

Miami-Dade County Public Schools

# Pine Lake Elementary School



2017-18 Schoolwide Improvement Plan

# Pine Lake Elementary School

16700 SW 109TH AVE, Miami, FL 33157

<http://pinelake.dadeschools.net/>

## School Demographics

<b>School Type and Grades Served</b> (per MSID File)	<b>2016-17 Title I School</b>	<b>2016-17 Economically Disadvantaged (FRL) Rate</b> (as reported on Survey 3)
Elementary School PK-5	Yes	98%
<b>Primary Service Type</b> (per MSID File)	<b>Charter School</b>	<b>2018-19 Minority Rate</b> (Reported as Non-white on Survey 2)
K-12 General Education	No	97%

## School Grades History

Year	2016-17	2015-16	2014-15	2013-14
Grade	C	D	C*	A

*\*Informational Baseline School Grade*

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

## School Board Approval

This plan is pending approval by the Dade 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 that has a school grade of D or F.

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 (see page 4). For schools receiving a grade of A, B, or C, the district may opt to require a SIP using a template of its choosing.

This document was prepared by school and district leadership using the FDOE'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 two 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** - A school with a current school grade of A, B, or C; charter schools; and ungraded schools.
- **Targeted Support and Improvement** - A school with a current school grade of an initial D.
- **Comprehensive Support and Improvement** - A school with a current school grade of F or two consecutive grades of D, or a high school with a graduation rate of 67 percent or less in the most recent data release.

### DA Turnaround Status

Additionally, Comprehensive Support and Improvement schools have a turnaround status of "Implementing," based on a school's grades history, including the current school grade:

- 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.

### 2017-18 DA Category and Statuses for Pine Lake Elementary School

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

## I. Part I: Current School Status

### A. Supportive Environment

#### 1. School Mission and Vision

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

Pine Lake Elementary school's mission is to inspire all students to develop marketable 21st century skills. These skills include reading, writing, mathematics, computer knowledge, collaboration and the integrity of being a responsible and productive citizen. Each person affiliated with our school is a valued, needed member of the Pine Lake family. Every Pine Lake student is responsible for promoting positive learning opportunities in a caring, equitable manner. This environment will enable all to develop fully their academic, emotional, social, and physical potential and, thus be empowered to assume responsible citizenship in our community, state and nation. To this end, we value achievement, respect and concern for others, affiliation and pride, diversity, equity and opportunity, communication, safety and order, collaboration, responsibility and accountability, and trust as cornerstones of our learning community.

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

We are committed to academic excellence and environmental awareness.

#### 2. School Environment

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

Staff members create a climate of acceptance and respect of all staff and their students. Staff members are attentive and responsive to individual children and interact with children in a way that builds confidence, extends learning, encourages values, and builds trusting relationships. Staff members continuously model appropriate behaviors and social adjustments. Behavior guidance strategies preserve the dignity of every child and in return builds a mutual respect and relationship between students and staff.

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

At Pine Lake Elementary all stakeholders are encouraged to play an active role in ensuring a positive learning environment is provided for our students before, during and after school. This includes participation in school-wide events and extra-curricular activities before, during, and after school as well as providing volunteer service in a capacity which promotes positive student behavior. These activities include:

\*Listeners/Oyentes: Trained parents serve as adult listeners for troubled students and/or students referred for behavioral concerns.

\*Read To a Child: Volunteer business leaders serve to reward students during lunch time by sharing time with small groups to read and eat together in locations other than the cafeteria.

\*Career Day Speakers: Parents and Volunteers serve as role models during career week to model the proper decorum and work ethic as it relates to careers. This helps to reinforce with students the importance of proper behaviors towards the pathway to college and careers.

Providing activities at a variety of times throughout the day, evening and school year, allow for greater parental participation in school-wide events providing a sense of community before during and beyond the school day.

Pine Lake Elementary recognizes the importance of leveraging resources and cultivating partnerships with outside agencies and non-profit organizations to create an educational atmosphere whereby students feel safe, respected and nurtured through and beyond the instructional school day. This contributes to creating positive learning environment as well. Students participate in the following groups:

- YMCA
- 21st Century After School Program (ASP)
- Read To a Child
- Continental Society

\*Volunteers participate throughout the school to provide incentives for students, club opportunities and academic supports which are reflected through improved students behavior. These groups include:

- \*The Continentals - providing student incentives and club sponsorship (Scrabble, reading)
- \*Read To a Child - providing volunteers that read with students during lunch and encourage the love of reading and learning

**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.**

Teachers will be provided with Professional Development on key concepts regarding internal/external behavior and understanding why problem behaviors occur

1. Functional Adaptive Behaviors (FAB)
2. Behavior Intervention Plans (BIP)
3. Implementation of Strategies/Interventions through Framework of Effective Instruction (FEI)
4. Data collection tools to implement and facilitate the RtI process
5. Use of behavior contracts/charting

\* Providing support to teachers and other school staff to ensure that they are clear about the plan and have the necessary skills for implementing specific interventions

\* Discuss priorities or goals outlining the importance of healthy social, behavioral, emotional, ethical, and intellectual development

\* Reviewing data on intervention outcomes and student academic and behavioral progress (RtI) Strategies/Data Collection/ SST Meetings/Review

\* Receiving recommendations regarding individual behavior plans (FAB and BIP) Support Team includes: SST coordinator/Guidance Counselor/Psychologist/SPED Teacher

Professional development will be targeting the following areas with the integration of Miami-Dade County Positive School-Wide Strategies and Incentive Program.

\* Corrective strategies will include teachers enforcing the school-wide discipline plan by reviewing classroom and school rules and daily procedures. A key element to corrective discipline is to anticipate that it will be needed, having a clear plan of corrective action and being aware of the classroom activity so disruptions are addressed immediately.

\* Posting a list of unacceptable behaviors such as hitting, talking disparagingly, interrupting, moving around the classroom without permission, teasing and yelling. Teachers will role model the behaviors that are expected from the students.

\* Promoting a School Wide Alternative to Suspension Plan

\* Reducing and eliminating undesired behaviors must be done by first acknowledging disruptive behavior immediately and follow-up with an appropriate correction. Teachers will hold students



accountable for the following school-wide rules:

1. Verbal warning/reprimand
2. Rearrange seating if necessary
3. Time-out area within the room or another teacher's room
4. Student/teacher conference
5. Take away classroom privileges/school incentives- fieldtrips/extra curricula activities
6. Contact parents(Mandatory)
7. Referral to guidance counselor

\* Rewarding desirable or effective behaviors by implementing a chart system in the classroom. Catch your students in the act of doing something right. Examples are as follows:

1. Classroom token system
2. School store
3. Special privileges
4. No homework pass
5. Communicate your satisfaction with a "Good Home Note" to parents
6. Monthly certificates
7. Earning of free time

\* Intervention strategies- Interventions should always be consistent, fair, and based on what each individual child needs to be successful. There must be an ongoing collaboration with home and school. A combination of corrective, instructive and most importantly proactive management will help teachers provide the best learning atmosphere for the classroom. Each intervention must target specific pro-social and antisocial behaviors. Interventions are strategically implemented in order to improve school climate, overall student behavior, increase test scores, and reduce referrals and suspension rates.

\* Utilization of a check off list will be implemented by the teacher to promote model behavior Prior to student being referred to an administrator, teachers must do the following:

1. Conference with the student
2. Contact parent/guardian regarding the disruptive behavior
3. Arrange a parent meeting/conference
4. Refer to the guidance counselor
5. SCM/referral to administration
6. Students should not go to the office without the SCM form filled out completely and parent/guardian must be notified of the write up

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

\* A school Wide Value Matters system is in place. Students will be recognized quarterly who meet the criteria for the Value Matters standard. They will be recognized on the morning announcement. The top three students of the quarter will be recognized on the Value Matters bulletin board.

\* Students are provided an opportunity to identify with the expected behaviors and to be informed of the consequences of non-compliance. Students participate in regular assemblies to promote positive behaviors.

\* Desired behaviors are routinely presented during morning announcements. Students are taught and modeled the desired core value matters which exemplify model students.



\* Students are provided class instruction on the role and purpose of the student services team. They are encouraged to seek guidance from counselors and administration prior to participating in behaviors not desired.

\* Select students serve as Peer Mentors (S.I.A's Students In Action) to identified students to reduce anxiety and possibility of unacceptable behaviors.

\* Those students who participate in unacceptable behaviors are provided opportunity to reflect and create presentations for the younger grade levels wherever appropriate to redirect and promote positive behaviors and choices.

### 3. Early Warning Systems

The school's response to this section may address the requirements of ESSA, P.L. No. 114-95, Â§ 1114(b)(7)(A)(i) and (b)(7)(A)(iii)(III).

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

The administration has access to weekly and monthly district reports regarding attendance and suspensions for a given period. Those reports are reviewed by the Principal and provided to the Attendance Review Committee, to include the Assistant Principal for follow up. The Assistant Principal and or Counselor meets with the identified individuals, if necessary the parents, to determine the root cause of attendance and/or behavioral issue. The student services team reviews quarterly grade reports with the administrative team to identify students receiving D's and F's in academic subjects, and to provide counseling and connect students to academic assistance. Some items utilized to monitor EWS signs are:

- District generated reports and attendance and suspensions
- Quarterly gradebooks reports
- Student Performance Indicator (SPI reports)
- Wonder Works Intervention Data
- iReady Data
- Power BI Reports

#### 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	0	0	0	0	0
Course failure in ELA or Math	1	2	4	12	4	10	0	0	0	0	0	0	0	33
Level 1 on statewide assessment	2	5	10	29	13	35	0	0	0	0	0	0	0	94

##### 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	2	5	9	19	13	38	0	0	0	0	0	0	0	86

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

The school is very proactive in trying to mitigate students from being identified to targeted early warning systems. A school wide attendance incentive is in place to promote attending school regularly and reduce absences and tardies. For students that are still chronically absent and/or tardy, the Attendance Review Committee meets with the students and create an attendance intervention plan. The Positive Behavior Support System is in place as a preventative approach to curb unwanted behaviors that may lead to suspension. Before and during school interventions are in place to intervene/support students that that may be trending towards failing ELA or Mathematics. Level 1 students on the statewide assessments are placed on a progress monitoring plan to carefully monitor their progress. The MTSS/RtI team also ensures that the process is implemented with fidelity and addresses the Level 1 students in ELA or Mathematics.

## B. Family and Community Engagement

The school's response to this section may address the requirements of ESSA, P.L. No. 114-95, Â§ 1114(b)(2) and (b)(7)(A)(iii)(I).

**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.**

**a. Will the school use its Title I Parent and Family Engagement Policy (PFEP) to satisfy this question?**

No

**1. PFEP Link**

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

**2. Description**

Pine Lake Elementary uses a monthly calendar to inform parents of upcoming events and activities. Parents are invited to attend Open House, monthly parent activities and serve as room parents.

**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.**

The school works collaboratively with the Office of Community Engagement to obtain a list of Dade Partners in within 10 miles of the school. The Continental Society, a service organization, participates in extracurricular club sponsorship to enhance vocabulary development of Pine Lake students. The school is also partnering with Read To a Child interventionists to provide intervention support to targeted students who are experiencing academic deficiencies.

## C. Effective Leadership

**1. School Leadership Team**

**a. Membership**

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

Name	Title
Coffey, Crystal	Principal
Rodriguez, Jacqueline	Assistant Principal
Arias, Michelle	Instructional Coach
Cue, Sandra	Assistant Principal
Arce, Angela	Instructional Coach
Vazquez, Mariela	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.**

\* Principal: Provides a common vision for the use of data-based decision-making, ensures that the school-based team is implementing Rtl, conducts assessment of Rtl skills of school staff, ensures implementation of intervention support and documentation, ensures adequate professional development to support Rtl implementation, and communicates with parents regarding school-based Rtl plans and activities.

\* Assistant Principals: Participate in interpretation, and analysis of data; facilitates development of intervention plans; provides support for intervention fidelity and documentation; provides professional development and technical assistance for problem-solving activities including data collection, data analysis, intervention planning, and program evaluation; facilitates data-based decision making activities.

\* Grade Level Chairs: Provides information about core instruction, participates in student data collection, delivers Tier 1 instruction/intervention, collaborates with other staff to implement Tier 2 interventions, and integrates Tier 1 materials/instruction with Tier 2/3 activities.

\* Instructional Coaches: Develops, leads, and evaluates school core content standards/ programs; identifies and analyzes existing literature on scientifically based curriculum/behavior assessment and intervention approaches. Identifies systematic patterns of student need while working with district personnel to identify appropriate, evidence-based intervention strategies; assists with whole school screening programs that provide early intervening services for children to be considered “at risk;” assists in the design and implementation for progress monitoring, data collection, and data analysis; participates in the design and delivery of professional development; and provides support for assessment and implementation monitoring.

**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/Rtl Leadership Team focuses on how to utilize the Rtl process to enhance driven instruction The team team works closely with the teachers to ensure teacher and staff success. The team meets weekly to monitor students progress through the use of data.

**Title I, Part A**

Services are provided to ensure students requiring additional remediation are assisted through extended learning opportunities. The school site professional development liaison as well as District coordinates with Title I in ensuring staff development needs are provided. Support services are provided to the students and families. Psych Solutions is a Community Based partner that provides counseling services to our students and their families. School based, Title I funded Community

Involvement Specialist (CIS), serve as bridge between the home and school through home visits, telephone calls, school site and community parenting activities. The CIS schedules 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. Reading Coach develops, 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 student need 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;" 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 our school's Parent Involvement Plan (PFEP – which is provided in three languages at all schools), the school improvement process and the life of the school and the annual 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, 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; Scrabble Club (as appropriate); and special support services to special needs populations such as homeless, migrant, and neglected and delinquent students.

### Title III

Title III funds are used to supplement and enhance the programs for English Language Learner (ELL) and Recently Arrived Immigrant Children and Youth by providing funds to implement and/or provide:

- tutorial programs (K-5)
- parent outreach activities (K-5) through the Bilingual Parent Outreach Program (The Parent Academy)
- professional development on best practices for ELL and content area teachers
- coaching and mentoring for ESOL and content area teachers(K-12)
- reading and supplementary instructional materials(K-12)
- cultural supplementary instructional materials (K-12)
- purchase of supplemental hardware and software for the development of language and literacy skills in reading, mathematics and science, as well as, thematic cultural lessons is purchased for selected schools to be used by ELL students and recently arrived immigrant students
- Cultural Activities through the Cultural Academy for New Americans for eligible recently arrived, foreign born students

### Title X- Homeless

- Miami-Dade County Public Schools' School Board approved the School Board Policy 5111.01 titled, Homeless Students. The board policy defines the McKinney-Vento Law and ensures homeless students receive all the services they are entitled to.
- The Homeless Education Program seeks to ensure a successful educational experience for homeless children by collaborating with parents, schools, and the community.
- The Homeless Education Program assists schools with the identification, enrollment, attendance, and transportation of homeless students. All schools are eligible to receive services and will do so upon identification and classification of a student as homeless.
- The Staff in the Homeless Education Program provides annual training to: 1) School Registrars on the procedures for enrolling homeless students, 2) School Counselors on the McKinney-Vento Homeless Assistance Act which ensures that homeless children and youth are not to be stigmatized, separated, segregated, or isolated on their status as homeless, and are provided all entitlements, and

3) all School Homeless Liaisons assigned by the school administrator to provide further details on the rights and services of students identified as homeless.

#### Nutrition Programs

- 1) The school 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 Program, school breakfast, school lunch, and after care snacks, follows the Healthy Food and Beverage Guidelines as adopted in the District's Wellness Policy.

Housing Programs - N/A

Head Start-N/A

Adult Education-N/A

Career and Technical Education-N/A

Job Training-N/A

#### Other

- \* Involve parents in the planning and implementation of the Title I Program and extend an open invitation to our school's parent resource center in order to inform parents regarding available programs, their rights under No Child Left Behind, parent organizations such as Parent Information and Resource Centers (PIRC) of Florida and other referral organizations and services.
- \* 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.
- \* Conduct informal parent surveys to determine specific needs of our parents, and schedule workshops, Parent Academy Courses, Bilingual Parent Outreach Program seminars, etc., with flexible times to accommodate our parents. This impacts our goal to empower parents and build their capacity for involvement

## 2. School Advisory Council (SAC)

### a. Membership

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

Name	Stakeholder Group
Crystal Coffey	Principal
Gail Brow, Ph.D	Teacher
Mariela Vazquez	Teacher
Jane Macaspac	Teacher
Ann Figueroa	Teacher
Michelle Arias	Teacher
Cassandra Edwards	Education Support Employee
Paul M. Baker	Business/Community
Linda Jackson	Parent
Vanica Wiliams	Education Support Employee
Vanessa Kuzmin	Teacher
Valerie Galadza	Teacher
Ruby Anderson	Teacher
Jennifer Rhoden	Parent
Noemi Ascendo	Parent
Ann Montoya	Parent
Denise Lawrence	Parent
Leonides Infante	Parent
Sandra Lane	Parent
Treasure Godbolt	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**

The school's response to this question may address the requirements of ESSA, P.L. No. 114-95, Â§ 1114(b)(2).

*a. Evaluation of last year's school improvement plan*

At the beginning of the 2017-2018 school year the Educational Excellence School Advisory Committee (EESAC) committee convened to evaluate the 2016-2017 SIP to determine whether or not the goals that were identified had a positive impact on teaching and student learning outcomes.

*b. Development of this school improvement plan*

The administration will review the Professional Development School Site Blueprint and the goals of the 2017-2018 SIP as well as the overall focus for the 2017-2018 school year. The members are provided opportunities to listen, ask questions, and make suggestions to include into the SIP. Once completed, the Assistant Principal will review the SIP plan with EESAC. On a monthly basis, the Principal informs the EESAC of recent happenings and upcoming events involving various stakeholders and allows the committee to ask questions and make recommendations to increase participation in the events. The Assistant Principal will provide monthly SIP updates.

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

The Principal reviews highlights of the schools annual budgets and discusses with EESAC any major changes within the budget. The Principal shares with the committee plans that results directly from



those budgetary plans, allows the committee to ask questions, and to make recommendations. The EESAC budget is currently in development and will receive a vote at the October EESAC meeting.

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

During the 2016-2017 school year, Pine Lake Elementary School spent \$1,818.99 of the EESAC budget on student incentives.

**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
Coffey, Crystal	Principal
Rodriguez, Jacqueline	Assistant Principal
Arias, Michelle	Instructional Coach
Cue, Sandra	Assistant Principal
Arce, Angela	Instructional Coach

**b. Duties**

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

The Literacy Leadership Team (LLT) will monitor and adjust the school's academic and behavioral goals through data gathering and data analysis. Since the SIP is a live ongoing document of the school's directional focus, the LLT will meet and discuss all updates that will or need to occur based on the results of the instructional and intervention programs. The LLT will monitor the fidelity of the delivery of instruction and intervention. The LLT will provides levels of support and interventions to students based on data.

**D. Public and Collaborative Teaching**

The school's responses to this section may address the requirements of ESSA, P.L. No. 114-95, Â§ 1114(b)(7)(A)(iii)(IV).

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

Administration has worked collaboratively with teachers to define a date and time to ensure that content area teachers are able to collaborate twice a week with support, from the instructional coaches. In addition, one Wednesday per month teachers are given the opportunity to collaborate with their grade level and other grade levels through faculty/curriculum meetings.

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



- \* Pine Lake Elementary school will explore entering into a partnership with Miami Dade Community College and Florida International University School of Education/Field Experience and Internship Programs.
- \* New teacher are paired with veteran staff.
- \* Schedules allow for teachers to meet during common planning times.
- \* Teachers have the opportunity to meet with grade level chairpersons
- \* School site instructional coaching support is provided to model best practices and strategies for effective instruction.

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

The mentor and mentee will meet regularly in a professional learning community to discuss evidence-based instructional strategies. The Reading and Mathematics/Science Coaches will meet and model; for new teachers. Provisions will be made for the mentee to observe the mentor, give feedback, provide coaching, and collaborative planning.

## **E. Ambitious Instruction and Learning**

### **1. Instructional Programs and Strategies**

#### **a. Instructional Programs**

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

Pine Lake Elementary creates ongoing opportunities for teachers to unpack the Florida Standards and to plan and discuss reading, writing, and mathematics curriculum that aligns to the standards. This supports a deeper level of comprehension. These conversations and learning opportunities promotes dialogue that can dispel misunderstandings and promote opportunities for growth in instructional pace, curriculum, and the standards. Collaborative planning sessions are offered and encouraged throughout the week and on-site professional development opportunities are made available. Opportunities to collaborate through common planning and or during the after school professional development gives staff members multiple opportunities to grow professionally and develop a deeper understanding of the new standards along with appropriate uses of the core instructional resources.

#### **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.**

After each iReady Diagnostic, Math and Science Topic Assessments and ELA Biweekly assessments, administration/teacher data chats are held as a means to discuss what the data reveals and use the data to adjust instruction to meet the specific needs of the students. For students needing intervention, groups are adjusted to accommodate new needs. For students needing enrichment, accelerated groups are devised and students are provided with specific instruction to sustain and accelerate their performance.

##### **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:** Before School Program

**Minutes added to school year:** 3,840

A federally approved and funded program Title III is being implemented before the school day to provide extended opportunities for ELL students.

**Strategy Rationale**

This strategy is being implemented to assist ELL students with meeting targets and high standards.

**Strategy Purpose(s)**

- Core Academic Instruction

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

Coffey, Crystal, pr4441@dadeschools.net

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

In August/September, students will take the first administration of the iReady Assessment which provides data for students to be grouped according to skills. Growth monitoring from the iReady database will be used to track students and determine the effectiveness of the intervention program.

**2. Student Transition and Readiness**

**a. PreK-12 Transition**

The school's response to this question may address the requirements of ESSA, P.L. No. 114-95, Â§ 1114(b)(7)(A)(iii)(V).

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

\* In an effort to accommodate the transition of Pre-Kindergarten students to Kindergarten, Pine Lake Elementary School has established several practices. Initially, the students in the Pre-Kindergarten program are taught and provided with the skills needed to properly interact and adjust to the Kindergarten Program through the use of the High Scope Curriculum using the Houghton Mifflin Series. As part of this curriculum, students learn to interact with one another, work in small group and large group situations and they learn to make choices within the constructs of a classroom setting. PreK and Kindergarten teachers take part in vertical articulation.

\* Families of newly registered Kindergarten students will receive information via the school's website and a Title I sponsored parent informational meeting as to what the learning goals and objectives are for incoming Kindergarten students. Parents are given the opportunity to arrange a school tour by visiting the school's website.

\* At the end of the school year, the Pre-Kindergarten students from Ethel F. Beckford Richmond's Primary Learning Center's will be invited to visit the Kindergarten classes at Pine Lake Elementary to help them with transition. Kindergarten Orientation takes place towards the end of the school year. Finally, the Pre-Kindergarten parents are given an opportunity to visit the Kindergarten classes to give them an understanding of the upcoming expectations.

**b. College and Career Readiness**

**1. Describe the strategies the school uses to advance college and career awareness, which may include establishing partnerships with business, industry or community organizations.**

N/A

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

N/A

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

N/A

**4. Describe strategies for improving student readiness for the public postsecondary level based on annual analysis of the [High School Feedback Report](#), as required by section 1008.37(4), Florida Statutes.**

N/A

## 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.** If teachers increase the utilization of data, focusing on the framework of effective instruction that infuses critical thinking, creativity and communication among students, then they will increase student achievement and improve core instruction in all content 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.** If teachers increase the utilization of data, focusing on the framework of effective instruction that infuses critical thinking, creativity and communication among students, then they will increase student achievement and improve core instruction in all content areas. **1a**

G096897

**Targets Supported** **1b**

Indicator	Annual Target
FCAT 2.0 Science Proficiency	47.0
ELA/Reading Lowest 25% Gains	70.0
FSA ELA Achievement	42.0
ELA/Reading Gains	62.0
Math Gains	55.0
Math Lowest 25% Gains	50.0
FSA Mathematics Achievement	50.0

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

- Rotation activities are not differentiated by learner needs

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

- Common planning within schedules
- Core Materials
- Promethean Boards
- Computer Labs
- Instructional Coaches
- Language Arts and Mathematics Florida Task Cards
- Teacher Toolbox
- J & J Boot Camp
- Infographics (ELA, Mathematics and Science)
- Math And Science Planning Cards

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

Gather the results from McGraw Hill weekly and unit assessments and Math & Science Topic Assessments and iReady Assessments and Growth Monitoring to determine if students are making progress.

**Person Responsible**

Crystal Coffey

**Schedule**

Quarterly, from 11/6/2017 to 6/7/2018

**Evidence of Completion**

McGraw Hill weekly and unit assessments and Math & Science Topic Assessments , iReady Data, Wonderworks OPM Data

## Action Plan for Improvement

*For each strategy selected in the plan to reduce a targeted barrier to a strategic goal, this section lists the rationale for that strategy (i.e., why the school believes it will reduce the barrier) and the action steps that have been identified as necessary to implementing the strategy, including details such as the point person, timing and duration, and evidence of completion. At the end of each set of action steps is the plan for monitoring the implementation and effectiveness of the respective strategy.*

### Problem Solving Key

**G** = Goal                      **B** =  
   Barrier                      **S** = Strategy

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

**G1.** If teachers increase the utilization of data, focusing on the framework of effective instruction that infuses critical thinking, creativity and communication among students, then they will increase student achievement and improve core instruction in all content areas. 1

G096897

**G1.B1** Rotation activities are not differentiated by learner needs 2

B260656

**G1.B1.S1** Reading/Mathematics Coach will support teachers to develop instruction for Differentiated instruction time that is based on student learning needs and data. 4

S276052

### Strategy Rationale

Teachers need to differentiate rotation groups in order to meet the needs of all learners.

### Action Step 1 5

Provide teachers with professional development during common planning and faculty meetings on differentiating rotation groups.

#### Person Responsible

Jacqueline Rodriguez

#### Schedule

Weekly, from 8/21/2017 to 6/7/2018

#### Evidence of Completion

Sign in sheets, Agenda, PD deliverables

### Action Step 2 5

The Reading/Mathematics Coach will model, during a PD Day, and/or co-teach a self generating lesson plan for the Teacher Led Center that includes routines, fluency, and comprehension activities.

#### Person Responsible

Jacqueline Rodriguez

#### Schedule

Weekly, from 10/2/2017 to 12/22/2017

#### Evidence of Completion

Sign In sheets, Observation Logs, Lesson Plans



**Action Step 3** 5

Utilize current and relevant data to drive instructional planning for the Teacher Led Center.

**Person Responsible**

Jacqueline Rodriguez

**Schedule**

Monthly, from 10/2/2017 to 5/31/2018

**Evidence of Completion**

Data from iReady, Mathematics and Science Topic Assessments, Bi-weekly assessments and OPM's

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

Administration will conduct classroom walkthroughs and participate in common planning to observe differentiated activities among data grouped students.

**Person Responsible**

Crystal Coffey

**Schedule**

Weekly, from 10/9/2017 to 6/1/2018

**Evidence of Completion**

Lesson Plans, Classroom walkthrough logs, coaches logs, agendas, sign in sheets

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

Analyze data from McGraw Hill weekly and unit assessments and Math & Science Topic Assessments to determine effectiveness of strategy.

**Person Responsible**

Crystal Coffey







**Schedule**

Weekly, from 11/6/2017 to 6/7/2018

**Evidence of Completion**

McGraw Hill weekly and unit assessments and Math & Science Topic 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>2018</b>					
G1.B1.S1.A2  A371383	The Reading/Mathematics Coach will model, during a PD Day, and/or co-teach a self generating lesson...	Rodriguez, Jacqueline	10/2/2017	Sign In sheets, Observation Logs, Lesson Plans	12/22/2017 weekly
G1.B1.S1.A3  A371384	Utilize current and relevant data to drive instructional planning for the Teacher Led Center.	Rodriguez, Jacqueline	10/2/2017	Data from iReady, Mathematics and Science Topic Assessments, Bi-weekly assessments and OPM's	5/31/2018 monthly
G1.B1.S1.MA1  M399676	Administration will conduct classroom walkthroughs and participate in common planning to observe...	Coffey, Crystal	10/9/2017	Lesson Plans, Classroom walkthrough logs, coaches logs, agendas, sign in sheets	6/1/2018 weekly
G1.MA1  M399681	Gather the results from McGraw Hill weekly and unit assessments and Math & Science Topic...	Coffey, Crystal	11/6/2017	McGraw Hill weekly and unit assessments and Math & Science Topic Assessments , iReady Data, Wonderworks OPM Data	6/7/2018 quarterly
G1.B1.S1.MA1  M399675	Analyze data from McGraw Hill weekly and unit assessments and Math & Science Topic Assessments to...	Coffey, Crystal	11/6/2017	McGraw Hill weekly and unit assessments and Math & Science Topic Assessments .	6/7/2018 weekly
G1.B1.S1.A1  A371382	Provide teachers with professional development during common planning and faculty meetings on...	Rodriguez, Jacqueline	8/21/2017	Sign in sheets, Agenda, PD deliverables	6/7/2018 weekly

## V. Professional Development Opportunities

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

**G1.** If teachers increase the utilization of data, focusing on the framework of effective instruction that infuses critical thinking, creativity and communication among students, then they will increase student achievement and improve core instruction in all content areas.

**G1.B1** Rotation activities are not differentiated by learner needs

**G1.B1.S1** Reading/Mathematics Coach will support teachers to develop instruction for Differentiated instruction time that is based on student learning needs and data.

### PD Opportunity 1

Provide teachers with professional development during common planning and faculty meetings on differentiating rotation groups.

#### Facilitator

Mariela Vazquez, Instructional Coach, Angela Arce, Instructional Reading Coach, Michelle Arias, Instructional Mathematics Coach

#### Participants

Teachers and administrators

#### Schedule

Weekly, from 8/21/2017 to 6/7/2018

### PD Opportunity 2

The Reading/Mathematics Coach will model, during a PD Day, and/or co-teach a self generating lesson plan for the Teacher Led Center that includes routines, fluency, and comprehension activities.

#### Facilitator

Mariela Vazquez, Instructional Coach, Angela Arce, Instructional Reading Coach, Michelle Arias, Instructional Mathematics Coach

#### Participants

Teachers and administrators

#### Schedule

Weekly, from 10/2/2017 to 12/22/2017

### **PD Opportunity 3**

Utilize current and relevant data to drive instructional planning for the Teacher Led Center.

#### **Facilitator**

Mariela Vazquez, Instructional Coach, Angela Arce, Instructional Reading Coach, Michelle Arias, Instructional Mathematics Coach, Jacqueline Rodriguez, Assistant Principal

#### **Participants**

Teachers

#### **Schedule**

Monthly, from 10/2/2017 to 5/31/2018

**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	Provide teachers with professional development during common planning and faculty meetings on differentiating rotation groups.	\$0.00
2	G1.B1.S1.A2	The Reading/Mathematics Coach will model, during a PD Day, and/or co-teach a self generating lesson plan for the Teacher Led Center that includes routines, fluency, and comprehension activities.	\$0.00
3	G1.B1.S1.A3	Utilize current and relevant data to drive instructional planning for the Teacher Led Center.	\$0.00
			<b>Total: \$0.00</b>