

Clay County Schools

# Clay Virtual Franchise



2017-18 Schoolwide Improvement Plan

## Clay Virtual Franchise

2306 KINGSLEY AVE #20, Orange Park, FL 32073

<http://cva.oneclay.net>

### School Demographics

School Type and Grades Served (per MSID File)	2016-17 Title I School	2016-17 Economically Disadvantaged (FRL) Rate (as reported on Survey 3)
Combination School 4-12	No	20%
Primary Service Type (per MSID File)	Charter School	2018-19 Minority Rate (Reported as Non-white on Survey 2)
K-12 General Education	No	17%

### School Grades History

Year	2016-17	2015-16	2014-15
Grade	C	I	I*

*\*Informational Baseline School Grade*

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

### School Board Approval

This plan is pending approval by the Clay County School Board.

### SIP Authority and Template

Section 1001.42(18), Florida Statutes, requires district school boards to annually approve and require implementation of a school improvement plan (SIP) for each school in the district 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>.

---

## Table of Contents

---

<b>Purpose and Outline of the SIP</b>	<b>4</b>
<b>Differentiated Accountability</b>	<b>5</b>
<b>Current School Status</b>	<b>6</b>
Supportive Environment	6
Family and Community Engagement	8
Effective Leadership	9
Public and Collaborative Teaching	12
Ambitious Instruction and Learning	12
<b>8-Step Planning and Problem Solving Implementation</b>	<b>17</b>
Goals Summary	17
Goals Detail	17
Action Plan for Improvement	20
<b>Appendix 1: Implementation Timeline</b>	<b>32</b>
<b>Appendix 2: Professional Development and Technical Assistance Outlines</b>	<b>34</b>
Professional Development Opportunities	34
Technical Assistance Items	36
<b>Appendix 3: Budget to Support Goals</b>	<b>36</b>

## Purpose and Outline of the SIP

The SIP is intended to be the primary artifact used by every school with stakeholders to review data, set goals, create an action plan and monitor progress. A corollary at the district level is the District Improvement and Assistance Plan (DIAP), designed to help district leadership make the necessary connections between school and district goals in order to align resources. The Florida Department of Education encourages schools to use the SIP as a “living document” by continually updating, refining and using the plan to guide their work throughout the year. This printed version represents the SIP as of the “Date Modified” listed in the footer.

### Part I: Current School Status

Part I organizes the current status of the school around five domains inspired by the 5Essentials framework: Supportive Environment, Family and Community Involvement, Effective Leadership, Public and Collaborative Teaching, and Ambitious Instruction and Learning. Questions regarding the school’s Multi-Tiered System of Supports have been embedded throughout this part to demonstrate how data is used by stakeholders to understand the needs of all students and allocate appropriate resources in proportion to those needs.

### Part II: Needs Assessment

Part II requires the school to review performance and early warning systems data in order to develop strategic goals and associated data targets (i.e., “SMART goals”) for the coming school year in context of the school’s greatest strengths and needs. An online tool was developed, which includes data visualizations and processing questions to support problem identification, problem analysis and strategic goal formulation.

### Part III: 8-Step Planning and Problem Solving for Implementation

Part III enables the school to develop implementation plans for its highest-priority goals. With the overview of the current state of the school in mind and the strategic goals identified through the needs assessment, the planning team engages in a facilitated planning and problem-solving process, through which they

- Define strategic goals and establish targets to be reached by successfully achieving the goals (Step 1)
- Identify barriers that could hinder achieving those goals and resources that could be used to eliminate or reduce barriers (Step 2)
- Select high-priority barriers they want to address initially (Step 3)
- Design implementation and monitoring plans for strategies to resolve selected barriers (Steps 4-7)
- Determine how they will monitor progress toward each goal (Step 8)

### Appendices

The following appendices, automatically-generated from content entered in Part III, are included in this document:

- Appendix 1 is a timeline of all action steps and monitoring activities
- Appendix 2 is an outline of all professional development opportunities and technical assistance items
- Appendix 3 is a report of the budget needed to implement the strategies

## Differentiated Accountability

Florida's Differentiated Accountability (DA) system, established in [section 1008.33, Florida Statutes](#), is a statewide network of strategic support, differentiated by need according to performance data, provided to districts and schools in order to improve leadership capacity, teacher efficacy, and student outcomes. Through a data-driven planning and problem-solving process, DA field teams collaborate with district leadership to design, implement, and refine strategic goals and action plans that are documented in the SIP.

### DA Regions

Florida's DA network is divided into four geographical regions, each served by a field team led by a regional executive director (RED).

### DA Categories

At the start of each academic year, traditional schools are classified for DA support in 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 Clay Virtual Franchise

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

## I. Part I: Current School Status

### A. Supportive Environment

#### 1. School Mission and Vision

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

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

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

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

#### 2. School Environment

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

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

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

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

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

##### c. Describe the schoolwide behavioral system in place that aids in minimizing distractions to keep students engaged during instructional time. This may include, but is not limited to, established protocols for disciplinary incidents, clear behavioral expectations, and training for school personnel to ensure the system is fairly and consistently enforced.

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

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

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

Clay Virtual Academy currently has one full-time guidance counselors who is available to meet with students and/or parents. Our guidance team focuses on fostering healthy peer relations. Just as a brick and mortar school, Clay Virtual Academy has the support of a social worker.

### 3. Early Warning Systems

The school's response to this section may 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.**

CVA uses a student's pace to indicate attendance. Students must not be more than 2 weeks behind pace; our DOP Support Teacher is monitoring their pacing and will require students to attend face to face until caught back on pace. Also, fulltime students at CVA are taught to mastery and they must score 75% or higher to move on to next assignment or concept.

**b. Provide the following data related to the school's early warning system**

**1. The number of students by grade level that exhibit each early warning indicator:**

Indicator	Grade Level													Total
	K	1	2	3	4	5	6	7	8	9	10	11	12	
Attendance below 90 percent	0	0	0	0	0	0	0	0	0	0	0	0	0	
One or more suspensions	0	0	0	0	0	0	0	0	0	0	0	0	0	
Course failure in ELA or Math	0	0	0	0	0	0	0	0	0	0	0	0	0	
Level 1 on statewide assessment	0	0	0	0	2	0	3	7	3	0	0	0	0	15

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

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

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

Students in grades 6-8 are using Achieve 3000 to assist with reading needs. All students K-8 are required to attend weekly face to face AND live lessons with their teacher. If needed some students must also attend one on one virtual sessions when struggling.

Students also have the support of our ESE Support Facilitator or our DOP Support Teacher depending on their status and need. Our DOP Support Teacher is working with all grade levels but is specifically targeting our 9-12 students to keep them engaged in the learning process. She is meeting with all students who fall behind in pacing and seniors are required to attend face to face tutoring when they fall behind pace for 1 week. Also, we are offering ACT Prep monthly to our Juniors and Seniors who need to pass FSA Reading and Algebra 1 EOC (we are preparing them for PERT and ACT).

**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**

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

**2. Describe the process by which the school builds and sustains partnerships with the local community for the purpose of securing and utilizing resources to support the school and student achievement.**

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

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

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



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

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

CVA Business Partners that sponsor fundraising events:

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

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

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

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

## C. Effective Leadership

### 1. School Leadership Team

#### a. Membership

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

Name	Title
Racine, Lana	Principal
Wadsworth, Deborah	Teacher, Career/Technical
Spencer, Sandy	Teacher, K-12
Brightman, Destiny	Teacher, K-12
Cochuyt, Carol	Teacher, K-12
Gerds, Laura	Teacher, K-12
VanPelt, Jamie	Teacher, K-12
Weaver, Gayle	Teacher, K-12

## b. Duties

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

CVA departmental leaders practice shared decision making by meeting regularly to discuss school wide policies and practices. In addition, CVA departmental leaders serve as team leaders for full time teachers.

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

CVA departmental leaders assist administration with the evaluation of online content and curricular resources in order to meet the needs of all students and maximize desired student outcomes. Lana Racine, CVA administrator, is responsible for organizing leadership meetings as needed. Individual departmental leaders are responsible for maintaining an inventory of resources pertaining to their department. Problem solving activities include data analysis, discussion, and brainstorming within departments and among CVA leadership team members.

## **2. School Advisory Council (SAC)**

### **a. Membership**

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

<b>Name</b>	<b>Stakeholder Group</b>
Lana Racine	Principal
Carol Cochuyt	Teacher
Joe and Tabitha Mayo, Chick-fil-a, Oakleaf and Middleburg	Business/Community
Destiny Brightman	Teacher
Kera Styler	Parent
Marne Harvich-Chergi	Parent
Shanika Hester	Parent
James Walsh	Parent
Jarrold Stephens	Student
Amy Miller	Parent
Terri Crawford	Education Support Employee
Stephen Hermes	Teacher
Laura Gerds	Teacher

## **b. Duties**

### **1. Provide a description of the SAC's involvement with the following activities, as required by section 1001.452(2), Florida Statutes**

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**

CVA's School Advisory Council will collectively review the effectiveness of the 2016-17 school improvement plan. The School Advisory Council will discuss barriers that kept our school from reaching goals set within the plan. These barriers will be addressed in the 2017-18 school improvement plan.

*b. Development of this school improvement plan*

CVA's School Advisory Council will work collaboratively to develop, revise, and implement the 2017-18 school improvement plan. Each member will review the plan and provide necessary feedback for revisions. Input from all stakeholders is vital to a well-written school improvement plan, therefore input from administration, teachers, staff, parents, community members, and students is taken into consideration when writing the plan.

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

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

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

School Improvement funds were not allocated in prior years or this current school year. Prior use of the money (2013-2014) was designated to events that supported student motivation, including rewarding students' superior efforts at bi-annual awards ceremonies and recognizing a "student of the month" for elementary, junior high, and high school with a certificate and a gift card. This year the school worked with community partners to raise over \$2000.00 in incentive based prizes for student engagement that rewarded students for their involvement in school activities and encouraged them to give back to their families by awarding family prizes and outings.

**3. Verify that the school is in compliance with section 1001.452, Florida Statutes, regarding the establishment requirements and duties of the SAC.**

Yes

*a. If the school is not in compliance, describe the measures being implemented to meet SAC requirements.*

**3. Literacy Leadership Team (LLT)**

**a. Membership**

Identify the name and position title for each member of the school-based LLT or similar group, if applicable.:

Name	Title
Brightman, Destiny	Teacher, K-12
Spencer, Sandy	Teacher, K-12
Wadsworth, Deborah	Teacher, Career/Technical
Weaver, Gayle	Teacher, K-12
Cochuyt, Carol	Teacher, K-12
VanPelt, Jamie	Teacher, K-12
Gerds, Laura	Teacher, K-12

**b. Duties**

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

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

## D. Public and Collaborative Teaching

The school's 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.

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

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

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

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

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

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

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

## E. Ambitious Instruction and Learning

### 1. Instructional Programs and Strategies

#### a. Instructional Programs

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

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

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

## **b. Instructional Strategies**

***1. Describe how the school uses data to provide and differentiate instruction to meet the diverse needs of students. Provide examples of how instruction is modified or supplemented to assist students having difficulty attaining the proficient or advanced level on state assessments.***

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

A specific area of concern is our graduation rate at CVA. As a school we are working to improve our student success and ensure graduation. Weekly tutoring, weekly phone support, and monthly test prep are some of the areas we are providing support to our students to improve graduation rate.

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

**Strategy:** Extended School Year

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

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

### ***Strategy Rationale***

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

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

- Core Academic Instruction
- Enrichment

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

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

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

## **2. Student Transition and Readiness**

### **a. PreK-12 Transition**

The school's response to this question may 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.***

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

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

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



## **b. College and Career Readiness**

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

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

Students are invited to participate in county-wide college and career nights and Jacksonville's National College Fair. We provide information about PERT, SAT and ACT testing, as well as opportunities for scholarships, including Florida Bright Futures. Juniors and Seniors are invited monthly to participate in ACT/PERT workshops to help them with increasing test scores.

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

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

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

The CTE courses offered at Clay Virtual Academy are a limited portion of the IT program right now. We offer Digital Information Tech, Foundations of Web Design, Foundations of Programming Design. Students have the opportunity to take the Microsoft Office Specialist Certification in MS Word, MS Excel and MS PowerPoint through CCC. Clay Virtual Academy also offers CTE courses that are not part of a particular program: Keyboarding, Personal & Family Finance, Culinary 1, Nutrition and Wellness, Early Child Ed 1, Fashion and Interior Design.

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

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

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

We are continually working with our high school students on their plans for after highschool. Helping students determine the best postsecondary options. Also, we are working with students to increase their ACT, SAT and PERT scores by offering face to face prep sessions.

For the 2017-18 school year we have increased our enrollment of Algebra 1 students who are below 9th grade. We are also working to give incentives for students to take PERT; as a virtual school we need to students to show for testing and we have found they are motivated by graduation incentives (PERT high achieving tassel at graduation).

## **II. Needs Assessment**

The school's completion of this part may address the requirements of ESSA, P.L. No. 114-95, Â§ 1114(b)(6).

## 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.** If all CVA stakeholders focus on support and engagement of students capable of completing high school graduation requirements by the end of the 2017-18 academic year, we will increase the graduation rate of enrolled students.
- G2.** During the 2017-18 school year, all Clay Virtual Academy teachers and staff will implement explicit instructional, monitoring, and intervention strategies to increase student engagement and achievement in every subject area and grade level. The focus behind our mastery content is to improve student learning and while increasing achievement in EOC and FSA scores Our goal is to increase our virtual completion rates above 85% to support our focus.

## Strategic Goals Detail

*For each strategic goal, this section lists the associated targets (i.e., “SMART goals”), targeted barriers to achieving the goal, resources available to help reduce or eliminate the barriers, and the plan for monitoring progress toward the goal.*

**G1.** If all CVA stakeholders focus on support and engagement of students capable of completing high school graduation requirements by the end of the 2017-18 academic year, we will increase the graduation rate of enrolled students. **1a**

 G098630

### Targets Supported **1b**

Indicator	Annual Target
4-Year Grad Rate (Standard Diploma)	63.0

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

- Our main barrier is often student access to teachers and staff. If we can see them and reach them, then we can help them succeed and to graduate: Transportation - they do not have means or gas to come see us at school location. School Hours - they typically work during the virtual office hours or have medical appointments and need hours outside of the traditional day. School Location - they are not zoned for our area and can be spread out over the county and state.
- A second barrier we face is the lack of engagement with teachers or school environment. As a virtual school it is easy to turn off electronics and disengage from our setting. We also do not have other activities to connect them back to our school, such as prom, dances, football games, clubs and other activities.

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

- Rigorous but easily managed curriculum
- Centrally located main office

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

Senior cohort list will be evaluated and updated monthly on where students are towards graduation.

#### Person Responsible

Gayle Weaver

#### Schedule

Monthly, from 11/1/2017 to 6/29/2018

#### Evidence of Completion

Monthly list and logs of students and where they are towards graduation.

**G2.** During the 2017-18 school year, all Clay Virtual Academy teachers and staff will implement explicit instructional, monitoring, and intervention strategies to increase student engagement and achievement in every subject area and grade level. The focus behind our mastery content is to improve student learning and while increasing achievement in EOC and FSA scores Our goal is to increase our virtual completion rates above 85% to support our focus. **1a**

 G098631

### Targets Supported **1b**

Indicator	Annual Target
ELA/Reading Gains	75.0
4-Year Grad Rate (Standard Diploma)	75.0

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

- Parental involvement
- Student motivation

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

- Technology training
- Effective monitoring and communication procedures

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

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

#### Person Responsible

Lana Racine

#### Schedule

Semiannually, from 8/15/2017 to 6/6/2018

#### Evidence of Completion

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

## Action Plan for Improvement

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

### Problem Solving Key

**G** = Goal

**B** =  
Barrier

**S** = Strategy

 = Problem Solving Step     S123456 = Quick Key

**G1.** If all CVA stakeholders focus on support and engagement of students capable of completing high school graduation requirements by the end of the 2017-18 academic year, we will increase the graduation rate of enrolled students. **1**

 G098630

**G1.B1** Our main barrier is often student access to teachers and staff. If we can see them and reach them, then we can help them succeed and to graduate: Transportation - they do not have means or gas to come see us at school location. School Hours - they typically work during the virtual office hours or have medical appointments and need hours outside of the traditional day. School Location - they are not zoned for our area and can be spread out over the county and state. **2**

 B265439

**G1.B1.S1** Meet student needs through expanding locations and hours to meet outside of the central office for Clay Virtual Franchise and teacher contracted hours. **4**

 S281350

### Strategy Rationale

We can increase student engagement and success by expanding the hours that teachers are available for consultation with the student AND their family, as well as the location where they might meet with a teacher away from the central school office.

### Action Step 1 **5**

Monitor student status, course completion and steps towards successful school completion.

#### Person Responsible

Gayle Weaver

#### Schedule

Weekly, from 10/1/2017 to 5/25/2018

#### Evidence of Completion

Gayle will work with school principal, school counselor, DOP support teacher, and team leads to ensure all seniors are on track and that needs are being met to support learning, engagement and access. This will be reflected in monthly meeting notes to review senior progress toward graduation.

## Action Step 2 5

Teachers will provide targeted students with individualized or small group tutoring based on skill assessments and necessary course completion requirements. The tutoring can take place at any alternative location, including a school within the district, community library, or other appropriate location.

### **Person Responsible**

Lana Racine

### **Schedule**

Weekly, from 11/13/2017 to 5/25/2018

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

Tutoring logs showing student names, along with required payroll logs for teacher work.

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

Weekly logs of meetings with graduation support team (principal, counselor, team leads and DOP teacher), weekly logs of senior course completion and excel sheet with senior testing needs

### **Person Responsible**

Gayle Weaver

### **Schedule**

Weekly, from 11/1/2017 to 5/25/2018

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

VSA logs of student completion, sign in sheets for meetings and excel sheet with graduation status for testing

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

### **Person Responsible**

### **Schedule**

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

**G1.B1.S2** Provide students and parents with mileage reimbursement in order to meet teachers and staff at designated location for tutoring and family engagement meetings. 4

 S281351

### Strategy Rationale

It would increase connection to students by having them meet at the school when a possibility, where they have access to resources and can see the different activities going on with other students.

### Action Step 1 5

School will monitor student and family involvement with tutoring and family engagement meetings based on targeted students who are at-risk for not meeting graduation requirements on time.

#### Person Responsible

Gayle Weaver

#### Schedule

Monthly, from 11/13/2017 to 5/25/2018

#### Evidence of Completion

Meeting notes and data notebooks

### Action Step 2 5

Provide mileage reimbursement for senior students and parent to attend tutoring or check-in session with teacher and/or school staff to ensure connectivity to the program and growth toward on-time graduation.

#### Person Responsible

Lana Racine

#### Schedule

Biweekly, from 11/13/2017 to 5/25/2018

#### Evidence of Completion

Leadership team meeting minutes, at-risk student lists, mileage logs verified by teachers/staff

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

Leadership team will review tutoring plans and participation logs and compare to targeted student lists for participation.

**Person Responsible**

Lana Racine

**Schedule**

Monthly, from 11/13/2017 to 5/25/2018

***Evidence of Completion***

Leadership team notes and student data notebooks

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

Leadership team will review academic progress through assignment completion, assessment success, and parent participation in meetings.

**Person Responsible**

Gayle Weaver

**Schedule**

Monthly, from 11/13/2017 to 5/25/2018

***Evidence of Completion***

Data notebooks and progress monitoring logs



**G1.B2** A second barrier we face is the lack of engagement with teachers or school environment. As a virtual school it is easy to turn off electronics and disengage from our setting. We also do not have other activities to connect them back to our school, such as prom, dances, football games, clubs and other activities. **2**

 B265440

**G1.B2.S1** School leadership will engage student input and determine interest for student extra-curricular clubs beyond existing choices. **4**

 S281352

### **Strategy Rationale**

If we can hook student interest, we can help them achieve their academic and personal goals.

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

School leadership will survey all high school students on interests associated with student groups/clubs.

##### **Person Responsible**

Gayle Weaver

##### **Schedule**

On 12/4/2017

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

Student survey records and leadership team meeting notes

#### **Action Step 2** **5**

School leadership team will review and prioritize student survey results and match them with teacher interests to identify clubs and teacher sponsors.

##### **Person Responsible**

##### **Schedule**

On 12/18/2017

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

Leadership team meeting notes.

### Action Step 3 5

Newly created extra-curricular clubs will be announced; 11th and 12th grade students will be targeted for participation.

**Person Responsible**

Lana Racine

**Schedule**

Weekly, from 12/18/2017 to 1/8/2018

***Evidence of Completion***

Leadership team meetings; club minutes

### Action Step 4 5

Newly formed clubs will meet regularly based on student schedules and identify primary goals for student participation.

**Person Responsible**

Lana Racine

**Schedule**

Biweekly, from 1/8/2018 to 5/25/2018

***Evidence of Completion***

Club minutes; leadership team student monitoring records

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

School principal will allow time for teacher sponsors to prepare for club activities as part of their daily routine.

**Person Responsible**

Lana Racine

**Schedule**

Weekly, from 1/8/2018 to 5/25/2018

***Evidence of Completion***

Club minutes; teacher timesheet

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

Student participation rate for club activities and student academic outcomes

**Person Responsible**

Gayle Weaver


**Schedule**

Monthly, from 1/8/2018 to 5/25/2018

***Evidence of Completion***

Leadership team meetings

**G2.** During the 2017-18 school year, all Clay Virtual Academy teachers and staff will implement explicit instructional, monitoring, and intervention strategies to increase student engagement and achievement in every subject area and grade level. The focus behind our mastery content is to improve student learning and while increasing achievement in EOC and FSA scores Our goal is to increase our virtual completion rates above 85% to support our focus. **1**

 G098631

### **G2.B1** Parental involvement **2**

 B265441

**G2.B1.S1** In weekly Professional Learning Community (PLC) meetings, all CVA teachers will collaborate about strategies to improve parental involvement in monitoring student progress in the one or more of the following ways: 1. Academic Success Team: Teachers will identify students who are behind pace, haven't submitted work in over one week, have a D/F average, and/or those who are not returning teacher contact. 2. Best practices for digital learners, including student motivation programs/incentives, and positive behavioral outreach. 3. Teacher training in data-tested best practices. 4. Use of team leads to assist in working with and contacting students and parents in need of remediation, assistance, or heightened communication of expectations. 5. Teachers will be expected to keep their priority ranking numbers under 50---this will show all students are working, on pace and passing their courses. **4**

 S281353

### **Strategy Rationale**

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

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

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

### **Person Responsible**

Lana Racine

### **Schedule**

Weekly, from 8/15/2017 to 6/6/2018

### **Evidence of Completion**

Sign in sheets and Team Lead info will be used as evidence. Teachers will not be expected to complete logs.

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

The classroom walk through will be used to monitor the implementation and fidelity.

**Person Responsible**

Lana Racine

**Schedule**

On 5/25/2018

***Evidence of Completion***

Weekly walk through look at PR numbers and discuss with teachers.

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

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

**Person Responsible**

Lana Racine

**Schedule**

Semiannually, from 8/15/2017 to 6/6/2018

***Evidence of Completion***

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

## G2.B2 Student motivation 2

 B265442

**G2.B2.S1** In weekly Professional Learning Community (PLC) meetings, all CVA teachers will collaborate about strategies to improve student progress in the one or more of the following ways: 1. Academic Success Team: Teachers will identify students who are behind pace, haven't submitted work in over one week, have a D/F average, and those who are not returning teacher contact. 2. Best practices for digital learners, including student motivation programs/incentives 3. Teacher training 4

 S281354

### Strategy Rationale

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

### Action Step 1 5

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

#### Person Responsible

Lana Racine

#### Schedule

Weekly, from 8/15/2017 to 6/6/2018

#### Evidence of Completion

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

### Plan to Monitor Fidelity of Implementation of G2.B2.S1 6

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

#### Person Responsible

#### Schedule

Weekly, from 8/15/2017 to 6/6/2018

#### Evidence of Completion

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

**Plan to Monitor Effectiveness of Implementation of G2.B2.S1** 7

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

**Person Responsible**

















**Schedule**

Monthly, from 8/15/2017 to 6/6/2018







***Evidence of Completion***

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

## IV. Implementation Timeline

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
<b>2018</b>					
G1.B1.S1.MA1  M411438	[no content entered]		No Start Date		No End Date one-time
G1.B2.S1.A1  A379368	School leadership will survey all high school students on interests associated with student...	Weaver, Gayle	11/13/2017	Student survey records and leadership team meeting notes	12/4/2017 one-time
G1.B2.S1.A2  A379369	School leadership team will review and prioritize student survey results and match them with...		12/4/2017	Leadership team meeting notes.	12/18/2017 one-time
G1.B2.S1.A3  A379370	Newly created extra-curricular clubs will be announced; 11th and 12th grade students will be...	Racine, Lana	12/18/2017	Leadership team meetings; club minutes	1/8/2018 weekly
G1.B1.S1.MA1  M411439	Weekly logs of meetings with graduation support team (principal, counselor, team leads and DOP...	Weaver, Gayle	11/1/2017	VSA logs of student completion, sign in sheets for meetings and excel sheet with graduation status for testing	5/25/2018 weekly
G1.B1.S1.A1  A379364	Monitor student status, course completion and steps towards successful school completion.	Weaver, Gayle	10/1/2017	Gayle will work with school principal, school counselor, DOP support teacher, and team leads to ensure all seniors are on track and that needs are being met to support learning, engagement and access. This will be reflected in monthly meeting notes to review senior progress toward graduation.	5/25/2018 weekly
G1.B1.S1.A2  A379365	Teachers will provide targeted students with individualized or small group tutoring based on skill...	Racine, Lana	11/13/2017	Tutoring logs showing student names, along with required payroll logs for teacher work.	5/25/2018 weekly
G1.B2.S1.MA1  M411442	Student participation rate for club activities and student academic outcomes	Weaver, Gayle	1/8/2018	Leadership team meetings	5/25/2018 monthly
G1.B2.S1.MA1  M411443	School principal will allow time for teacher sponsors to prepare for club activities as part of...	Racine, Lana	1/8/2018	Club minutes; teacher timesheet	5/25/2018 weekly
G1.B2.S1.A4  A379371	Newly formed clubs will meet regularly based on student schedules and identify primary goals for...	Racine, Lana	1/8/2018	Club minutes; leadership team student monitoring records	5/25/2018 biweekly
G2.B1.S1.MA1  M411446	The classroom walk through will be used to monitor the implementation and fidelity.	Racine, Lana	9/1/2017	Weekly walk through look at PR numbers and discuss with teachers.	5/25/2018 one-time
G1.B1.S2.MA1  M411440	Leadership team will review academic progress through assignment completion, assessment success,...	Weaver, Gayle	11/13/2017	Data notebooks and progress monitoring logs	5/25/2018 monthly
G1.B1.S2.MA1  M411441	Leadership team will review tutoring plans and participation logs and compare to targeted student...	Racine, Lana	11/13/2017	Leadership team notes and student data notebooks	5/25/2018 monthly
G1.B1.S2.A1  A379366	School will monitor student and family involvement with tutoring and family engagement meetings...	Weaver, Gayle	11/13/2017	Meeting notes and data notebooks	5/25/2018 monthly
G1.B1.S2.A2  A379367	Provide mileage reimbursement for senior students and parent to attend tutoring or check-in session...	Racine, Lana	11/13/2017	Leadership team meeting minutes, at-risk student lists, mileage logs verified by teachers/staff	5/25/2018 biweekly
G2.MA1  M411449	CVA's goal is to see families involved in and excited about learning. The successful...	Racine, Lana	8/15/2017	FLVS student completion and grade reports, Achieve 3000 reports, and any other available progress monitoring data (ex. Performance Matter Testing, One Clay Writes assessments) will be used to evaluate the effectiveness of CVA's school-wide goal.	6/6/2018 semiannually



Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
G2.B1.S1.MA1  M411445	At the end of each semester, CVA school administration will review statistics regarding our...	Racine, Lana	8/15/2017	FLVS completion and grade reports, Math XL reports, Achieve 3000 reports, Blackboard reports, and any other available progress monitoring data (ex. Performance Matters Testing, One Clay Writes assessments) will be used to evaluate the effectiveness of CVA's school-wide goal.	6/6/2018 semiannually
G2.B1.S1.A1  A379372	Every effort will be made by all CVA teachers to be in attendance at weekly PLC meetings. During...	Racine, Lana	8/15/2017	Sign in sheets and Team Lead info will be used as evidence. Teachers will not be expected to complete logs.	6/6/2018 weekly
G2.B2.S1.MA1  M411447	Student progress data, communication logs, and PLC logs will be compared across time to gauge...		8/15/2017	Analysis of student grade and pace data, communication logs, and PLC logs will be compared and shared specifically with individual teachers, whole faculty as applicable or with PLCs in written communication by the principal.	6/6/2018 monthly
G2.B2.S1.MA1  M411448	Student progress in courses, communication logs, and PLC records will be reviewed on a weekly basis...		8/15/2017	PLC portfolios are kept. Student monitoring concerns are sent out on a weekly basis and can be track with in the Learning Management System's Administrative interface.	6/6/2018 weekly
G2.B2.S1.A1  A379373	Every effort will be made by all CVA teachers to be in attendance at weekly PLC meetings.	Racine, Lana	8/15/2017	PLCs will submit Weekly Team Meeting Logs, including attendance record, to Lana Racine after each meeting. Each faculty member will also sign-in each week to verify their attendance at each meeting.	6/6/2018 weekly
G1.MA1  M411444	Senior cohort list will be evaluated and updated monthly on where students are towards graduation.	Weaver, Gayle	11/1/2017	Monthly list and logs of students and where they are towards graduation.	6/29/2018 monthly

## V. Professional Development Opportunities

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

**G2.** During the 2017-18 school year, all Clay Virtual Academy teachers and staff will implement explicit instructional, monitoring, and intervention strategies to increase student engagement and achievement in every subject area and grade level. The focus behind our mastery content is to improve student learning and while increasing achievement in EOC and FSA scores Our goal is to increase our virtual completion rates above 85% to support our focus.

### **G2.B1** Parental involvement

**G2.B1.S1** In weekly Professional Learning Community (PLC) meetings, all CVA teachers will collaborate about strategies to improve parental involvement in monitoring student progress in the one or more of the following ways: 1. Academic Success Team: Teachers will identify students who are behind pace, haven't submitted work in over one week, have a D/F average, and/or those who are not returning teacher contact. 2. Best practices for digital learners, including student motivation programs/incentives, and positive behavioral outreach. 3. Teacher training in data-tested best practices. 4. Use of team leads to assist in working with and contacting students and parents in need of remediation, assistance, or heightened communication of expectations. 5. Teachers will be expected to keep their priority ranking numbers under 50---this will show all students are working, on pace and passing their courses.

### **PD Opportunity 1**

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

#### **Facilitator**

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

#### **Participants**

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

#### **Schedule**

Weekly, from 8/15/2017 to 6/6/2018

## **G2.B2 Student motivation**

**G2.B2.S1** In weekly Professional Learning Community (PLC) meetings, all CVA teachers will collaborate about strategies to improve student progress in the one or more of the following ways: 1. Academic Success Team: Teachers will identify students who are behind pace, haven't submitted work in over one week, have a D/F average, and those who are not returning teacher contact. 2. Best practices for digital learners, including student motivation programs/incentives 3. Teacher training

### **PD Opportunity 1**

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

#### **Facilitator**

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

#### **Participants**

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

#### **Schedule**

Weekly, from 8/15/2017 to 6/6/2018

## 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	Monitor student status, course completion and steps towards successful school completion.				\$0.00
2	G1.B1.S1.A2	Teachers will provide targeted students with individualized or small group tutoring based on skill assessments and necessary course completion requirements. The tutoring can take place at any alternative location, including a school within the district, community library, or other appropriate location.				\$15,000.00
	Function	Object	Budget Focus	Funding Source	FTE	2017-18
	5100	120-Classroom Teachers	7004 - Clay Virtual Franchise	UniSIG	0.0	\$15,000.00
Notes: District system will code this Object 125.						
3	G1.B1.S2.A1	School will monitor student and family involvement with tutoring and family engagement meetings based on targeted students who are at-risk for not meeting graduation requirements on time.				\$0.00
4	G1.B1.S2.A2	Provide mileage reimbursement for senior students and parent to attend tutoring or check-in session with teacher and/or school staff to ensure connectivity to the program and growth toward on-time graduation.				\$1,500.00
	Function	Object	Budget Focus	Funding Source	FTE	2017-18
	5100	330-Travel	7004 - Clay Virtual Franchise	UniSIG	0.0	\$1,500.00
Notes: District will use Object Code 331.						
5	G1.B2.S1.A1	School leadership will survey all high school students on interests associated with student groups/clubs.				\$0.00
6	G1.B2.S1.A2	School leadership team will review and prioritize student survey results and match them with teacher interests to identify clubs and teacher sponsors.				\$3,000.00
	Function	Object	Budget Focus	Funding Source	FTE	2017-18
	5100	120-Classroom Teachers	7004 - Clay Virtual Franchise	UniSIG	0.0	\$3,000.00
Notes: A flat rate of \$1,500 will be offered as a teacher stipend to sponsor student clubs. We will have two sponsors for two different clubs.						
7	G1.B2.S1.A3	Newly created extra-curricular clubs will be announced; 11th and 12th grade students will be targeted for participation.				\$0.00
8	G1.B2.S1.A4	Newly formed clubs will meet regularly based on student schedules and identify primary goals for student participation.				\$0.00
9	G2.B1.S1.A1	Every effort will be made by all CVA teachers to be in attendance at weekly PLC meetings. During PLC meetings, Lead Professional Development Facilitators, as well as highly-qualified teachers, will share their expertise in				\$950.00

Clay - 7004 - Clay Virtual Franchise - 2017-18 SIP  
Clay Virtual Franchise

		<b>order to increase parental involvement and student motivation. Meeting time is built in the weekly schedule for CVA teachers.</b>				
	Function	Object	Budget Focus	Funding Source	FTE	2017-18
			7004 - Clay Virtual Franchise	School Improvement Funds		\$950.00
			<i>Notes: SIP/Teacher Training money will be designated to fund teacher trainings, additional conferences for students success and PLC development. The money will be used to support the teachers and the one annual conference that supports districts and virtual instruction. The FLDVIPN will be held in February of 2017. CVA will encourage every virtual teacher to attend this conference.</i>			
<b>10</b>	<b>G2.B2.S1.A1</b>	<b>Every effort will be made by all CVA teachers to be in attendance at weekly PLC meetings.</b>				<b>\$0.00</b>
	Function	Object	Budget Focus	Funding Source	FTE	2017-18
			District-Wide	General Fund		\$0.00
			<i>Notes: General Fund money will be designated to fund events and activities that reward positive student behaviors. These student motivation strategies may include, but are not limited to CVA's bi-annual awards ceremony and student of the month recognition.</i>			
					<b>Total:</b>	<b>\$20,450.00</b>