress of instruction)
5. Responding when students are demonstrating a positive response or have met proficiency by raising goals or providing enrichment respectively.
6. Gathering and analyzing data at all Tiers to determine professional developments for faculty as indicated by group or individual student diagnostic and progress monitoring assessment.
7. Ensuring that students in need of intervention are actually receiving appropriate supplemental Tier 2 intervention. Gather ongoing progress monitoring (OPM) for all interventions and analyze that data using the Tier 2 problem solving process after each OPM.

#### Tier 2

The second level of support consists of supplemental instruction and interventions provided in addition to and in alignment with effective core instruction and behavioral supports to groups of targeted students who need additional instructional and/or behavioral support. Tier 2 problem solving meetings occur regularly (monthly is suggested) to:

1. Review OPM data for intervention groups to evaluate group and individual student response.
2. Support interventions where there is not an overall positive group response
3. Select students (see SST guidelines) for SST Tier 3 intervention

The school improvement plan (SIP) summarizes the school's academic and behavioral goals for the year and describes the school's plan to meet those goals. The specific support and actions needed to implement the SIP strategies are closely examined, planned, and monitored on the MTSS Tier 1 worksheets completed three times per year. The MTSS Problem-Solving process is used to first carry out, monitor, and adjust if necessary, the supports that are defined in the SIP. Annual goals are translated into progress monitoring (3 times per year) and ongoing progress monitoring measures (approximately once per month) that can reliably track progress on a schedule based on student need across Tiers.

Tier 2 supports are provided to students who have not met proficiency or who are at risk of not meeting proficiency.

Finally, MTSS End of Year Tier 1 problem solving evaluates the SIP efforts and dictates strategies for the next year SIP. At this time, previous years trend data across grade levels is used to examine impact grades for support focus or prevention/early intervention efforts.

While the SIP plan does not focus on the primary (untested) grades, the MTSS leadership team extends the intent of the SIP to kindergarten, first, and second grades as they contribute extensively to later grades performance and student engagement.

#### Title I, Part A

Services are provided to ensure that students requiring additional remediation are assisted through extended learning opportunities (before-school and/or after-school programs, Saturday Academy or summer school). The District coordinates with Title II and Title III in ensuring staff development needs are provided. Support services are provided to the schools, students, and families. The school will schedule meetings and activities, encourage parents to support their child's education, provide materials, and encourage parental participation in the decision making processes at the school site. Curriculum Coaches develop, lead, and evaluate school core content standards/ programs; identify and analyze existing literature on scientifically based curriculum/behavior assessment and intervention approaches. They identify systematic patterns of students' needs while working with

district personnel to identify appropriate, evidence-based intervention strategies; assist with whole school screening programs that provide early intervening services for children to be considered “at risk”. They assist in the design and implementation for progress monitoring, data collection, and data analysis; participate in the design and delivery of professional development; and provide support for assessment and implementation monitoring. Parents participate in the design of their school’s Parent Involvement Plan (PIP – which is provided in three languages at all schools), the school improvement process and the life of the school and the Title I Annual Parent Meeting at the beginning of the school year. The annual M-DCPS Title I Parent/Family Involvement Survey is intended to be used toward the end of the school year to measure the parent program over the course of the year and to facilitate an evaluation of the parent involvement program to inform planning for the following year. An all out effort is made to inform parents of the importance of this survey via CIS, Title I District and Region meetings, the Title I Newsletter for Parents, and Title I Quarterly Parent Bulletins. This survey, available in English, Spanish and Haitian-Creole, will be available online and via hard copy for parents (at schools and at District meetings) to complete. Other components that are integrated into the school-wide program include an extensive Parental Program and special support services to special needs populations such as homeless, migrant, and neglected and delinquent students.

#### Title I, Part C- Migrant

Charter High School of the Americas provide services and support to migrant students and parents. The District Migrant liaison coordinates with Title I and other programs and conducts a comprehensive needs assessment of migrant students to ensure that the unique needs of migrant students are met. Students are also provided extended learning opportunities (before-school and/or after-school, and summer school) by the Title I, Part C, Migrant Education Program.

#### Title I, Part D

The District receives funds to support the Educational Alternative Outreach program. Services are coordinated with district Dropout Prevention Programs.

#### Title II

The district uses supplemental funds for improving basic educational needs as follows:

- Training to certify qualified mentors for the New Teacher (MINT) Program
- Training for add-on endorsement programs such as Reading, Gifted, and ESOL
- Training and substitute release time for Professional Development Liaisons (PDL) at each school focusing on Professional Learning Community (PLC) development and facilitation, as well as Lesson Study Group implementation and protocols.

#### Title III

Title III funds are used to supplement and enhance the programs for English Language Learners (ELL) and immigrant students by providing funds to implement and provide:

- Reading and supplementary instructional materials
- Waterford Connection and KidBiz (hardware and software) for the development of language and literacy skills in reading, mathematics, and science.

#### Title X- Homeless

- The Homeless Assistance Programs seeks to ensure a successful educational experience for homeless children by collaborating with parent, schools, and the community.
  - Project Upstart, Homeless Children & Youth Program assist with the identification enrollment, attendance, and transportation of homeless students.
  - The Homeless liaison provides training for school registrars on the procedures for enrolling homeless students and for school counselors on the McKinney Vento Homeless Assistance Act-ensuring homeless children and youth are not to be stigmatized, separated, segregated, isolated due to their status of homeless- and are provided with entitlements.
- Projects Upstart provides a homeless sensitivity awareness campaign throughout all the schools.

### Supplemental Academic Instruction (SAI)

Charter High School of the Americas will receive funding from the Supplemental Academic Instruction (SAI) as part of its Florida Education Finance Program (FEFP) allocation.

### Violence Prevention Programs

- The Safe and Drug – Free Schools Program addresses violence and drug prevention and intervention services for students through curriculum implemented by classroom teachers, counselors, and the TRUST specialist.
- Training for technical assistance for High School teachers, administrators, counselors/TRUST specialist.

### Nutrition Programs

1. Charter High School of the Americas adheres to and implements the nutrition requirements stated in the District Wellness Policy.
2. Nutrition education, as per state Statute is taught through physical education.
3. The School Food Service, school breakfast, school lunch and aftercare snacks, follows the Healthy Food and Beverage Guidelines as adopted in the Districts Wellness Policy.
4. Involve parents in the planning and implementation of the Title I Program and extend an open invitation to our school's parent resource center or parent area in order to inform parents regarding available programs, their rights under No Child Left Behind and other referral services.
5. Increase parental engagement/involvement through developing (with on-going parental input) our school's Title I School-Parent Compact; our school's Title I Parental Involvement Plan; scheduling the Title I Annual Meeting; and other documents/activities necessary in order to comply with dissemination and reporting requirements.
6. Conduct informal parent surveys to determine specific needs of our parents, schedule workshops, Parent Academy Courses, etc., with flexible times to accommodate our parents' schedules. This impacts our goal to empower parents and build their capacity for involvement. Additionally, the M-DCPS Title I Parent/Family Survey, distributed to schools by Title I Administration, is to be completed by parents/families annually in May. The Survey's results are to be used to assist with revising our Title I parental documents for the approaching school year.

## 2. School Advisory Council (SAC)

### a. Membership

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

Name	Stakeholder Group
Barbara Sanchez	Principal
Maria T. Alejo	Teacher
Licety Forjans	Teacher
Edith Sotero	Parent
Katiuska Plunkett	Parent
Graciela Aguilar	Parent
Luisa Garcia	Parent
Alex Labrada	Student
Yamila Aguiar	Business/Community
Esly Godoy	Student
Yleana Rodriguez	Teacher
Estrella Morffi	Teacher
Patricia Rodriguez	Student
Mariela Silveira	Teacher
Marilyn Diaz	Education Support Employee
Alberto Reyes	Student
Esly Godoy	Student
	Student

**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*

An EESAC meeting was conducted on May 12, 2016 to review last year's School Improvement Plan. All strategies and effectiveness implementation of these were reviewed and discussed in the meeting. In addition, the SAC discussed the End of Year Planning worksheet which allowed parents to give their input for new possible strategies to implement for the 2016-2017 SIP. Upon reviewing all of the pertinent documentation and suggestions the EESAC members agreed on the SIP End of Year Planning Worksheet.

*b. Development of this school improvement plan*

The EESAC is the sole body responsible for developing and monitoring final decision making at the school relating to the implementation of the School Improvement Plan. The School Improvement Plan must address issues relative to core academic areas (English Language Arts, Mathematics, Writing, and Science), parental involvement, suspensions, attendance, and dropout prevention/graduation, along with budget, professional development training opportunities, instructional materials, staffing, student support services, and the ongoing monitoring of the EESAC. The EESAC must give the final approval of the School Improvement Plan, the Mid-Year Review, and the End-of-Year Review. In addition, the EESAC should receive regular reports on the implementation of the School Improvement Plan, including the progress related to implementation of the strategies and the results of benchmark and district/state assessments.

Some EESAC members form subcommittees to monitor each of the objectives in the School Improvement Plan. The subcommittees can include members of the EESAC as well as other non-members who are familiar with the various aspects of the school's programs.

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

The EESAC must advise the principal in the development of the school's budget. A portion of the school's budget is an allocation of \$5.00 for every FTE in the school, made directly to the EESAC. The school will receive EESAC funds, approximately a total of \$750.00 (\$5 per student for a total of 150 students) will be solely used for students' incentives in academic performance.

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

The allocated funds (\$5 per student for a total of 109 students= \$545.00 were used for students' incentives to encourage participation in the school's supplementary educational programs.

**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
Sanchez, Barbara	Principal
Forjans, Licety	Teacher, K-12
Alejo, Maria	Teacher, K-12
Alves, Viviana	Assistant Principal
Bosch, Yennisbel	Administrative Support
De Paula, Sandra	Instructional Coach
Ramos, Rita	Teacher, K-12
Corcho, Ivonne	Teacher, K-12
Diaz, Marilyn	Assistant Principal

**b. Duties**

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

Charter High School of the Americas will promote literacy within the school by incorporating English Language Arts strategies. The Leadership Team will focus on data analysis to monitor students' academic levels. The interdisciplinary approach will be incorporated in all core subjects and non-core subjects to promote literacy within the school. The school will also establish a D.E.A.R (Drop Everything and Read) time on daily basis from 8:00am to 8:20am. Administration will also promote literacy within the school by volunteering to read informational and argumentative texts with the students. All teachers will have a classroom library that is differentiated by students' levels. Teachers will also promote a literacy rich environment that consists of print word walls, books and reading materials. Students will also be involved in writing book reviews to be exposed to a variety of texts and genres.

**D. Public and Collaborative Teaching**

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

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

To encourage positive working relationships between teachers, our school provides a variety of strategies characterized by teamwork, congeniality, camaraderie, and professionalism. School leaders prioritize teachers' trust when they give verbal support and collaboration, providing the time and resources for educators to work together. During Grade Level meetings teachers discuss students' data, professional developments, best practices as well as effective instructional strategies. The School Reading Coach receives specialized training to facilitate improvements in low-performing core subjects. Also the Reading Coach aids teachers by collaborating in meaningful ways during Grade level meetings. The Reading Coach plays an important role in increasing the level of trust among staff members. As a Reading Coach, she brings teachers together to examine data and work on specific goals. As a result, teachers usually begin to feel less alone, more supported and more capable of collectively tackling the "big issues" that must be addressed throughout the school year.

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

The institution provides current information of openings on the school's website as well as on different newspapers and online sources. The new staff members go through an interview process to ensure that they meet the necessary requirements to attain the new position(s). Once new teachers are recruited based on the years of experience in the field of education, a mentoring program is implemented. New teachers also become part of a Professional Learning Community to be actively engaged in the learning process. To retain Highly Qualified Teachers, Certified-in-field, our school provides annual incentives based on their achievements. Teachers are also recognized and receive annual incentives for having perfect attendance throughout the school year.

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

Experienced teachers in the same grade level will mentor new teachers. Teachers with experience in incorporating the interdisciplinary approach, the FCIM, and differentiated instruction will support non-experienced teachers. The mentoring activities will include: grade level meetings, common planning, and co-teaching while implementing different strategies and best practices.

New Teachers/Mentors

Edwina Fernandez/ Yleana Rodriguez  
Mariela Silveira/ Sandra De Paula

## **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.**

The school has ensured to accomplish this goal by getting access to Core instructional programs that include Reading Plus, Edgenuity, i-Ready, Khan Academy and Gizmos. The school's priority is that every student has critical English Language Arts skills in order to meet the demands of College and Career. The teachers are also utilizing supplemental resources and websites to meet the individual



needs of students while improving their teaching approaches. CPALMS constitutes one of the main websites recommended to be utilized by teachers to become more knowledgeable on the new Florida Standards. New instructional materials that correlate with the Florida Standards have been purchased this school year. For the extended learning day different resources aligned to the Florida Standards have been purchased from Triumph Learning. Some of these resources are: Common Core Coach, Florida Coach Jumpstart, Florida Instruction Coach, Common Core Support Coach, and ACT Coach.

## **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.**

Teachers will be assessing students periodically to monitor their progress and areas of need. Based on students' needs the teachers will develop monthly focus calendars to expose students to secondary benchmarks. Teachers will also differentiate instruction while doing rotational centers on a daily basis to provide students with individualized supplemental resources based on their needs. Students were placed in Intensive Reading and/or Intensive Mathematics classes based on their levels on state assessments to provide them with additional instruction based on their academic needs. Students will also be assessed on the FAIR to periodically monitor their progress. Students placed in Tier 2 and Tier 3 interventions will receive 30 to 45 minutes additional time daily with a specialized intervention teacher that will provide them with resources and strategies to achieve proficiency levels. Intervention teachers will monitor students' progress on a weekly basis. All students will have an extended learning hour on a daily basis. Students will also have Saturday Academy starting in January through April. Teachers in all grade levels are incorporating ESOL strategies in their daily lessons to help students become English proficient.

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

**Strategy:** Extended School Day

**Minutes added to school year:** 10,800

The school uses supplemental instructional materials to target the needs of individual learners, while being exposed to different instructional strategies, some of the ELA, Science and Social Studies strategies are : think aloud, think-pair-share, Pause and Wonder, QAR Questions, Writing Questions, Read Alouds, Turn and Talk, Note Taking, Character Sorts, Writing Journals, Buddy Reading, Story Retelling, DRTA, research-based learning, Graphic Organizers and Story Maps, Readers Theater, Stop and Think,modeling, concept maps, and Literature Circles.

Some of the Mathematics strategies that will be incorporated are: Problem Solving Process, Visual Vocabulary, Reasoning abstractly and Quantitatively, demonstrations and modeling, constructing viable arguments and critique the reasoning of others, interactive lecture demonstrations, guided discovery problems,process-oriented guided inquiry approach, high quality problem sets, apply math in other content areas, think-practice-integrate, make connections, graphic organizers, and think-pair-shair.

Supplemental Materials that will be used for the Extended Learning Day:

Biology-Florida Coach EOC Biology I  
Biology-Florida Coach Jumpstart Biology I  
Algebra I-Common Core Coach  
Florida Instruction Coach Algebra I  
Florida Instruction Coach Geometry  
ACT Coach Mathematics  
ACT Coach English, Reading, and Writing  
Florida Instruction Coach Composition I  
Florida Instruction Coach Composition II  
Florida Instruction Coach American Literature and Informational Texts I  
Florida Instruction Coach World Literature and Informational Texts I  
Florida Instruction Coach American Literature and Informational Texts II  
Florida Instruction Coach World Literature and Informational Texts II  
Florida Coach EOC Biology  
Florida Coach Jumpstart Biology

### ***Strategy Rationale***

Research shows that extending instructional time for the students who need it most can improve student learning and effectively close the achievement gap for students that are performing below grade level and/or not meeting grade level standards. Supplemental Resources aligned to the New Florida Standards will be used to expose students to additional instructional strategies and best practices based on their individual needs.

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

- Core Academic Instruction
- Enrichment

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

Alves, Viviana, 949910@dadeschools.net

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

Data will be collected at the end of each lesson/unit. Data will be disaggregated and analyzed with the students and future goals will be set. Data will be discussed in grade level meetings to evaluate effectiveness of instructional strategies.

## 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.**

Charter High School of the Americas has established different strategies to support incoming and outgoing cohorts of students in transition. Appropriate screening, diagnostics, progress monitoring, and outcome measures are used to set goals, targets for the year, and differentiate instruction to meet the various needs of students. Middle School students transitioning to High School will be provided with a list of elective courses that will be offered. Group meetings with with school counselor will be held to explore High School transition issues and concerns. Middle School and High School teachers from Lincoln-Marti Charter Schools, Little Havana and Charter High School of the Americas will meet to discuss academic and developmental assistance to better support learners through the transition process. Orientation meetings will be held in the summer to aid middle school students in transitioning to High School. Families will be able to meet the High School teachers and familiarize themselves with the graduation requirements and school campus. The school also maintains a database to identify and meet with at-risk students to discuss graduation options, credit recovery programs and ensure enrollment in recommended programs. Counselors also meet with high school students to discuss graduation requirements and the importance of monitoring their GPA throughout the year. All students are highly encouraged to enroll in Honors courses as an opportunity to prepare for post-secondary preparation. Students are also encouraged to utilize the College Board tutorials for remediation and SAT preparation. Students have the opportunity to take the PSAT to help them prepare for the SAT. Counselors also meet on an annual basis with students to distribute credit histories, recommend interventions and course recovery options. Students will continue to be provided with waivers in order to assist with the financial burden of the examination. Seniors will be taken to State Universities to experience college campus life. Guest speakers from various local universities will be invited to our campus to provide students will information on admission requirements, study programs, scholarships, and dual enrollment programs. Seniors will be required to submit a senior exit portfolio. This portfolio includes a description and reflection of their Service Learning Project. Students in High School will be involved in an ongoing project to better prepare them for career readiness. The project involves developing a cover letter, resume, references, and letters of recommendations.

### 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.**

Charter High School of the Americas offers the opportunity to all students to apply and integrate courses that help them to recognize a relationship between subjects relevant to their futures. Students are encouraged to take elective courses that are aligned within an area that may be relevant to the students' future studies. Additionally, core content departments are encouraged to work in alignment with electives and vocational courses in order for students to see the relationship between concepts being taught and real world experiences and situations. As part of the curriculum all 9th grade students will receive instruction in academic and career planning to help them be prepared for their career development and post-secondary endeavors. School Counselors at Charter High School

of the Americas will meet with students in a whole group and one-to-one setting to discuss subject selection and career choices throughout the school year as well as future goals. The CAP advisor will also conduct several workshops throughout the school year for both parents and students to help them be prepared for the demands and requirements of Colleges and Universities. Other strategies to support College and Career Awareness include:

- College Presentations throughout the school year
- College Fair for students to obtain information about different schools
- Career Day to learn about different jobs and fields of study
- College Workshop presentations to prepare students about college essays, applications, scholarships and resumes
- Financial Aid Presentation for parents and students to help them prepare for the FAFSA

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

All students entering Charter High School of the Americas will gain an understanding of business and industry workforce requirements by acquiring ready to work and other industry certifications. Students' readiness for postsecondary opportunities will be strengthened with the integration of academic, career, technical education components and a coherent sequence of courses. Our school will also promote CTE awareness through activities such as Academic/Career Fairs, Open House and activities with feeder pattern schools. On an annual basis, the school surveys the students to see what their career future expectations are. This allows the school to develop a curriculum plan based on the relevance to the students' future. These courses allow the students to experience the different responsibilities of each field.

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

Charter High School of the Americas offers all students the opportunity to explore and become more prepared for their academic endeavors; through skill development and practical work experiences. Students are taught academic concepts as they acquire hands-on experience and skills by designing and building inquiry based projects. We also encourage the advancement of the intermediate and CTE curriculum by using Project Based Learning with our current students. Our school provides counseling services to all students in order to select the appropriate program, as well as the correct course sequence to take. Students will also be provided with various opportunities to become more involved in competitions that focus on STEM related topics, such as, Science Fair. The school counselor will help students register to take the SAT and ACT. Colleges and Universities will also be invited to visit the school to provide parents and students with information on how to apply for different academic programs and/or scholarships.

**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.**

Charter High School of the Americas is preparing all students for post-secondary transition by offering the mandated courses to comply with the State's graduation requirements. We are also encouraging students to take Advanced Placement classes to challenge them. Teachers are also encouraging students to take Advanced courses while recommending learners to meet with the guidance counselor to discuss these classes and their post-secondary educational plans. Charter High School of the Americas will consistently hold student/parent conferences to discuss their future goals and graduation requirements.

## 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.** The 2016-2017 goal for Charter High School of the Americas is to increase student achievement by improving core instruction in all areas.

## 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.** The 2016-2017 goal for Charter High School of the Americas is to increase student achievement by improving core instruction in all areas. 1a

G088128

**Targets Supported** 1b

Indicator	Annual Target
4-Year Grad Rate (Standard Diploma)	60.0
4-Year Grad Rate (At-Risk)	40.0
Algebra I EOC Pass Rate	91.0
Geometry EOC Pass Rate	82.0
Bio I EOC Pass	82.0
CELLA Listening/Speaking Proficiency	44.0
CELLA Writing Proficiency	30.0

**Targeted Barriers to Achieving the Goal** 3

- Writing fluency is impacting the students' ability to cite and find evidence to support their writing. In turn, students have difficulty in organizing and structuring their ideas in a logical order.
- Reading comprehension skills are impacting the students' abilities to interpret primary and secondary sources of information and using multimedia sources to examine opposing points of view on a variety of subject matters.
- Higher order thinking questions hinders students' from engaging in academic discourses.

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

- Florida Instruction Coach Algebra I
- Florida Instruction Coach Geometry
- ACT Coach Mathematics
- ACT Coach English, Reading, and Writing
- Florida Instruction Coach Composition I
- Florida Instruction Coach Composition II
- Florida Instruction Coach American Literature and Informational Texts I-II
- Florida Instruction Coach World Literature I-II
- Florida Coach EOC Biology
- Florida Coach Jumpstart Biology
- Everglades Algebra 1 EOC
- Everglades FL Geometry EOC Math
- Prentice Hall Biology
- Prentice Hall Chemistry
- Edge B
- Edge Interactive Practice Book B
- Edge B Practice Book Grammar & Writing

- Edge C
- Edge Interactive Practice Book C
- Edge C Practice Book Grammar & Writing
- Reading Plus
- I- READY Reading
- I-READY Mathematics
- HMH Collections Grades 9-12
- HMH Algebra I
- HMH Algebra II
- HMH Geometry
- Marine Science: The Dynamic Ocean
- HMH Close Reading
- Mc-Graw Hill: American Government Our Democracy
- Mc-Graw Hill: Understanding Economics
- CPO Science: Physical Education Lab Manual

### Plan to Monitor Progress Toward G1. 8

Administration and the Leadership team will monitor for progress toward meeting the core instructional goal through the continuous review and analysis of district and classroom data.

#### **Person Responsible**

Viviana Alves

#### **Schedule**

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

#### **Evidence of Completion**

Daily use of Writing Journals, Assessment results, Classroom observations, Leadership Team Meeting Agendas and sign-in sheets, Administrative data chats.



## 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.** The 2016-2017 goal for Charter High School of the Americas is to increase student achievement by improving core instruction in all areas. **1**

 G088128

**G1.B1** Writing fluency is impacting the students' ability to cite and find evidence to support their writing. In turn, students have difficulty in organizing and structuring their ideas in a logical order. **2**

 B234355

**G1.B1.S1** Students will be exposed to daily journal writing and collaborative writing activities throughout the curriculum. **4**

 S247112

### **Strategy Rationale**

To increase students proficiency levels on the English Language Arts 2017 Florida Standards Assessments.

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

Students will be involved in daily pre-writing activities. They will be using graphic organizers to organize their ideas and brainstorm on a variety of topics. Learners will also be involved in peer review activities to aid in the development of their writing. Students will have writing journals and/or folders to practice their writing skills on a daily basis. They will also utilize the different strategies to enhance their writing skills while considering multiple perspectives in order to write for different audiences.

#### **Person Responsible**

Barbara Sanchez

#### **Schedule**

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

#### **Evidence of Completion**

Writing journals and/or folders, rubrics, research projects, graphic organizers, and lessons plans

## Action Step 2 5

Students will use graphic organizers on a daily basis to organize their ideas in a variety of subjects. Students will be involved in quick writing activities to independently explain open ended or specific questions in their journals.

### **Person Responsible**

Barbara Sanchez

### **Schedule**

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

### **Evidence of Completion**

Writing journals and/or folders, concept maps, rubrics

## Action Step 3 5

Students will be involved in writing activities in the Science classes. They will be conducting investigations, developing lab reports, research projects and elaborating daily journal responses. Students will demonstrate understanding of scientific concepts by writing their observations, reflections, questions, predictions and conclusions. Students will also develop vocabulary skills through daily writing practice.

### **Person Responsible**

Barbara Sanchez

### **Schedule**

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

### **Evidence of Completion**

Writing journals and/or folders, rubrics, and lesson plans

#### Action Step 4 5

Students will utilize graphic organizers in daily lessons to organize their ideas on a variety of social studies/history concepts and/or events. Students will be involved in debates to express their views points and consider counter arguments. Learners will use writing journals to elaborate on specific topics and demonstrate understanding of social studies concepts and events.

**Person Responsible**

Barbara Sanchez

**Schedule**

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

**Evidence of Completion**

Writing journals and/or folders, rubrics, graphic organizers and lesson plans

#### Action Step 5 5

Teachers will participate in a Close Reading Professional Development.

**Person Responsible**

Viviana Alves

**Schedule**

On 8/15/2016

**Evidence of Completion**

Professional developments sign in sheets and power point presentation

#### Action Step 6 5

Daily walk throughs will be conducted by administration to check for the implementation of daily writing journal and teacher feedback.

**Person Responsible**

Viviana Alves

**Schedule**

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

**Evidence of Completion**

Walk through checklists

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

Administration will conduct daily walk throughs to monitor the fidelity of implementation. A classroom checklist will be used as a tool during the walk throughs to monitor daily use of writing journals and corrective/descriptive feedback being provided to all learners.

**Person Responsible**

Viviana Alves

**Schedule**

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

***Evidence of Completion***

Writing journals and/or folders, rubrics, and classroom checklist(s)

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

During grade level bi-weekly meetings, teachers will discuss students' academic progress and writing improvement. Teachers will analyze data from weekly assessments in order to discuss and incorporate writing best practices in daily lessons.

**Person Responsible**

Sandra De Paula

**Schedule**

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

***Evidence of Completion***

Agendas and sign-in sheets of grade level meetings and students' data from weekly assessments

**G1.B2** Reading comprehension skills are impacting the students' abilities to interpret primary and secondary sources of information and using multimedia sources to examine opposing points of view on a variety of subject matters. 2

B234356

**G1.B2.S1** Students will be exposed to daily reading assignments with different primary and secondary sources. 4

S247114

### Strategy Rationale

To increase students proficiency levels on the English Language Arts 2017 Florida Standards Assessments.

### Action Step 1 5

Students will read primary and secondary sources throughout their curriculum to gain knowledge of the subject being taught.

#### Person Responsible

Sandra De Paula

#### Schedule

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

#### Evidence of Completion

Graphic organizers, text books, books and handouts

### Action Step 2 5

Students will use graphic organizers on a daily basis to organize their ideas based on a variety of subject area.

#### Person Responsible

Viviana Alves

#### Schedule

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

#### Evidence of Completion

Graphic organizers and handouts

### Action Step 3 5

All teachers will attend Professional Developments for close reading and how to use graphic organizers. This will help teachers teach students how to read primary and secondary sources for comprehension and also how to organize their ideas as the students read.

#### **Person Responsible**

Viviana Alves

#### **Schedule**

On 8/17/2016

#### ***Evidence of Completion***

Professional developments sign in sheets and power point presentations

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

Administration will conduct daily walkthroughs to monitor for fidelity of implementation. A classroom checklist will be used as a tool during the walkthroughs to monitor daily use of primary and secondary sources, as well as graphic organizers, which should be provided to all learners.

#### **Person Responsible**

Sandra De Paula

#### **Schedule**

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

#### ***Evidence of Completion***

Graphic organizers, text books, books, handouts, and classroom checklist(s)

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

During biweekly grade level meetings, teachers will discuss students' academic progress and improvement in reading comprehension. Teachers will analyze data from weekly assessments to discuss and incorporate best practices in daily lessons.

**Person Responsible**

Sandra De Paula

**Schedule**

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

***Evidence of Completion***

Agendas and sign-in sheets of grade level meetings and students' data from weekly assessments



**G1.B3** Higher order thinking questions hinders students' from engaging in academic discourses. 2

B234357

**G1.B3.S1** Students will be exposed to daily higher order thinking questions and questioning strategies during class discussions. 4

S247117

### **Strategy Rationale**

To increase students proficiency levels on the 2017 English Language Arts Florida Standards Assessments and Mathematics End of Course assessments.

### **Action Step 1** 5

Students will be involved in a series of questioning techniques ranging from the basics of recalling to the more challenging questions asking them to evaluate and create on a given subject, so that the student gains knowledge and also increases their potential in a range of higher order thinking questions.

#### **Person Responsible**

Viviana Alves

#### **Schedule**

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

#### **Evidence of Completion**

Higher order thinking questions templates and lesson plans

### **Action Step 2** 5

All teachers will attend a Professional Development in the types of higher order thinking questions, so they can apply them to their teaching on a daily basis.

#### **Person Responsible**

Viviana Alves

#### **Schedule**

On 10/3/2016

#### **Evidence of Completion**

Professional Development sign in sheets and power points

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

Administration will conduct daily walkthroughs to monitor for fidelity of implementation. A classroom checklist will be used as a tool during the walkthroughs to monitor the daily use of higher order thinking questions for all learners.

**Person Responsible**

Viviana Alves

**Schedule**

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

***Evidence of Completion***

Walk through check lists and lesson plans

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

During biweekly grade level meetings teachers will discuss students' academic progress and improvement answering higher order thinking questions. Teachers will analyze data from weekly assessments to discuss and incorporate best practices in daily lessons.

**Person Responsible**

Sandra De Paula

**Schedule**

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

***Evidence of Completion***

Agendas and sign-in sheets of grade level meetings and students' data from weekly assessments

## 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.A5 A321536	Teachers will participate in a Close Reading Professional Development.	Alves, Viviana	8/15/2016	Professional developments sign in sheets and power point presentation	8/15/2016 one-time
G1.B2.S1.A3 A321540	All teachers will attend Professional Developments for close reading and how to use graphic...	Alves, Viviana	8/17/2016	Professional developments sign in sheets and power point presentations	8/17/2016 one-time
G1.B3.S1.A2 A321542	All teachers will attend a Professional Development in the types of higher order thinking...	Alves, Viviana	10/3/2016	Professional Development sign in sheets and power points	10/3/2016 one-time
G1.MA1 M334657	Administration and the Leadership team will monitor for progress toward meeting the core...	Alves, Viviana	8/22/2016	Daily use of Writing Journals, Assessment results, Classroom observations, Leadership Team Meeting Agendas and sign-in sheets, Administrative data chats.	6/8/2017 weekly
G1.B1.S1.MA1 M334651	During grade level bi-weekly meetings, teachers will discuss students' academic progress and...	De Paula, Sandra	8/22/2016	Agendas and sign-in sheets of grade level meetings and students' data from weekly assessments	6/8/2017 biweekly
G1.B1.S1.MA1 M334652	Administration will conduct daily walk throughs to monitor the fidelity of implementation. A...	Alves, Viviana	8/22/2016	Writing journals and/or folders, rubrics, and classroom checklist(s)	6/8/2017 daily
G1.B1.S1.A1 A321532	Students will be involved in daily pre-writing activities. They will be using graphic organizers to...	Sanchez, Barbara	8/22/2016	Writing journals and/or folders, rubrics, research projects, graphic organizers, and lessons plans	6/8/2017 daily
G1.B1.S1.A2 A321533	Students will use graphic organizers on a daily basis to organize their ideas in a variety of...	Sanchez, Barbara	8/22/2016	Writing journals and/or folders, concept maps, rubrics	6/8/2017 daily
G1.B1.S1.A3 A321534	Students will be involved in writing activities in the Science classes. They will be conducting...	Sanchez, Barbara	8/22/2016	Writing journals and/or folders, rubrics, and lesson plans	6/8/2017 daily
G1.B1.S1.A4 A321535	Students will utilize graphic organizers in daily lessons to organize their ideas on a variety of...	Sanchez, Barbara	8/22/2016	Writing journals and/or folders, rubrics, graphic organizers and lesson plans	6/8/2017 daily
G1.B1.S1.A6 A321537	Daily walk throughs will be conducted by administration to check for the implementation of daily...	Alves, Viviana	8/22/2016	Walk through checklists	6/8/2017 daily
G1.B2.S1.MA1 M334653	During biweekly grade level meetings, teachers will discuss students' academic progress and...	De Paula, Sandra	8/22/2016	Agendas and sign-in sheets of grade level meetings and students' data from weekly assessments	6/8/2017 biweekly
G1.B2.S1.MA1 M334654	Administration will conduct daily walkthroughs to monitor for fidelity of implementation. A...	De Paula, Sandra	8/22/2016	Graphic organizers, text books, books, handouts, and classroom checklist(s)	6/8/2017 daily
G1.B2.S1.A1 A321538	Students will read primary and secondary sources throughout their curriculum to gain knowledge of...	De Paula, Sandra	8/22/2016	Graphic organizers, text books, books and handouts	6/8/2017 daily
G1.B2.S1.A2 A321539	Students will use graphic organizers on a daily basis to organize their ideas based on a variety of...	Alves, Viviana	8/22/2016	Graphic organizers and handouts	6/8/2017 daily
G1.B3.S1.MA1 M334655	During biweekly grade level meetings teachers will discuss students' academic progress and...	De Paula, Sandra	8/22/2016	Agendas and sign-in sheets of grade level meetings and students' data from weekly assessments	6/8/2017 biweekly
G1.B3.S1.MA1 M334656	Administration will conduct daily walkthroughs to monitor for fidelity of implementation. A...	Alves, Viviana	8/22/2016	Walk through check lists and lesson plans	6/8/2017 daily
G1.B3.S1.A1 A321541	Students will be involved in a series of questioning techniques ranging from the basics of...	Alves, Viviana	8/22/2016	Higher order thinking questions templates and lesson plans	6/8/2017 daily

## V. Professional Development Opportunities

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

**G1.** The 2016-2017 goal for Charter High School of the Americas is to increase student achievement by improving core instruction in all areas.

**G1.B1** Writing fluency is impacting the students' ability to cite and find evidence to support their writing. In turn, students have difficulty in organizing and structuring their ideas in a logical order.

**G1.B1.S1** Students will be exposed to daily journal writing and collaborative writing activities throughout the curriculum.

### PD Opportunity 1

Teachers will participate in a Close Reading Professional Development.

#### Facilitator

NAEP

#### Participants

All teachers

#### Schedule

On 8/15/2016

**G1.B2** Reading comprehension skills are impacting the students' abilities to interpret primary and secondary sources of information and using multimedia sources to examine opposing points of view on a variety of subject matters.

**G1.B2.S1** Students will be exposed to daily reading assignments with different primary and secondary sources.

### PD Opportunity 1

Students will read primary and secondary sources throughout their curriculum to gain knowledge of the subject being taught.

#### Facilitator

Sanchez, Barbara

#### Participants

All Teachers

#### Schedule

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

**G1.B3** Higher order thinking questions hinders students' from engaging in academic discourses.

**G1.B3.S1** Students will be exposed to daily higher order thinking questions and questioning strategies during class discussions.

**PD Opportunity 1**

All teachers will attend a Professional Development in the types of higher order thinking questions, so they can apply them to their teaching on a daily basis.

**Facilitator**

Viviana Alves

**Participants**

All teachers

**Schedule**

On 10/3/2016

## 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	Students will be involved in daily pre-writing activities. They will be using graphic organizers to organize their ideas and brainstorm on a variety of topics. Learners will also be involved in peer review activities to aid in the development of their writing. Students will have writing journals and/or folders to practice their writing skills on a daily basis. They will also utilize the different strategies to enhance their writing skills while considering multiple perspectives in order to write for different audiences.				\$1,523.20
	Function	Object	Budget Focus	Funding Source	FTE	2016-17
			7080 - Charter High School Of The Americas	Title I, Part A		\$1,523.20
<i>Notes: I-READY Reading and Mathematics licenses</i>						
2	G1.B1.S1.A2	Students will use graphic organizers on a daily basis to organize their ideas in a variety of subjects. Students will be involved in quick writing activities to independently explain open ended or specific questions in their journals.				\$8,517.00
	Function	Object	Budget Focus	Funding Source	FTE	2016-17
			7080 - Charter High School Of The Americas	Title I, Part A		\$8,517.00
<i>Notes: Triumph learning tutoring curriculum materials</i>						
3	G1.B1.S1.A3	Students will be involved in writing activities in the Science classes. They will be conducting investigations, developing lab reports, research projects and elaborating daily journal responses. Students will demonstrate understanding of scientific concepts by writing their observations, reflections, questions, predictions and conclusions. Students will also develop vocabulary skills through daily writing practice.				\$0.00
4	G1.B1.S1.A4	Students will utilize graphic organizers in daily lessons to organize their ideas on a variety of social studies/history concepts and/or events. Students will be involved in debates to express their views points and consider counter arguments. Learners will use writing journals to elaborate on specific topics and demonstrate understanding of social studies concepts and events.				\$0.00
5	G1.B1.S1.A5	Teachers will participate in a Close Reading Professional Development.				\$0.00
6	G1.B1.S1.A6	Daily walk throughs will be conducted by administration to check for the implementation of daily writing journal and teacher feedback.				\$0.00
7	G1.B2.S1.A1	Students will read primary and secondary sources throughout their curriculum to gain knowledge of the subject being taught.				\$11,924.00
	Function	Object	Budget Focus	Funding Source	FTE	2016-17
			District-Wide	General Fund		\$11,924.00
<i>Notes: Core instructional materials for Mathematics</i>						

8	G1.B2.S1.A2	Students will use graphic organizers on a daily basis to organize their ideas based on a variety of subject area.				\$0.00
9	G1.B2.S1.A3	All teachers will attend Professional Developments for close reading and how to use graphic organizers. This will help teachers teach students how to read primary and secondary sources for comprehension and also how to organize their ideas as the students read.				\$0.00
10	G1.B3.S1.A1	Students will be involved in a series of questioning techniques ranging from the basics of recalling to the more challenging questions asking them to evaluate and create on a given subject, so that the student gains knowledge and also increases their potential in a range of higher order thinking questions.				\$748.00
	Function	Object	Budget Focus	Funding Source	FTE	2016-17
			District-Wide	General Fund		\$748.00
			<i>Notes: Core instructional materials for Science</i>			
11	G1.B3.S1.A2	All teachers will attend a Professional Development in the types of higher order thinking questions, so they can apply them to their teaching on a daily basis.				\$0.00
					<b>Total:</b>	<b>\$22,712.20</b>