

Hillsborough County Public Schools

# Forest Hills Elementary School



2017-18 Schoolwide Improvement Plan

## Forest Hills Elementary School

10112 N OLA AVE, Tampa, FL 33612

[ no web address on file ]

### 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)
Elementary School PK-5	Yes	97%
Primary Service Type (per MSID File)	Charter School	2018-19 Minority Rate (Reported as Non-white on Survey 2)
K-12 General Education	No	87%

### School Grades History

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

*\*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 Hillsborough 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 Forest Hills Elementary School

DA Region and RED	DA Category and Turnaround Status
Central - <a href="#">Lucinda Thompson</a>	- N/A

## I. Part I: Current School Status

### A. Supportive Environment

#### 1. School Mission and Vision

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

Equip, Empower, and Enrich for the future.

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

We support the District's vision of Preparing Students for Life, and are working to ensure that our students leave our school equipped with the tools they need to graduate on time. Our District's graduation rate goal is 90% by 2020. With that in mind, we have developed the following Vision for our school:

Preparing our scholars to create the future.

#### 2. School Environment

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

Forest Hills has taken the first six weeks of school to establish a climate of warmth and safety. Teachers hold morning meetings everyday. This time is used to introduce students to each other and the school community. In addition, they are introduced to the classroom expectations that the teachers will hold them accountable for using CHAMPS AND PBIS. Morning meetings are a way for students to get to know each other and their teacher. Students will develop their socialization skills and learn to treat each other like a family of learners. All of our morning meetings follow our school wide policy Be Responsible, Be Respectful and Be Safe.

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

In order to manage and motivate the behavior of our school family effectively, Forest Hills Elementary has implemented the following school-wide discipline plan for success. This plan will enhance self-concept, build responsibility, and create a productive learning environment. Used in conjunction with our Character Education Program and Conscious Discipline, our plan will encourage and reinforce appropriate behavior with all students.

The faculty and staff of Forest Hills Elementary believe all students can behave appropriately and we will provide the best curriculum and environment necessary for optimum educational growth. To facilitate this and in order to guarantee all students in the classroom the excellent learning climate they deserve, certain expectations and consequences have been developed through the use of CHAMPS and PBIS (Positive Behavior Interventions and Supports system). Through home and school working together, we can aid students in making appropriate decisions governing their behavior.

##### School Wide Expectations

1. Be Responsible.
2. Be Respectful.
3. Be Safe.

These expectations are school-wide and will be visible to all students, parents, visitors and volunteers.

**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.**

In order to manage and motivate the behavior of our school family effectively, Forest Hills Elementary has implemented the following school-wide discipline plan for success. This plan will enhance self-concept, build responsibility, and create a productive learning environment. Used in conjunction with our Character Education Program, our plan will encourage and reinforce appropriate behavior with all students.

The faculty and staff of Forest Hills Elementary believe all students can behave appropriately and we will provide the best curriculum and environment necessary for optimum educational growth. To facilitate this and in order to guarantee all students in the classroom the excellent learning climate they deserve, certain expectations and consequences have been developed. Through home and school working together, we can aid students in making appropriate decisions governing their behavior.

#### School Wide Expectations

1. Be Responsible
2. Be Respectful
3. Be Safe

These expectations are school-wide and will be visible to all students, parents, visitors and volunteers.

Along with these expectations our school is utilizing PBIS(positive behavior interventions and support) alongside CHAMPS. We have a committee that has attended the PBIS training and has been training the rest of our staff. About 75% of the teachers have also been trained with CHAMPS and are currently using this school wide behavior system with fidelity.

Students have the responsibility to be in class on time. Students must attend class, and be on time, in order to receive the maximum benefit from instruction. Tardies will be considered an incident only after four or more have accrued within a grading period. HCPS policies dictate that consequences for tardies include only non-suspension consequences.

Promptly at 7:45am attendance will be taken according to procedures outlined by the Data Processor. Any child/parent arriving at your door after the 7:45 am bell will be instructed by the classroom teacher to go to the main office to sign the child in tardy. No staff member will accept a child into his or her classroom after 7:45 am without a tardy slip from the main office. Punctuality must be taught and uniformly enforced school wide.

**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.**

- Given that one of the main tasks of the Leadership Team/PSLT is to monitor student data related to instruction and interventions, the Leadership Team/PLST monitors the effectiveness of instruction and intervention by reviewing student data as well as data related to implementation fidelity (teacher walk-through data).

- The Leadership Team/PSLT communicates with and supports the PLCs in implementing the proposed strategies by distributing Leadership Team members across the PLCs to facilitate planning and implementation. Once strategies are put in place, the Leadership Team members who are part of



the PLCs regularly report on their efforts and student outcomes to the larger Leadership Team/PSLT.

- The Leadership Team/PSLT and PLCs both use the problem solving process (Problem Identification, Problem Analysis, Intervention Design and Implementation and Evaluation to: Use the problem-solving model when analyzing data:

1. What is the problem? (Problem Identification)

2. Why is it occurring? (Problem Analysis and Barrier Identification)

3. What are we going to do about it? (Action Plan Design and Implementation)

4. Is it working? (Monitor Progress and Evaluate Action Plan Effectiveness)

Identify the problem (based on an analysis of the data disaggregated via data sorts) in multiple areas – curriculum content, behavior, and attendance

Develop and test hypotheses about why student/school problems are occurring (changeable barriers).

Develop and target interventions based on confirmed hypotheses. Interventions may include academic interventions as well as counseling, mentoring, and other pupil services.

Identify appropriate progress monitoring assessments/data collection tools to be administered at regular intervals matched to the intensity of the level of instructional/behavioral/intervention support provided.

Develop grading period or units of instruction//intervention goals that are ambitious, time-bound, and measureable (e.g., SMART goals).

Review progress monitoring data at regular intervals to determine when student(s) need more or less support (e.g., frequency, duration, intensity) to meet established class, grade, behavior, and/or school goals (e.g., use of data-based decision-making to fade, maintain, modify or intensify intervention and/or enrichment support).

Each PLC develops PLC action plan for SIP strategy implementation and monitoring.

Assess the implementation of the strategies on the SIP using the following questions:

1. Does the data show implementation of strategies are resulting in positive student growth?

2. To what extent are we making progress toward the school's SIP goals?

3. If we are making progress, what can we do to sustain what is working?

4. What barriers to implementation are we facing and how will we address them?

5. What should we do next? What should be our plan of action?

### 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.**

Early warning indicators include:

Attendance (5 or more absences of any type per grading period)

One or more suspension (in or out of school)

Excessive tardies (5 or more per grading period)

ELA/Math course failure

Level 1 FSA score

Early warning system data can come from the following sources:

**\*\*Core Curriculum (Tier 1) - Information format: DATA SOURCE: Database Management Systems: Person Responsible/Group Responsible.**

FSA RELEASED TESTS: School generated excel database; Reading Coach/Math Coach/AP.

BASELINE & YEAR DISTRICT ASSESSMENTS: Scantron Achievement Series; Leadership Team/



PLCs/Individual teachers.

DISTRICT GENERATED ASSESSMENTS FROM THE OFFICE OF ASSESSMENT AND ACCOUNTABILITY (NAME THE ASSESSMENTS): Scantron Achievement Series; Data Wall, Dashboard; Leadership Team/PLCs/Individual teachers.

SUBJECT-SPECIFIC ASSESSMENTS GENERATED BY DISTRICT-LEVEL SUBJECT SUPERVISORS IN READING, LANGUAGE ARTS, MATH, WRITING, & SCIENCE (NAME THE ASSESSMENTS): Scantron Achievement Series, Data Wall, PLC Logs; Leadership Team/PLCs/Individual teachers.

FAIR: Progress Monitoring and Reporting Network (PMRN), IPT, Data Wall; Reading Coach/Reading Resource Teacher/Reading PLC Facilitator.

WIDA(CELLA): Sagebrush (IPT); ELL/PSLT Representative.

TEACHERS' COMMON ASSESSMENTS ON UNITS OF INSTRUCTION/BIG IDEAS: PLC Database, PLC Logs; Individual teachers/Team Leaders/PLC Facilitators/Leadership Team Member.

DRA-2: School generated excel database; Individual teacher.

\*\*Supplemental/Intensive Instruction (Tiers 2 and 3) - Information format: DATA SOURCE: Database: Person Responsible/Group Responsible.

ASSESSMENTS DATA COLLECTED FROM EXTENDED LEARNING PROGRAMS: School generated excel database; Leadership Team/ELP Facilitator.

FAIR OPM: School generated excel database; Leadership Team/Reading Coach.

ONGOING ASSESSMENTS WITHIN INTENSIVE COURSES (Middle/High): Database provided by course materials (for courses that have one, e.g., Read 180), School generated excel database; Coaches.

CURRICULUM BASED MEASUREMENTS: easyCBM Reports; Leadership Team/PLCs, Individual Teachers, Reading Coaches.

RESEARCH-BASED COMPUTER-ASSISTED INSTRUCTIONAL PROGRAMS (e.g., iStation): Assessments included in computer-based programs; PLCs/Individual teachers/Reading coaches.

\*\*Engagement - Information format: DATA SOURCE: Database: Person Responsible/Group Responsible.

ATTENDANCE DATA (Absenteeism, Chronic Absenteeism, Truancy): District Databases: Reports on Demand, IPT, EASI; Attendance Clerk/Attendance Committee/PSLT/PLCs.

DISCIPLINE DATA (Out-of-school suspensions, in-school suspensions, ATOSS, Discipline Referrals): District Databases: Reports on Demand, IPT, EASI; PSLT/PLCs/Behavior Intervention Committee/PBS Team.

DROPOUT PREVENTION DATA (Withdrawal codes, academic outcomes, attendance, discipline data): District databases: Reports on Demand, IPT, EASI, Dashboard, Site generated early warning systems; PSLT/Dropout Prevention Specialist/PLCs/Guidance Counselors/Dropout Prevention Committee.

**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	11	41	39	43	21	34	0	0	0	0	0	0	0	189
One or more suspensions	0	2	8	10	8	13	0	0	0	0	0	0	0	41
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	18	76	115	0	0	0	0	0	0	0	209

**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	6	7	22	35	0	0	0	0	0	0	0	70

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

The purpose of the core Leadership Team is to:

1. Review school-wide assessment data on an ongoing basis in order to identify instructional needs at all grade levels.
2. Support the implementation of high quality instructional practices at the core and intervention/enrichment (Tiers 2/3) levels.
3. Review ongoing progress monitoring data at the core to ensure fidelity of instruction and attainment of SIP goal(s) in curricular, behavioral, and attendance domains.
4. Communicate school-wide data to PLCs and facilitate problem solving within the content/grade level teams.

The Leadership team meets regularly (e.g., bi-weekly/monthly). Specific responsibilities include:

- Oversee the multi-layered model of instructional delivery (Tier 1/Core, Tier 2/Supplemental and Tier 3/Intensive)
- Create, manage and update the school resource map
- Ensure the master schedule incorporates allocated time for intervention support at all grade levels.
- Determine scheduling needs, and assist teacher teams in identifying research-based instructional materials and intervention resources at Tiers 2/3
- Facilitate the implementation of specific programs (e.g., Extended Learning Programs during and after school; Saturday Academies) that provide intervention support to students identified through data sorts/charts conducted by the PLCs.
- Determine the school-wide professional development needs of faculty and staff and arrange trainings aligned with the SIP goals
- Organize and support systematic data collection (e.g., district and state assessments; during-the-grading period school assessments/checks for understanding; in-school surveys)
- Assist and monitor teacher use of SMART goals per unit of instruction. (data will be collected and analyzed by PLCs and reported to the Leadership Team/PSLT)
- Strengthen the Tier 1 (core curriculum) instruction through the:

Implementation and support of PLCs

Review of teacher/PLC core curriculum assessments/chapters tests/checks for understanding (data will be collected and analyzed by PLCs and reported to the Leadership Team/PSLT)

Use of Common Core Assessments by teachers teaching the same grade/subject area/course (data

will be collected and analyzed by PLCs and reported to the Leadership Team/PSLT)  
Implementation of research-based scientifically validated instructional strategies and/or interventions.  
(as outlined in our SIP)

Communication with major stakeholders (e.g., parents, business partners, etc.) regarding student outcomes through data summaries and conferences.

- On a monthly basis, assist in the evaluation of teacher fidelity data and student achievement data collected during the month.
- Support the planning, implementing, and evaluating the outcomes of supplemental and intensive interventions in conjunction with PLCs and Specialty PSLT.
- Work collaboratively with the PLCs in the implementation of the C-CIM (Core Continuous Improvement Model) on core curriculum material.
- Coordinate/collaborate/integrate with other working committees, such as the Literacy Leadership Team (which is charged with developing a plan for embedding/integrating reading and writing strategies across all other content areas).

## 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?**

Yes

### **1. PFEP Link**

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

### **2. Description**

Forest Hills works hard at building positive relationships with families. The school hosts different family nights like science night, read-o-ween, math night etc, to invite students and families to come out and enjoy a fun filled night at our school. We encourage parents to participate in all of our events by sending home flyers, making parent link phone calls and posting everything on our website. We make every effort to communicate every child's progress to the parents by sending home quarterly progress alerts and having parent teacher conferences.

**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.**

Forest Hills Elementary has partnered with Forest Hills Presbyterian Church to help increase student achievement. This community partner volunteers at our school providing classroom assistance to teachers and students. This partner also sponsors the Brave of the Month Program including incentives for students. In addition the church provides incentives for teachers and supports them in reaching their students and parents.

## 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
Giles, Elizabeth	Principal

## b. Duties

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

The leadership team includes:

- Principal
- Assistant Principals
- Guidance Counselor
- School Psychologist
- School Social Worker
- Academic Coaches (Reading, Math, etc. and other specialists on an ad hoc basis)
- ESE specialist
- PLC Liaisons for each grade level, K-5
- SAC Chair
- ELL Representative
- Behavior team Representative/Behavior Specialist/Coach

(Note that not all members attend every meeting, but are invited based on the goals and purpose of the meeting)

The examples below demonstrate the shared roles and responsibilities for members of the PSLT:

PSLT Coordinator—Principal/Assistant Principal: Coordinate and oversee the decision making process to ensure integrity and consistency of the PS/RtI implementation at the building level. The principal should attend PSLT meetings at the Tier 1 level, provide specific procedures for resource allocation, and monitor the fidelity of instruction/intervention at the school-wide and classroom levels (Tier 1)

PSLT Meeting Facilitator— e.g., School Psychologist, Reading Coach, School Social Worker, Guidance Counselor, ESE Specialist, and/or Intervention Specialist: The facilitator opens the meeting with a brief description of what the team expects to accomplish during the meeting. The facilitator is to establish and maintain a supportive atmosphere throughout the meeting by encouraging participation from team members, clarifying and summarizing information communicated during the meeting, design specific procedures for ongoing communication between school staff and PSLT, and assist with monitoring the fidelity of intervention implementation across each tier.

PSLT Content Specialist— e.g., Administrator, Reading Coach, Math Coach, Writing Coach, ESE Specialist, and/or Behavior Specialist: Ensures that when new content curricular materials are obtained, implementers are adequately trained to use the materials, check fidelity of use of curricular materials and strategies, determine what elements need to be included in an effective core instructional program and assist the team in identifying which instructional strategies are most effective to address areas of concerns. The Content Specialist may also assist with monitoring the fidelity of instruction and intervention implementation across each tier.

PSLT Data Consultant— e.g., Assistant Principal, Reading Coach, Math Coach, Science Coach, Academic Intervention Specialist, Behavior Specialist, Technology Support Personnel, School Psychologist, School Social Worker, ESE Specialist, and/ or Guidance Counselor: Prior to the meeting, the Data Consultant assists team members with collecting, organizing, analyzing, graphing and interpreting data. The data should be presented in easily understandable visual displays to guide the decision making process.

PSLT Timekeeper—Ensures that meeting times are respected and helps the team stay focused on the respective agenda. Because many decisions need to be made during the meeting, the timekeeper

should redirect the team's discussion when necessary. The timekeeper should know who are working on specific projects and set timelines for completion/implementation as well as monitor the fidelity across each tier.

PSLT Recorder—Records the plans of the team, including meeting minutes/notes. This person will capture all important information, especially related to instruction/ intervention specifics, progress monitoring, data analysis, and future meeting dates. The recorder may need to ask for clarification several times during the meeting to ensure that enough detail is recorded so that a person who did not attend the meeting would be able to clearly understand the nature and implementation of the instructional/intervention plan

The Leadership Team/PSLT communicates with and supports the PLCs in implementing strategies by distributing Leadership Team members across the PLCs to facilitate planning and implementation. Once strategies are put in place, the Leadership Team members who are part of the PLCs regularly report on their efforts and student outcomes to the larger Leadership Team/PSLT.

HCPS Efforts to Recruit and Retain Effective Leaders: We are investing in the future by investing in school leaders. Our principals and assistant principals have a broad impact on our schools, our students and our community. By investing in our principals, we are investing in our children and our community. Strong leaders form the foundation of our schools and ultimately impact the success of both our teachers and our students. We have following programs in place:

Hillsborough Principal Pipeline: Through the Hillsborough Principal Pipeline, current and future school leaders gain valuable skills to help them lead a school to success. They also develop new perspectives and become part of a close-knit network that they can tap into throughout their career. Quality schools require quality personnel. Principals and Assistant Principals are matched to complement each other's leadership skills based on the HCPS School Leader Competencies and Key Elements Matrix. A principal coach, a veteran principal with a track record of success, is assigned to support all new school principals. A principal coach will also be assigned to support principals at turnaround schools.

Recruiting Leaders for Turnaround Schools: The purpose of this program is to recruit aspiring administrators to teach in high-need schools while earning their Master's Degree in Educational Leadership. These aspiring leaders will develop their capacity to lead in a high-need school thru reflecting on and studying effective practices in turnaround schools. Upon completion of their Master's Degree and the Future Leaders Academy, leaders will begin their assistant principal career with a highly effective principal in a less-demanding school and then move to a high-need school after serving a minimum of 2 years in an entry level assistant principal position.

The Master's in Educational Leadership program at University of Tampa and Hillsborough County Public Schools are partnering together to prepare instructional staff for leadership in high-need schools. One of the many benefits of this dedicated course of study is the specific foci within each course on the complex nature of leadership in high-need schools. As a part of the district's Turnaround Leadership Pipeline, we will be seeking diverse cohorts of experienced teachers to aggressively prepare to lead in a high-need school.

Educational Specialist Degree in Educational Leadership with Emphasis on Leadership in Turnaround Schools: The Educational Leadership and Policy Studies Department at USF and Hillsborough County Public Schools have been partnering together for a few years through our partnership with the Wallace Foundation to prepare administrators for leadership in turnaround schools. As a part of the district's Turnaround Leadership Pathway, we will be seeking diverse cohorts of experienced leaders who have completed Preparing New Principals to pursue the Educational Specialist degree in Turnaround Leadership.



**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.**

- In an effort to engage in a systematic data-based problem solving process, the school's Leadership Team/PSLT and PLCs use the problem solving process (Problem Identification, Problem Analysis, Intervention Design and Implementation and Evaluation to engage in data-driven decision making for core instruction. The process is outlined below:

- o Analyze student outcomes and make data-driven decisions:

1. What is the problem? (Problem Identification)
2. Why is it occurring? (Problem Analysis and Barrier Identification)
3. What are we going to do about it? (Action Plan Design and Implementation)
4. Is it working? (Monitor Progress and Evaluate Action Plan Effectiveness)

- o Identify the problem (based on an analysis of the data disaggregated via data sorts) in multiple areas – curriculum content, behavior, and attendance

- o Develop and test hypotheses about why student/school problems are occurring (identify root causes and barriers to success).

- o Develop and target interventions based on confirmed hypotheses.

- o Identify appropriate progress monitoring assessments to be administered at regular intervals matched to the intensity of the level of instructional/intervention support provided.

- o Develop grading period or units of instruction/intervention goals that are ambitious, time-bound, and measureable (e.g., SMART goals).

- o Review progress monitoring data at regular intervals to determine when student(s) need more or less support (e.g., frequency, duration, intensity) to meet established class, grade, and/or school goals (e.g., use of data-based decision-making to fade, maintain, modify or intensify intervention, remediation and/or enrichment support).

- o Each PLC develops PLC action plan for SIP strategy implementation and monitoring.

- o Assess the implementation of the strategies on the SIP using the following questions:

1. Does the data show implementation of strategies are resulting in positive student growth?
2. To what extent are we making progress toward the school's SIP goals?
3. If we are making progress, what can we do to sustain what is working?
4. What barriers to implementation are we facing and how will we address them?
5. What should we do next? What should be our plan of action?

At the end and beginning of each year, schools take an inventory of resource materials, staff and allocation of funds for their building to determine the necessary resource materials and personnel available to meet the needs of their students. The leadership team/PSLT develops a resource map to identify gaps in resources and to ensure resources are available and allocated across the building for use by all grade levels and teachers.

To ensure teacher support systems and small group and individual needs are met, the Problem Solving Leadership Team (PSLT):

1. Review school-wide assessment data on an ongoing basis in order to identify instructional needs across the school and all grade levels.
2. Support the implementation of high quality instructional practices during core and intervention blocks.
3. Review progress monitoring data at the core to ensure fidelity of instruction and attainment of SIP goal(s) in curricular, behavioral, and attendance domains.
4. Communicate school-wide data to PLCs and facilitate problem solving within the content/grade level teams.

The PSLT meets regularly (e.g., bi-weekly/monthly) The PSLT meeting calendar is structured around the district's assessment calendar to ensure there are opportunities to review assessment outcome data and engage in the problem solving process for appropriate data-driven decisions. The members on the team include administrator(s), guidance counselor(s), school psychologist, ESE specialist, content area coaches/specialists, PLC liaisons, and other school personnel as needed.

To build capacity multi-tiered system of instructional delivery (Tier 1/Core, Tier 2/Supplemental and Tier 3/Intensive), the PSLT:

- Supports school teams with creating, managing and updating the school's resource maps for academic and non-academic areas.
- Ensures the master schedule incorporates allocated time for intervention support at all grade levels and assist teacher teams in identifying evidence-based strategies and materials for intervention delivery.
- Coordinates data sorts at the beginning of each year to identify students in need of enrichment, remediation and intervention support at each tier.
- Facilitates the implementation of specific programs (e.g., Extended Learning Programs during and after school; Saturday Academies) that provide support to students in need of remediation of core skills.
- Determines the school-wide professional development needs of faculty and staff and arrange trainings aligned with the SIP goals.
- Organizes and support systematic data collection (e.g., universal screenings, formative, ongoing progress monitoring and summative data).
- Assists and monitor teacher use of SMART goals for core instruction and intervention groups. (data will be collected and analyzed by PLCs and reported to the PSLT)
- Strengthen Tier 1 core instruction by:
  - o Implementing evidence-based instructional strategies and/or interventions. (as outlined in the SIP)
  - o Supporting PLCs with planning and delivering rigorous core instruction.
  - o Ensuring opportunities for common assessments are provided across each grade level.
  - o Reviewing common assessment data to monitor students Response to Core Instruction.
  - o Monitoring the fidelity of instructional practices.

#### Title I, Part A

Services are provided to ensure students who need additional remediation are provided support through: after-school, Saturday School and summer programs, quality teachers through professional development, content resource teachers, and mentors.

#### Title I, Part C- Migrant

The migrant advocate provides services and support to students and parents. The advocate works with teachers and other programs to ensure that the migrant students' needs are being met.

#### Title I, Part D

The district receives funds to support the Alternative Education Program which provides transition services from alternative education to school of choice

#### Title II

The district receives funds for staff development to increase student achievement through teacher training. In addition, the funds are utilized in the Salary Differential Program at Renaissance Schools.

#### Title III

Services are provided through the district for educational materials and ELL district supported services to improve the education of immigrant and English Language Learners



## Title X- Homeless

### Supplemental Academic Instruction (SAI)

SAI funds will be coordinated with the Title I funds to provide summer school, reading coaches, and extended learning opportunity programs.

### Violence Prevention Programs

NA

### Nutrition Programs

NA

### Housing Programs

NA

### Headstart

We utilize information from students in Head Start to transition into Kindergarten.

### Adult Education

NA

### Career and Technical Education

The career and technical support is specific to each school site in which funds can be utilized, in a specific program, within Title I regulations.

### Job Training

Job training support is specific to each school site in which funds can be utilized, in a specific program, within Title I regulations.

## 2. School Advisory Council (SAC)

### a. Membership

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

Name	Stakeholder Group
Membership is documented through the Office of School Improvement	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

In partnership with the School Leadership Team, the SAC will analyze and assess all pertinent school data that affects student achievement, and evaluate progress towards meeting the prior year's school improvement goal(s). That analysis will then guide the development of this year's SIP.

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

In partnership with the School Leadership Team, the SAC will analyze and assess all pertinent school data that affects student achievement, evaluate progress towards meeting the prior year's school improvement goal(s), develop the school improvement plan, vote on the school improvement plan, monitor the school improvement plan, review the school improvement plan as needed, plan and carry

out activities that support the school improvement plan, develop a SAC budget to support the school improvement plan goals, monitor the spending of the SAC budget, and make adjustments to the budget as needed.

The SAC committee will be involved in the generation of the Standard and Non-Standard Waiver approvals and the SAC composition form. In addition members of the SAC will construct in collaboration with the School- Based Leadership Team (SBLT), the SAC budget. The SAC committee will be involved in the adoption of the SIP and in mid-year reflection and report. The SAC committee will be involved in overseeing professional development to aid faculty and staff in maintaining fidelity with maintaining SIP goal.

All the steps that are part of the school improvement plan reflect and relate to the areas of curriculum, instruction, assessment and behavior. Input, with time for reflection, was sought from staff and SAC committee to do the analyses of these areas. Using data and all components of the school improvement plan, the goals of the SAC committee will be directly tied to student achievement progress.

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

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

**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
Grossman, Dawn	Assistant Principal

#### **b. Duties**

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

The LLT (transitioning to an Instructional Leadership Team model) is a subset of the Problem Solving Leadership Team. The team provides leadership for the implementation of the goals, strategies, and actions steps related reading and writing on the SIP. Members include:

Principal  
Assistant Principals  
Reading Coach/Resource Teacher  
ESE Teacher

## Grade Level Representatives

The principal is the LLT (ILT) chairperson. The reading coach is a member of the team and provides extensive expertise in data analysis and reading/writing instruction in all content areas. The LLT (ILT) is grounded in a shared or distributive leadership model where content teachers, the reading coach, instructional support staff, and the principal all participate equally in the decision-making process based on the team's review of data and its application to the specific SIP reading and writing goals focus.

The LLT (ILT) members monitors reading/writing data, identifies school-wide and individual teachers' reading/writing-focused instructional strengths and weaknesses, and creates a professional development plan to support identified instructional needs in conjunction with the Problem Solving Leadership team's support plan. Additionally the principal ensures that time is provided for the LLT ILT to collaborate and share information with all site stakeholders including other administrators, teachers, staff members, parents and students.

### 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.

##### Schools Build a Collaborative Culture Through Regularly Scheduled PLC Meetings

###### Core Beliefs:

- No school can help all students achieve at high levels if teachers work in isolation.
- Schools improve when teachers are given the time and support to work together to clarify essential student learning, develop common assessments for learning, analyze evidence of student learning, and use that evidence to learn from one another.
- PLCs measure their effectiveness on the basis of results rather than intentions.
- All programs, policies, and practices are continually assessed on the basis of their impact on student learning.
- All staff members receive relevant and timely information on their effectiveness in achieving intended results.
- PLC meetings will be regularly scheduled.

###### Essential Characteristics of a PLC

- Shared mission, vision, values, goals
- Educators in a PLC benefit from clarity regarding their shared purpose, a common understanding of the school they are trying to create, collective communities to help move the school in the desired direction, and specific, measurable, attainable, results-oriented, and time-bound (SMART) goals to mark their progress.
- Collaborative teams focused on learning
- In a PLC, educators work together interdependently in collaborative teams to achieve common goals for which they are mutually accountable. The structure of the school is aligned to ensure teams are provided the time and support essential to adult learning.
- Collective inquiry
- Teams in a PLC relentlessly question the status quo, seek new methods of teaching and learning, test

the methods, and then reflect on the results. Building shared knowledge of both current reality and best practice is an essential part of each team's decision-making process.

- Action orientation and experimentation
- Members of a PLC constantly turn their learning and insights into action. They recognize the importance of engagement and experience in learning and in testing new ideas. They learn by doing.
- Commitment to Continuous improvement
- Not content with the status quo, members of a PLC constantly seek better ways to achieve mutual goals and accomplish their fundamental purpose of learning for all. All teams engage in an ongoing cycle of:
  - ? Gathering evidence of current levels of student learning
  - ? Developing strategies and ideas to build on strengths and address weaknesses in that learning
  - ? Implementing the strategies and ideas
  - ? Analyzing the impact of the changes to discover what was effective and what was not
  - ? Applying the new knowledge in the next cycle of continuous improvement
- Results orientation
- Educators in a PLC assess their efforts on the basis of tangible results.

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

Teacher Interview Day and Recruitment Fairs occur in June under the oversight of Human Resources. All applicants must be pre-approved by the District to attend these events. SDHC is implementing the Empowering Effective Teachers (EET) initiative, which awards salary increases to all teachers based on sustained performance. Performance levels are tied to a 3-year average of value added measures. The teacher evaluation is based on that value added, along with peer/mentor evaluation data and principal/administration evaluation data. PLCs and the District's Mentoring program for new teachers are essential for teacher retention.

The most essential component to an effective school is the quality of the personnel and their effectiveness. The Human Resources Department is a crucial part of supporting our schools, both through their recruitment efforts and their individualized support of each school. Each of the turnaround schools is assigned an HR partner to ensure that all personnel are highly qualified and that teachers retained or assigned to the site exhibit practice that results in effective/highly effective evaluation scores.

Hillsborough County Public Schools (HCPS) promotes student achievement by helping teachers excel in the classroom. Teacher effectiveness is the most influential, controllable factor affecting student achievement. Our goal is to promote effective teaching in every classroom. We intend to elevate the teaching profession by supporting teachers' professional development and helping teachers excel as professionals. We believe that by helping teachers excel, students will achieve more; and when students achieve more, our entire community benefits.

We will support teacher development in two main ways: Job-embedded Professional Development and Evaluation.

**Job-embedded Professional Development:** The evaluation process is both formative and summative. Through classroom observations, administrators can help teachers identify areas to reinforce in order to improve practice. Classroom observation and evaluation results may be used to help teachers set training and professional development paths that support the continuous improvement of their practice. Furthermore, teacher observation and evaluation ratings may be aggregated at the school level to help identify systemic gaps and needs, and to support and drive school improvement planning.

**Evaluation:** The evaluation of teacher performance is based on multiple measures of effectiveness:

- a. Principal / School Administrator

b. Student Achievement Data -

By considering input from student achievement data and observations, we gain a more comprehensive picture of a teachers practice. We can, therefore, achieve a fair and substantive evaluation. We can also improve our ability as a district to support our students' growth by capturing and implementing best practices from outstanding teachers.

Efforts to Recruit Teachers for Turnaround Schools

HCPS recognizes that teachers have more influence on student learning than any other school factor, followed by the leader. For years, high-need schools have struggled to attract and retain experienced personnel with proven records of success. In an effort to increase recruitment and retention rates in high-need schools, HCPS leadership will give priority to personnel who have successful experiences in high-need schools once they express interest in advancing through the Hillsborough Principal Pipeline as well as when they seek district or school administrative positions. The Turnaround Leadership Pathways (TLP) has established guidelines, with the express purpose of recruiting aspiring administrators to teach in high-need schools, providing them the opportunity to develop their capacity to lead by learning on-the-ground in turnaround schools. Empowering teachers as leaders is essential to motivating and retaining veteran teachers (Vanderhye, 2015). The TLP is one way in which the district has focused efforts on recruiting highly effective teachers to high needs schools.

HCPS currently utilizes differentiated pay for teachers and administrators in high needs schools. The Salary Differential Program is utilized to provide stability and equity to the highest needs schools and to attract and retain quality teachers. The program is created with a set of criteria that need to be met in order to receive the salary supplement. The criteria require that the teacher have an overall satisfactory evaluation, be highly qualified in their position.

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

District based mentors are provided to teachers new to teaching through the EET initiative. Weekly visits by mentors can include planning, modeling, data analysis, coaching, conference, and problem solving. Mentors work individually with new teachers, developing unique plans to support professional growth. The district-based mentor has strengths in the areas of leadership, mentoring, and increasing student achievement.

The Teacher Induction Program (TIP) is a state-mandated two-year induction program that includes specific professional development training and activities. What's different for teachers new to HCPS is that teachers with less than six months of teaching experience are assigned a fully released mentor. HCPS has an entire cadre of fully released mentors, assigned to assist all new teachers for their first two years in the district. These mentors do not evaluate their mentees, they simply guide and support. New teachers and mentors work with the New Teacher Center Formative Assessment System (FAS), a set of tools that helps to identify accomplishments and challenges during the first two years of teaching. Although the FAS tools can help focus new teachers and mentors as they work together, many factors will influence their collaboration. The mentor's knowledge, experience, and growing relationship with the mentee will help support professional areas for growth, as well as to support students' academic needs. The FAS tools provide a mentee and mentor with important information which will systematically guide the advancement of instructional practice. Mentors are assigned by the General Manager of Performance Evaluation. It is in this pairing that special care is taken to match mentors with experience in high-needs settings to any new teachers in turnaround schools.

**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.**

All Florida students deserve to graduate high school with knowledge and skills they need to succeed in college, careers and life. We know that today's workforce requires our graduates to have strong critical thinking, problem solving and communications skills, more than ever before. High standards that challenge and motivate our students are essential.

Beginning with the 2014–2015 school year, all K–12 schools began implementing the Florida Standards and our schools committed to providing teachers with the professional learning needed for successful ongoing implementation. We will continue to assess our academic standards and work together to ensure they are preparing ALL students to succeed in college, career and life. The Florida Standards reflect foundational expectations of what ALL students should know and be able to do in each grade from kindergarten through 12th grade.

Public schools are required to provide appropriate instruction to assist students in the achievement of these standards. Section 1008.25, F.S., requires each district school board to incorporate the Florida Standards into the district student progression plan. HCPS has, as required by state statute, adopted a comprehensive plan for student progression, which includes standards for evaluating each student's performance, including mastery of the Florida Standards. The plan also provides specific levels of performance in reading, writing, science, and mathematics at each grade level that includes the levels of performance on statewide assessments at which a student must receive remediation or be retained. The HCPS pupil progression plan can be viewed at: <http://www.sdhc.k12.fl.us/assets/pdf/studentprogressionplan.pdf>

Pursuant to State law, HCPS Board policies require purchasing current instructional materials so that each student has a textbook or other instructional materials as a major tool of instruction in core courses of the appropriate subject areas of mathematics, language arts, science, social studies, reading, and literature for grades K-12. The primary objective of such instructional materials shall be to enrich, support, and implement the educational program of the school. These purchases shall be for instructional materials included on the State-adopted list, except as otherwise provided in State law, and shall be made within the first two years of the adoption cycle. The primary objective of such instructional materials shall be to enrich, support, and implement the educational program of the school.

## **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.**

HCPS utilizes Problem-Solving and Response to Instruction/Intervention/Multi-tiered Systems of Support Framework as defined by Florida.

PS-RtI/MTSS is the practice of providing high-quality instruction and intervention matched to student needs using learning rate over time and level of performance to make important instructional decisions. PS-RtI/MTSS involves the systematic use of assessment data to most efficiently allocate resources in order to improve learning for all students. To ensure efficient use of resources, schools begin with the identification of trends and patterns using school-wide and grade-level data. Students who need instructional intervention beyond what is provided universally for positive behavior or academic content areas are provided with targeted, supplemental interventions delivered individually or in small groups at increasing levels of intensity.



The RtI/MTSS framework is characterized by a continuum of academic and behavior supports reflecting the need for students to have fluid access to instruction of varying intensity levels. Three tiers describe the level and intensity of the instruction/interventions provided across the continuum. The three tiers are not, conversely, used to describe categories of students or specific instructional programs. The three tiers are characterized as follows:

Tier 1: Core Universal Instruction and Supports – General academic and behavior instruction and support designed and differentiated for all students in all settings

Tier 2: Targeted Supplemental Interventions and Supports – More focused, targeted instruction/ intervention and supplemental support in addition to and aligned with the core academic and behavior curriculum and instruction

Tier 3: Intensive Individualized Interventions and Supports – The most intense (increased time, narrowed focus, reduced group size) instruction and intervention based upon individual student need provided in addition to and aligned with core and supplemental academic and behavior, curriculum, instruction, and supports

The problem-solving process is critical to making the instructional adjustments needed for continual improvement in both student level of performance and rate of progress and is critical for assessing (through students' response) the effectiveness of the instruction/interventions provided. Throughout the continuum of instruction and intervention, problem solving is used to match instructional resources to educational need. Teams continue to engage in problem solving

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

**Strategy:** Extended School Day

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

Additional instruction in reading as required by State Statute

**Strategy Rationale**

School's inclusion in the Low 300

**Strategy Purpose(s)**

- Core Academic Instruction

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

Giles, Elizabeth, elizabeth.giles@sdhc.k12.fl.us

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

EasyCBM, FAIR, iReady progress reports, ELA interim assessments. Data will be analyzed after each assessment in cooperation with the district ELA team.



**Strategy:** After School Program

**Minutes added to school year:** 3,600

Robotics Enrichment (pending grant approval)

**Strategy Rationale**

STEM, strategic thinking, support science/math curriculum

**Strategy Purpose(s)**

- Enrichment

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

Giles, Elizabeth, elizabeth.giles@sdhc.k12.fl.us

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

FSA Science Scores, SCP (Student survey results)

## 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 Hillsborough County Public schools, all kindergarten children are assessed for Kindergarten Readiness using the FLKRS (Florida Kindergarten Readiness Screener.) This state-selected assessment contains a subset of the Early Childhood Observation System and the first two measures of the Florida Assessments in Reading (FAIR). The instruments used in the screening are based upon the Florida Voluntary Prekindergarten (VPK) Education Standards. Parents are provided with a letter from the Commissioner of Education, explaining the assessments. Teachers will meet with parents after the assessments have been completed to review student performance. Data from the FAIR will be used to assist teachers in creating homogeneous groupings for small group reading instruction. Children entering Kindergarten may have benefited from the Hillsborough County Public Schools' Voluntary Prekindergarten Program. This program is offered at elementary schools in the summer and during the school year in selected Head Start classrooms and as a blended program in several Early Exceptional Learning Program (EELP) classrooms. Starting in the 2012-2013 school year, students in the VPK program were given the state-created VPK Assessment that looks at Print Knowledge, Phonological Awareness, Mathematics and Oral Language/Vocabulary. This assessment continues to be administered at the start and end of the VPK program. A copy of these assessments are mailed to the school in which the child is registered for kindergarten, enabling the child's teacher to have a better understanding of the child's abilities from the first day of school. Parent Involvement events for Transitioning Children into Kindergarten include Kindergarten Round-Up. This event provides parents with an opportunity to meet the teachers and hear about the academic program. Parents are encouraged to complete the school registration procedure at this time to ensure that the child is able to start school on time.

### b. College and Career Readiness

1. Describe the strategies the school uses to advance college and career awareness, which may include establishing partnerships with business, industry or community organizations.
2. Identify the career and technical education programs available to students and industry certifications that may be earned through those respective programs.
3. Describe efforts the school has taken to integrate career and technical education with academic courses (e.g., industrial biotechnology) to support student achievement.
4. Describe strategies for improving student readiness for the public postsecondary level based on annual analysis of the [High School Feedback Report](#), as required by section 1008.37(4), Florida Statutes.

## II. Needs Assessment

The school's completion of this 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

 = Problem Solving Step     S123456 = Quick Key

## Strategic Goals Summary

- G1.** Forest Hills is committed to creating a positive school culture through building relationships with families and the community to ensure equity.
- G2.** Student achievement will increase with teacher provided standard based instruction as measured by student learning gains on formative and summative assessments.

## 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.** Forest Hills is committed to creating a positive school culture through building relationships with families and the community to ensure equity. 1a

G098672

**Targets Supported** 1b

Indicator	Annual Target
Attendance rate	94.0
One or More Suspensions	60.0

**Targeted Barriers to Achieving the Goal** 3

- Need for teacher training on school-wide behavior initiatives

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

- conscious discipline training
- champs 2.0
- PBIS refresher training
- book studies
- parent-teacher home visit training

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

Consistent and equitable implementation of behavior plan

**Person Responsible**

Otis Kitchen

**Schedule**

Monthly, from 9/4/2017 to 5/25/2018

**Evidence of Completion**

Behavior tracker data Referral data TELL Survey Parent survey Student survey EWS data

**G2.** Student achievement will increase with teacher provided standard based instruction as measured by student learning gains on formative and summative assessments. 1a

G098673

**Targets Supported** 1b

Indicator	Annual Target
FCAT 2.0 Science Proficiency	30.0
Math Lowest 25% Gains	40.0
Math Gains	45.0
FSA Mathematics Achievement	30.0
FSA ELA Achievement	35.0
ELA/Reading Gains	55.0
ELA/Reading Lowest 25% Gains	60.0
School Grade - Percentage of Points Earned	41.0

**Targeted Barriers to Achieving the Goal** 3

- Analyzing data
- Collaboration between teachers for backwards planning, differentiation and scaffolding
- Need for wraparound services
- Technology upgrades/updates to support instructional technology and bolster students' 21st century skills

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

- Professional Development Opportunities
- EET Rubric
- Resource Personnel
- Data
- Curriculum
- Instructional Map
- District Support
- Instructional Leadership Team
- Talent developing team
- Data Driven Decision making team

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

Increased student engagement and achievement resulting from standards-based instruction.

**Person Responsible**

Elizabeth Giles

**Schedule**

Monthly, from 9/4/2017 to 5/25/2018

***Evidence of Completion***

Common assessments data IReady District Baseline and Mid-Year Testing FAIR FSA

## 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.** Forest Hills is committed to creating a positive school culture through building relationships with families and the community to ensure equity. 1

G098672

**G1.B1** Need for teacher training on school-wide behavior initiatives 2

B265541

**G1.B1.S1** Teachers will be given ample opportunities to be trained on the school-wide behavior approach. 4

S281465

### Strategy Rationale

If teachers understand how to implement CHAMPS and PBIS, while integrating conscious discipline within these models better relationships will be formed, thus creating a positive school culture and increasing student achievement.

### Action Step 1 5

Teachers will take part in the conscious discipline training

#### Person Responsible

Elizabeth Giles

#### Schedule

Monthly, from 8/4/2017 to 5/25/2018

#### Evidence of Completion

sign in sheets and walk thru to ensure fidelity

### Action Step 2 5

Teachers will participate in a Champs 2.0 and PBIS refresher

#### Person Responsible

Otis Kitchen

#### Schedule

Monthly, from 8/11/2017 to 5/25/2018

#### Evidence of Completion

Sign in sheets and walk thru forms

### Action Step 3 5

Teachers will have the opportunity to participate in a book study related to school culture/ expectations for students

**Person Responsible**

Elizabeth Giles

**Schedule**

Monthly, from 10/2/2017 to 4/27/2018

***Evidence of Completion***

Master Calendar

### Action Step 4 5

Instructional staff will participate in a parent-home visit training

**Person Responsible**

Elizabeth Giles

**Schedule**

Semiannually, from 8/21/2017 to 5/18/2018

***Evidence of Completion***

Teachers will sign in during the training

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

PBIS team will develop a walkthrough form of observables that should be evident around the school and the classroom.

**Person Responsible**

**Schedule**

Monthly, from 9/4/2017 to 5/25/2018

***Evidence of Completion***

Teachers will sign in during the professional development opportunities as evidence of attendance. Walkthrough forms will be used by the PBIS team to check implementation fidelity of Champs and PBIS.

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

Teachers will have home visit logs

**Person Responsible**

**Schedule**

Semiannually, from 8/21/2017 to 5/18/2018

**Evidence of Completion**

Students will be tracked and monitored for increased attendance rates, academic success and decreased suspension

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

Teachers will have opportunities to meet with the behavior specialist or a PBIS team member if they still have questions on implementation after the trainings.

**Person Responsible**

**Schedule**

Monthly, from 9/4/2017 to 5/25/2018

**Evidence of Completion**

Teachers will show they understand and are implementing the school-wide approach with fidelity through the PBIS team created walkthrough form.

**G2.** Student achievement will increase with teacher provided standard based instruction as measured by student learning gains on formative and summative assessments. 1

G098673

**G2.B1** Analyzing data 2

B265543

**G2.B1.S1** Forest Hills Elementary is committed to increasing student achievement by focusing on analyzing data and providing effective instruction and interventions 4

S281467

**Strategy Rationale**

Analyzing data will enable teachers to determine student specific needs. They will be able to determine what instructional strategies and interventions work and which ones do not work, thus implementing effective instruction that will increase student achievement.

**Action Step 1** 5

Creating a 3D team, (Data Driven Decision making team) with grade level representatives to analyze data and determine next steps. Next steps will be communicated back to grade levels during PLC's.

**Person Responsible**

Elizabeth Giles

**Schedule**

Biweekly, from 9/6/2016 to 5/19/2017

**Evidence of Completion**

sign in sheets

**Action Step 2** 5

Teachers will set aside two grade level PLCs a month for analyzing data and determining student learning gains to guide instruction.

**Person Responsible**

Elizabeth Giles

**Schedule**

Monthly, from 9/8/2017 to 5/18/2018

**Evidence of Completion**

PLC sign in sheet, RTI data sheets, PLC notes, ILWs

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

Teachers will have data binders for students showing response to interventions that will be checked for fidelity.

**Person Responsible**

Michelle Soto

**Schedule**

Monthly, from 9/15/2017 to 5/18/2018

***Evidence of Completion***

Data binders showing student growth monitoring tools

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

Teachers will turn in data meeting minutes after their PLC

**Person Responsible**

Elizabeth Giles

**Schedule**

Monthly, from 9/22/2017 to 5/25/2018

***Evidence of Completion***

Data minutes should include problem solving analyzes discussed based on student data

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

Data analysis results in effective interventions and effectively impacts instruction.

**Person Responsible**

Elizabeth Giles


**Schedule**

Monthly, from 9/18/2017 to 5/25/2018

***Evidence of Completion***

Academic data from I-ready, classroom, district and statewide assessments

**G2.B2 Collaboration between teachers for backwards planning, differentiation and scaffolding** 2

 B265544

**G2.B2.S1** Provide common planning opportunities for grade level teams as well as on-site professional development opportunities. 4

 S281468

**Strategy Rationale**

Structured team planning opportunities and professional development will enable teachers to collaborate and implement more effective, differentiated instruction that aims to engage all students.

**Action Step 1** 5

Resource teachers will provide the structure for team planning meetings that will be held in the mornings during school hours while students receive their character education

**Person Responsible**

**Schedule**

Weekly, from 9/4/2017 to 5/18/2018

**Evidence of Completion**

Master schedule

**Action Step 2** 5

Resource teachers will provide on-site professional development opportunities and coaching for grade level teams and the opportunity for coaching cycles

**Person Responsible**

Elizabeth Giles

**Schedule**

Quarterly, from 10/2/2017 to 5/18/2018

**Evidence of Completion**

Master schedule

### Action Step 3 **5**

Out-of-school time PD opportunities will be available for teachers (Saturday training, pending grant approval)

**Person Responsible**

Elizabeth Giles

**Schedule**

Quarterly, from 10/2/2017 to 5/25/2018

***Evidence of Completion***

Sign-in sheets

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

Walkthroughs to see if teachers are putting into practice what was planned during the planning session and professional development

**Person Responsible**

**Schedule**

Monthly, from 10/2/2017 to 5/25/2018

***Evidence of Completion***

Teachers will sign in during planning sessions. Classroom Walkthroughs will be conducted by leadership team providing feedback to teachers.

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

Walkthroughs will be done to ensure teachers are implementing the strategies taught and lessons being planned

**Person Responsible**

**Schedule**

Quarterly, from 10/30/2017 to 5/25/2018

***Evidence of Completion***

Teachers will sign in during planning sessions and professional development. Leadership team will also conduct walkthroughs and provide feedback to teachers on their implementation of the instructional strategies.



**G2.B2.S2** Provide supplemental support personnel (to be utilized for job-embedded PD to build teacher capacity such as coaching cycles, side-by-side coaching, modeling, planning support, data analysis support, etc, to include content coaches, success coaches, academic intervention specialists, behavior specialists, resource teachers) **4**

 S281469

### **Strategy Rationale**

Teachers will need to continually develop and improve to support the students at their schools. PD will be provided in a variety of platforms and at various times throughout the school year based upon the needs of the teachers, the students, and the school. Data from teacher evaluations, walkthroughs, and student achievement sources will be utilized to make decisions about the appropriateness of PD

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

Provide supplemental support personnel (to be utilized for job-embedded PD to build teacher capacity such as coaching cycles, side-by-side coaching, modeling, planning support, data analysis support, etc, to include content coaches, success coaches, academic intervention specialists, behavior specialists, resource teachers)

#### **Person Responsible**

Ronald Davis

#### **Schedule**

Daily, from 9/1/2017 to 8/31/2018

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

Staff allocation report

### **Plan to Monitor Fidelity of Implementation of G2.B2.S2 **6****

Supplemental support personnel has been added as needed, as reflected in the budget narrative.

#### **Person Responsible**

Melissa Alonso

#### **Schedule**

Annually, from 9/1/2017 to 8/31/2018

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

Staff allocation report(s)

## Plan to Monitor Effectiveness of Implementation of G2.B2.S2 7

Teachers are developing their capacity to deliver rigorous instruction, supporting student academic achievement

### Person Responsible

Elizabeth Giles

### Schedule

Daily, from 10/2/2017 to 5/25/2018


### Evidence of Completion

Walkthrough/observation data, student academic data

## G2.B3 Need for wraparound services 2

 B265545

**G2.B3.S1** Include additional school personnel to support students and families as needed, as reflected in the budget narrative. 4

 S281470

### Strategy Rationale

Assist school with implementation of PS-MTSS/Rti and tracking of EWS data

## Action Step 1 5

Support students and families through additional support services personnel to include social workers, psychologists, guidance counselors - Support PS-MTSS/Rtl systems, track behavior and attendance, link families to essential services, facilitate expedited screening

### Person Responsible

Elizabeth Giles

### Schedule

On 8/31/2018

### Evidence of Completion

Staff allocation reports

**Plan to Monitor Fidelity of Implementation of G2.B3.S1** 6

Support personnel has been added

**Person Responsible**

Elizabeth Giles

**Schedule**

Biweekly, from 10/2/2017 to 5/25/2018

***Evidence of Completion***

Personnel records

**Plan to Monitor Effectiveness of Implementation of G2.B3.S1** 7

Students and families supported through PS/MTSS-Rtl process

**Person Responsible**

Elizabeth Giles


**Schedule**

Quarterly, from 10/2/2017 to 5/25/2018

***Evidence of Completion***

EWS data

**G2.B4** Technology upgrades/updates to support instructional technology and bolster students' 21st century skills **2**

 B265546

**G2.B4.S1** Purchase and upgrade instructional technology based on school needs, as reflected in the budget narrative. **4**

 S281471

### Strategy Rationale

Students need to interact with updated instructional technology and software that can bolster their 21st century skills, thereby boosting their productivity and making them more marketable in a competitive job market.

### Action Step 1 **5**

Based on the prioritized list, educational technology will be purchased to support the school (including computer lab furniture)

#### Person Responsible

Elizabeth Giles

#### Schedule

On 11/30/2017

#### Evidence of Completion

Purchase orders and receivers

### Plan to Monitor Fidelity of Implementation of G2.B4.S1 **6**

New and/or upgraded technology is purchased as needed

#### Person Responsible

Elizabeth Giles

#### Schedule

On 5/25/2018

#### Evidence of Completion

Purchase orders, receivers

**Plan to Monitor Effectiveness of Implementation of G2.B4.S1** 7

Students have access to new and upgraded instructional technology

**Person Responsible**

Elizabeth Giles

**Schedule**












Daily, from 10/2/2017 to 5/25/2018

***Evidence of Completion***

Walkthroughs/observation

## 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>					
G2.B1.S1.A1 A379604	Creating a 3D team, (Data Driven Decision making team) with grade level representatives to analyze...	Giles, Elizabeth	9/6/2016	sign in sheets	5/19/2017 biweekly
G2.B4.S1.A1 A379611	Based on the prioritized list, educational technology will be purchased to support the school...	Giles, Elizabeth	9/1/2017	Purchase orders and receivers	11/30/2017 one-time
G1.B1.S1.A3 A379602	Teachers will have the opportunity to participate in a book study related to school...	Giles, Elizabeth	10/2/2017	Master Calendar	4/27/2018 monthly
G1.B1.S1.MA3 M411709	Teachers will have home visit logs		8/21/2017	Students will be tracked and monitored for increased attendance rates, academic success and decreased suspension	5/18/2018 semiannually
G1.B1.S1.A4 A379603	Instructional staff will participate in a parent-home visit training	Giles, Elizabeth	8/21/2017	Teachers will sign in during the training	5/18/2018 semiannually
G2.B1.S1.MA1 M411712	Teachers will have data binders for students showing response to interventions that will be checked...	Soto, Michelle	9/15/2017	Data binders showing student growth monitoring tools	5/18/2018 monthly
G2.B1.S1.A2 A379605	Teachers will set aside two grade level PLCs a month for analyzing data and determining student...	Giles, Elizabeth	9/8/2017	PLC sign in sheet, RTI data sheets, PLC notes, ILWs	5/18/2018 monthly
G2.B2.S1.A1 A379606	Resource teachers will provide the structure for team planning meetings that will be held in the...		9/4/2017	Master schedule	5/18/2018 weekly
G2.B2.S1.A2 A379607	Resource teachers will provide on-site professional development opportunities and coaching for...	Giles, Elizabeth	10/2/2017	Master schedule	5/18/2018 quarterly
G1.MA1 M411710	Consistent and equitable implementation of behavior plan	Kitchen, Otis	9/4/2017	Behavior tracker data Referral data TELL Survey Parent survey Student survey EWS data	5/25/2018 monthly
G2.MA1 M411722	Increased student engagement and achievement resulting from standards-based instruction.	Giles, Elizabeth	9/4/2017	Common assessments data IReady District Baseline and Mid-Year Testing FAIR FSA	5/25/2018 monthly
G1.B1.S1.MA1 M411707	Teachers will have opportunities to meet with the behavior specialist or a PBIS team member if they...		9/4/2017	Teachers will show they understand and are implementing the school-wide approach with fidelity through the PBIS team created walkthrough form.	5/25/2018 monthly
G1.B1.S1.MA1 M411708	PBIS team will develop a walkthrough form of observables that should be evident around the school...		9/4/2017	Teachers will sign in during the professional development opportunities as evidence of attendance. Walkthrough forms will be used by the PBIS team to check implementation fidelity of Champs and PBIS.	5/25/2018 monthly
G1.B1.S1.A1 A379600	Teachers will take part in the conscious discipline training	Giles, Elizabeth	8/4/2017	sign in sheets and walk thru to ensure fidelity	5/25/2018 monthly
G1.B1.S1.A2 A379601	Teachers will participate in a Champs 2.0 and PBIS refresher	Kitchen, Otis	8/11/2017	Sign in sheets and walk thru forms	5/25/2018 monthly
G2.B1.S1.MA1 M411711	Data analysis results in effective interventions and effectively impacts instruction.	Giles, Elizabeth	9/18/2017	Academic data from I-ready, classroom, district and statewide assessments	5/25/2018 monthly
G2.B1.S1.MA3 M411713	Teachers will turn in data meeting minutes after their PLC	Giles, Elizabeth	9/22/2017	Data minutes should include problem solving analyzes discussed based on student data	5/25/2018 monthly

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
G2.B2.S1.MA1  M411714	Walkthroughs will be done to ensure teachers are implementing the strategies taught and lessons...		10/30/2017	Teachers will sign in during planning sessions and professional development. Leadership team will also conduct walkthroughs and provide feedback to teachers on their implementation of the instructional strategies.	5/25/2018 quarterly
G2.B2.S1.MA1  M411715	Walkthroughs to see if teachers are putting into practice what was planned during the planning...		10/2/2017	Teachers will sign in during planning sessions. Classroom Walkthroughs will be conducted by leadership team providing feedback to teachers.	5/25/2018 monthly
G2.B2.S1.A3  A379608	Out-of-school time PD opportunities will be available for teachers (Saturday training, pending...	Giles, Elizabeth	10/2/2017	Sign-in sheets	5/25/2018 quarterly
G2.B3.S1.MA1  M411718	Students and families supported through PS/MTSS-Rtl process	Giles, Elizabeth	10/2/2017	EWS data	5/25/2018 quarterly
G2.B3.S1.MA1  M411719	Support personnel has been added	Giles, Elizabeth	10/2/2017	Personnel records	5/25/2018 biweekly
G2.B4.S1.MA1  M411720	Students have access to new and upgraded instructional technology	Giles, Elizabeth	10/2/2017	Walkthroughs/observation	5/25/2018 daily
G2.B4.S1.MA1  M411721	New and/or upgraded technology is purchased as needed	Giles, Elizabeth	10/2/2017	Purchase orders, receivers	5/25/2018 one-time
G2.B2.S2.MA1  M411716	Teachers are developing their capacity to deliver rigorous instruction, supporting student academic...	Giles, Elizabeth	10/2/2017	Walkthrough/observation data, student academic data	5/25/2018 daily
G2.B3.S1.A1  A379610	Support students and families through additional support services personnel to include social...	Giles, Elizabeth	9/1/2017	Staff allocation reports	8/31/2018 one-time
G2.B2.S2.MA1  M411717	Supplemental support personnel has been added as needed, as reflected in the budget narrative.	Alonso, Mellissa	9/1/2017	Staff allocation report(s)	8/31/2018 annually
G2.B2.S2.A1  A379609	Provide supplemental support personnel (to be utilized for job-embedded PD to build teacher...	Davis, Ronald	9/1/2017	Staff allocation report	8/31/2018 daily



## V. Professional Development Opportunities

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

**G1.** Forest Hills is committed to creating a positive school culture through building relationships with families and the community to ensure equity.

### **G1.B1** Need for teacher training on school-wide behavior initiatives

**G1.B1.S1** Teachers will be given ample opportunities to be trained on the school-wide behavior approach.

#### **PD Opportunity 1**

Teachers will take part in the conscious discipline training

##### **Facilitator**

District trainers

##### **Participants**

All teachers

##### **Schedule**

Monthly, from 8/4/2017 to 5/25/2018

#### **PD Opportunity 2**

Teachers will participate in a Champs 2.0 and PBIS refresher

##### **Facilitator**

PBIS Team

##### **Participants**

All faculty and staff

##### **Schedule**

Monthly, from 8/11/2017 to 5/25/2018

### **PD Opportunity 3**

Teachers will have the opportunity to participate in a book study related to school culture/expectations for students

#### **Facilitator**

School and/or District personnel

#### **Participants**

Teachers

#### **Schedule**

Monthly, from 10/2/2017 to 4/27/2018

### **PD Opportunity 4**

Instructional staff will participate in a parent-home visit training

#### **Facilitator**

Parent Involvement Department

#### **Participants**

Instructional staff

#### **Schedule**

Semiannually, from 8/21/2017 to 5/18/2018

**G2.** Student achievement will increase with teacher provided standard based instruction as measured by student learning gains on formative and summative assessments.

**G2.B1** Analyzing data

**G2.B1.S1** Forest Hills Elementary is committed to increasing student achievement by focusing on analyzing data and providing effective instruction and interventions

**PD Opportunity 1**

Creating a 3D team, (Data Driven Decision making team) with grade level representatives to analyze data and determine next steps. Next steps will be communicated back to grade levels during PLC's.

**Facilitator**

All 3D team members

**Participants**

Teachers and administrators

**Schedule**

Biweekly, from 9/6/2016 to 5/19/2017

**G2.B2** Collaboration between teachers for backwards planning, differentiation and scaffolding

**G2.B2.S1** Provide common planning opportunities for grade level teams as well as on-site professional development opportunities.

**PD Opportunity 1**

Resource teachers will provide on-site professional development opportunities and coaching for grade level teams and the opportunity for coaching cycles

**Facilitator**

Resource teachers

**Participants**

grade level teams

**Schedule**

Quarterly, from 10/2/2017 to 5/18/2018

## PD Opportunity 2

Out-of-school time PD opportunities will be available for teachers (Saturday training, pending grant approval)

### Facilitator

District and school-level content coaches/content supervisors

### Participants

Teaching staff

### Schedule

Quarterly, from 10/2/2017 to 5/25/2018

**G2.B2.S2** Provide supplemental support personnel (to be utilized for job-embedded PD to build teacher capacity such as coaching cycles, side-by-side coaching, modeling, planning support, data analysis support, etc, to include content coaches, success coaches, academic intervention specialists, behavior specialists, resource teachers)

## PD Opportunity 1

Provide supplemental support personnel (to be utilized for job-embedded PD to build teacher capacity such as coaching cycles, side-by-side coaching, modeling, planning support, data analysis support, etc, to include content coaches, success coaches, academic intervention specialists, behavior specialists, resource teachers)

### Facilitator

Coaches, Resource Teachers

### Participants

All Faculty

### Schedule

Daily, from 9/1/2017 to 8/31/2018

## 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	Teachers will take part in the conscious discipline training				\$0.00
2	G1.B1.S1.A2	Teachers will participate in a Champs 2.0 and PBIS refresher				\$0.00
3	G1.B1.S1.A3	Teachers will have the opportunity to participate in a book study related to school culture/expectations for students				\$0.00
4	G1.B1.S1.A4	Instructional staff will participate in a parent-home visit training				\$0.00
5	G2.B1.S1.A1	Creating a 3D team, (Data Driven Decision making team) with grade level representatives to analyze data and determine next steps. Next steps will be communicated back to grade levels during PLC's.				\$0.00
6	G2.B1.S1.A2	Teachers will set aside two grade level PLCs a month for analyzing data and determining student learning gains to guide instruction.				\$0.00
7	G2.B2.S1.A1	Resource teachers will provide the structure for team planning meetings that will be held in the mornings during school hours while students receive their character education				\$0.00
8	G2.B2.S1.A2	Resource teachers will provide on-site professional development opportunities and coaching for grade level teams and the opportunity for coaching cycles				\$0.00
9	G2.B2.S1.A3	Out-of-school time PD opportunities will be available for teachers (Saturday training, pending grant approval)				\$22,297.00
	Function	Object	Budget Focus	Funding Source	FTE	2017-18
	6400	100-Salaries	0042 - Forest Hills Elementary School	UniSIG	0.03	\$2,208.00
Notes: Trainers for Saturday PD @ 38.84 x 3 Saturday x 5 hrs with planning						
	6400	200-Employee Benefits	0042 - Forest Hills Elementary School	UniSIG	0.0	\$32.00
Notes: "Medicare @ 1.45% of \$2,208 "						
	6400	210-Retirement	0042 - Forest Hills Elementary School	UniSIG	0.0	\$175.00
Notes: "Retirement @ 7.92% of \$2,208 "						
	6400	220-Social Security	0042 - Forest Hills Elementary School	UniSIG	0.0	\$137.00
Notes: "Social Security @ 6.2% of \$2,208 "						
	6400	240-Workers Compensation	0042 - Forest Hills Elementary School	UniSIG	0.0	\$11.00
Notes: "Work Comp @ .51% of \$2,208 "						
	5100	120-Classroom Teachers	0042 - Forest Hills Elementary School	UniSIG	0.3	\$17,000.00

**Hillsborough - 0042 - Forest Hills Elementary School - 2017-18 SIP**  
*Forest Hills Elementary School*

			<i>Notes: 3 Saturdays x 4 hrs x 48 teachers @ hourly rate</i>			
	5100	200-Employee Benefits	0042 - Forest Hills Elementary School	UniSIG	0.0	\$247.00
			<i>Notes: "Medicare @ 1.45% of \$17,000.00 "</i>			
	5100	210-Retirement	0042 - Forest Hills Elementary School	UniSIG	0.0	\$1,346.00
			<i>Notes: "Retirement @ 7.92% of \$17,000.00 "</i>			
	5100	220-Social Security	0042 - Forest Hills Elementary School	UniSIG	0.0	\$1,054.00
			<i>Notes: "Social Security @ 6.2% of \$17,000.00 "</i>			
	5100	240-Workers Compensation	0042 - Forest Hills Elementary School	UniSIG	0.0	\$87.00
			<i>Notes: "Work Comp @ .51% of \$2,208 "</i>			
<b>10</b>	<b>G2.B2.S2.A1</b>	<b>Provide supplemental support personnel (to be utilized for job-embedded PD to build teacher capacity such as coaching cycles, side-by-side coaching, modeling, planning support, data analysis support, etc, to include content coaches, success coaches, academic intervention specialists, behavior specialists, resource teachers)</b>				<b>\$313,200.00</b>
	Function	Object	Budget Focus	Funding Source	FTE	2017-18
	5100	120-Classroom Teachers	0042 - Forest Hills Elementary School	UniSIG	2.49	\$144,918.00
			<i>Notes: "83% of salaries for 1.0 Behavior Specialist, Math Resource Teacher, and 1.0 Academic Intervention Specialist "</i>			
	5100	200-Employee Benefits	0042 - Forest Hills Elementary School	UniSIG	0.0	\$2,101.00
			<i>Notes: "Medicare @ 1.45% of \$144,918 " "Retirement @ 7.92% of \$144,918 " "Social Security @ 6.2% of \$144,918 " "Health/Life Insurance 15.06 % of \$144,918 " "Work Comp @ .51 % of \$144,918 "</i>			
	5100	510-Supplies	0042 - Forest Hills Elementary School	UniSIG	0.0	\$6,897.00
	6400	130-Other Certified Instructional Personnel	0042 - Forest Hills Elementary School	UniSIG	1.66	\$80,012.00
			<i>Notes: 83% of 1.0 Reading Coach, 1.0 Teacher Talent Developer</i>			
	6400	200-Employee Benefits	0042 - Forest Hills Elementary School	UniSIG	0.0	\$1,160.00
			<i>Notes: "Medicare @ 1.45% of \$80,012 " "Retirement @ 7.92% of \$80,012 " "Social Security @ 6.2% of \$80,012 " "Health/Life Insurance 15.06 % of \$80,012 " "Work Comp @ .51 % of \$80,012 "</i>			
	6400	210-Retirement	0042 - Forest Hills Elementary School	UniSIG	0.0	\$6,336.00
			<i>Notes: "Retirement @ 7.92% of \$80,012 "</i>			
	6400	220-Social Security	0042 - Forest Hills Elementary School	UniSIG	0.0	\$4,961.00
			<i>Notes: "Social Security @ 6.2% of \$80,012 "</i>			

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*Forest Hills Elementary School*

	6400	230-Group Insurance	0042 - Forest Hills Elementary School	UniSIG	0.0	\$12,050.00
			Notes: "Health/Life Insurance 15.06 % of \$80,012 "			
	6400	240-Workers Compensation	0042 - Forest Hills Elementary School	UniSIG	0.0	\$408.00
			Notes: "Work Comp @ .51 % of \$80,012 "			
	6400	510-Supplies	0042 - Forest Hills Elementary School	UniSIG	0.0	\$5,030.00
			Notes: Books to include Math in Practice and Thinking Core 10			
	5100	210-Retirement	0042 - Forest Hills Elementary School	UniSIG	0.0	\$11,478.00
			Notes: "Retirement @ 7.92% of \$144,918 "			
	5100	220-Social Security	0042 - Forest Hills Elementary School	UniSIG	0.0	\$8,985.00
			Notes: "Social Security @ 6.2% of \$144,918 "			
	5100	230-Group Insurance	0042 - Forest Hills Elementary School	UniSIG	0.0	\$21,825.00
			Notes: "Health/Life Insurance 15.06 % of \$144,918 "			
	5100	240-Workers Compensation	0042 - Forest Hills Elementary School	UniSIG	0.0	\$739.00
			Notes: "Work Comp @ .51 % of \$144,918 "			
	6400	390-Other Purchased Services	0042 - Forest Hills Elementary School	UniSIG	0.0	\$6,300.00
			Notes: PD coverage @ \$100/hr x 7 hrs x 9 days			
<b>11</b>	<b>G2.B3.S1.A1</b>	<b>Support students and families through additional support services personnel to include social workers, psychologists, guidance counselors - Support PS-MTSS/Rtl systems, track behavior and attendance, link families to essential services, facilitate expedited screening</b>				<b>\$13,012.00</b>
	Function	Object	Budget Focus	Funding Source	FTE	2017-18
	6140	130-Other Certified Instructional Personnel	0042 - Forest Hills Elementary School	UniSIG	0.16	\$9,922.00
			Notes: "83% of .2 Site based School Psychologist"			
	6140	200-Employee Benefits	0042 - Forest Hills Elementary School	UniSIG	0.0	\$144.00
			Notes: "Medicare @ 1.45% of \$9,922 "			
	6140	210-Retirement	0042 - Forest Hills Elementary School	UniSIG	0.0	\$786.00
			Notes: "Retirement @ 7.92% of \$9,922 "			
	6140	220-Social Security	0042 - Forest Hills Elementary School	UniSIG	0.0	\$615.00
			Notes: "Social Security @6.2% of \$9,922 "			

**Hillsborough - 0042 - Forest Hills Elementary School - 2017-18 SIP**  
*Forest Hills Elementary School*

	6140	300-Purchased Services	0042 - Forest Hills Elementary School	UniSIG	0.0	\$1,494.00
			<i>Notes: "Health/Life Insurance 15.06 % of \$9,922 "</i>			
	6140	240-Workers Compensation	0042 - Forest Hills Elementary School	UniSIG	0.0	\$51.00
			<i>Notes: Work Comp @ .51 % of \$9,922</i>			
<b>12</b>	<b>G2.B4.S1.A1</b>	<b>Based on the prioritized list, educational technology will be purchased to support the school (including computer lab furniture)</b>				<b>\$30,351.00</b>
	Function	Object	Budget Focus	Funding Source	FTE	2017-18
	5100	640-Furniture, Fixtures and Equipment	0042 - Forest Hills Elementary School	UniSIG	0.0	\$7,475.00
			<i>Notes: Doc cameras 25@\$299</i>			
	5100	360-Rentals	0042 - Forest Hills Elementary School	UniSIG	0.0	\$5,931.00
			<i>Notes: Site License Reflex Math</i>			
	7200	790-Miscellaneous Expenses	0042 - Forest Hills Elementary School	UniSIG	0.0	\$16,945.00
			<i>Notes: Indirect Cost @ 4.76%</i>			
					<b>Total:</b>	<b>\$378,860.00</b>