

Polk County Public Schools

# Haines City Senior High School



2017-18 Schoolwide Improvement Plan

## Haines City Senior High School

2800 HORNET DR, Haines City, FL 33844

<http://www.hainescityhighschool.com/>

### School Demographics

<b>School Type and Grades Served</b> (per MSID File)	<b>2016-17 Title I School</b>	<b>2016-17 Economically Disadvantaged (FRL) Rate</b> (as reported on Survey 3)
High School PK, 9-12	Yes	80%
<b>Primary Service Type</b> (per MSID File)	<b>Charter School</b>	<b>2018-19 Minority Rate</b> (Reported as Non-white on Survey 2)
K-12 General Education	No	87%

### School Grades History

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

*\*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 Polk 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 Haines City Senior High School

DA Region and RED	DA Category and Turnaround Status
Southwest -	- N/A

## I. Part I: Current School Status

### A. Supportive Environment

#### 1. School Mission and Vision

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

The Mission of Haines City High School is to effectively engage students in the process of learning in order to ensure the opportunity for ALL students to graduate and become productive citizens.

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

###### Vision & Purpose

The purpose of Haines City High School is to facilitate a lifelong learning process focused on high expectations shared by students, teachers, administrators, parents and community members. Our vision at HCHS is to effectively engage our students in the process of learning and ensure that ALL students graduate and become productive citizens capable of competing in a global market.

###### Belief Statement

- Student learning is the chief priority of the school and students' needs should be the primary focus of all school based decisions.
- In a changing world, learning is a lifelong process shared by students, teachers, administrators, parents, and the community.
- Curriculum, instruction, and assessment should incorporate a variety of learning activities to meet the needs of different types of learners.
- Students need to demonstrate essential knowledge through application, problem solving, and production of quality work.
- The character of a community is defined by how it treats its most vulnerable members.

#### 2. School Environment

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

Haines City High School's student body is comprised of many cultures. An atmosphere of respect and appreciation for diversity is cultivated on this campus in many ways. Training for teachers in building positive relationships with students is offered each year. A climate of collaboration and respect for different cultures is established through classroom activities in which students are encouraged to include specific elements from their culture. Another way relationships are built is through planned parental involvement activities such as Multi-Cultural Night and through student clubs and organizations. Haines City High School also utilizes district resources to provide training for teachers to increase effectiveness in reaching culturally diverse and/or students from impoverished households. Multi-cultural book discussions led by both teachers and students are scheduled on a regular basis in our media centers.

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

Haines City High School strives to create an environment where students feel safe and respected before, during, and after school. Safety procedures are in place that ensure a safe atmosphere for the students from the time they arrive on campus until they leave. Adult monitors are assigned locations throughout the campus to monitor before school, during lunch and transitional times, and after school each day. Students are encouraged to advocate for themselves and others through anti-bullying

training. Whenever possible, the media center is open before and after school to provide students with the opportunity to check-out books and utilize technology resources. Many teachers use time before and after school to mentor at-risk students. The school resource officer and discipline deans are highly visible and accessible to students at all times.

**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.**

Haines City High School strives to help each student make positive behavioral choices. The Behavior Intervention Model is used in every classroom throughout the campus. The BIM allows teachers to act in a proactive manner to assist students and have a standardized protocol on the steps to follow when addressing behavioral issues. The NEST is a place to learn, and the school's goal is to help students learn to make positive choices. Through the NEST, issues such as tardiness, minor discipline issues, and dress-code compliance are addressed. Then a student is sent to the NEST as an intervention, the disciplinary team works with him/her to correct the situation. Training for school personnel does not end with new hires. All HCHS personnel receive yearly training on updated district discipline changes, discipline procedures, school safety, fire drills and evacuations, lockdown procedures, active shooter (provided by the on-site school resource officer, and positive classroom management styles).

Mindful Schools will also work with PBIS to help coordinate extending our PBIS interventions for kids.

**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.**

Haines City High School strives to make sure the social-emotional needs of all students are being met. During the intake process, student records are analyzed to determine whether or not a student is currently receiving counseling services or the services of a local agency. This allows for continuity of services for the student. Counselors are available to all students to discuss issues and concerns. Most days there is a Guidance counselor available in the main media center during lunches to address student needs on a 1:1 basis. Based on needs, counselors may make referrals to our regularly scheduled visiting school psychologist and/or outside agencies to obtain services needed for a student. They also serve as a bridge between school, agencies, and parents in locating resources for students, whether it's mental health counseling or academic services such as those provided by the Learning Resource Center. Guidance Counselors work closely with the LEA to screen students who are experiencing learning difficulties or exhibit behavior problems that may require services through Exceptional Student Education. A school-wide mentoring program is in place for at-risk learners. Haines City High School has been selected to receive services from the Mindful Schools Project which will provide additional resources including a social worker to help meet student needs. Media centers have current, relevant books available on mood/mental illnesses in both non-fiction and fiction for individual student check out. There are also book discussions offered on many topics in the mental health spectrum.

### 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.**

NA

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



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

Indicator	Grade Level												Total	
	K	1	2	3	4	5	6	7	8	9	10	11		12
Attendance below 90 percent	0	0	0	0	0	0	0	0	0	184	137	114	119	554
One or more suspensions	0	0	0	0	0	0	0	0	0	192	176	117	75	560
Course failure in ELA or Math	0	0	0	0	0	0	0	0	0	0	0	0	0	
Level 1 on statewide assessment	0	0	0	0	0	0	0	0	0	333	257	206	81	877

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

Indicator	Grade Level												Total	
	K	1	2	3	4	5	6	7	8	9	10	11		12
Students exhibiting two or more indicators	0	0	0	0	0	0	0	0	0	197	233	175	92	697

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

Intervention Strategies:

1. Assign mentors to those most critical based on immediate graduation needs.
2. Data Chats to keep students informed of both strengths and areas of need.
3. Target these students for Extended Learning Opportunities and/or provide additional support from Reading Interventionist and/or Exceptional Student Education teachers.
4. Grade level conferences are held by each counselor twice a year. Counselors meet with Seniors 3 to 4 times per year to ensure students are on track for graduation, as well as to monitor absences and g.p.a.
5. Our Attendance Facilitators tracks students who miss 10 percent or more of available instructional time and 9th grade students with 1 or more absence within the 1st 20 days. The Attendance Dean also sets up parent/student meetings and puts students on an attendance contract.
6. We are implementing a team approach that includes our Attendance Facilitators, School Social Workers and Teachers. Teachers will refer students who display poor attendance to a specific individual. She will make parental contact and discuss any issues or concerns. If the student is under age 16, the School Social Worker will meet/contact the parents and work with the family. Students who are over age 16 will be monitored by the attendance facilitators. If the poor attendance continues, student will be given the opportunity for an alternate educational experience to help be successful.
7. Our Discipline Deans monitor and put on contract those with repeated behavioral referrals.

**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

Haines City High School provides numerous parental involvement opportunities throughout the year. Parents are given opportunities to learn about graduation requirements and are made aware of resources that will help prepare their child for college and career. The guidance department sponsors a parent workshop to assist the students in completing the FAFSA to ensure students are eligible to receive financial aid for college. Additionally, workshops are offered to help parents understand how they can help their child apply academic concepts in real-world situations. Appreciation for diversity is also expressed through parental workshops that highlight cultural awareness and encourage participation of all parents in the educational process of their child. Furthermore, parents are given opportunities to learn about school-based and community-based resources that could be beneficial to their family. Haines City High School also promotes district-sponsored parental workshops and offers its facilities for such events. Consideration for parental work schedules is given, and therefore these opportunities are provided in both daytime and evening time frames. Our school has worked closely with a local transit system to have bus stops placed at convenient locations to encourage increased parental involvement for families who do not have transportation. The Title I budget allots at least 1% of the total funds spent at the school to be utilized for parental involvement. These funds may be used for purchases including, but not limited to, costs associated with printing informational materials for parents, postage for mail-outs, meals provided at parent involvement activities, etc. The total parental involvement allocation for the 2014-15 school year is \_\_\_\_\_.

### **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.**

Haines City High School builds and sustains partnerships with the local community for the purpose of securing and utilizing resources to support the school and student achievement. Members of the SAC committee establish connections with various civic organizations and local businesses to provide resources to support and award student achievement. Furthermore, club sponsors at Haines City High School seek to partner with businesses and community organizations that can provide resources specific in nature to their particular club. Many faculty members of Haines City High School also utilize their own personal connections within the community to secure resources. The family involvement paraprofessional also utilizes knowledge gained from district professional development to establish partnerships with local businesses. Haines City High School maintains an active membership in the local Chamber of Commerce to establish connections between the school and businesses that serve the community. Haines City High School has been selected to be part of the Mindful Schools Grant that will provide further assistance in obtaining sustainable partnerships.

## 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
Lane, Adam	Principal
Gables, Melinda	Other
Bozeman, Melissa	Other
McDaniel, Alfonso	Assistant Principal
McLendon, Elbony	Dean
Riviere, Hayley	Instructional Coach
Shick, Jason	Assistant Principal
Young, Crystal	Dean
Herrington, Patrick	Dean
Kipp, Kenneth	Teacher, Career/Technical Assistant Principal
Reyes, Igdelia	Other
Rios, Christina	Assistant Principal

**b. Duties**

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

The school-based leadership team will provide a common vision for the use of data-based decision making and will assist all teachers in the implementation of the school's MTSS. The principal and assistant principals will supervise the development of a strong infrastructure for implementation and ensure that implementation is occurring. The principal and assistant principals will ensure teacher participation in professional learning communities and collaborative planning occurs to support data-based decision making. The principal and assistant principals will also ensure that communication with parents regarding MTSS/Rtl occurs to inform parents of the measures in place to support their student. The Academic Coach, Assistant Principal II and the Math Interventionist will identify and analyze existing literature on best practices/intervention approaches and identify systematic patterns of student need at the school. The Academic Coach and Assistant Principal II will also work with district personnel to identify appropriate, evidence-based intervention strategies and assist with school wide screening programs. ESE and general education teachers will participate in student data collection, integrate core instructional activities/materials/instruction in tiered interventions and provide information about core instruction.

**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.**

Through bi-monthly department meetings and weekly common planning sessions, teachers will have the opportunity to examine student data, including attendance and individual assignment grades as well as progress monitoring data to monitor the effectiveness of supports and instruction. Content-area teachers will have individual data chats with students periodically through the year during class time and mentoring sessions that will assist students with individualized plans addressing academic and/or attendance needs. The Literacy Coach and Assistant Principals will provide mentoring and support for the classroom teachers and assist in monitoring data and the effectiveness of instruction through observations and walk-throughs. The Math Interventionist will work closely with the academic

coach and dean to provide remedial instruction for struggling learners based on data from formative and summative assessments.

#### Title I, Part A

Funds school-wide services to Haines City High School. Title I funds provide supplemental instructional resources and interventions for students with academic achievement needs. Title I, Part A, support provides after-school programs, supplemental instructional materials, resources teachers, technology for students, professional development for the staff, and resources for parents.

#### Title I, Part C-Migrant

Migrant students enrolled in Haines City High School will be assisted by the school and by the District Migrant Education Program (MEP). Services to migrant students are prioritized based on individual needs and migrant status. MEP Teacher Advocates assigned to schools with high percentages of migrant students monitor the progress of these at-risk students and provide or coordinate supplemental academic support. Migrant Home-School Liaisons identify and recruit migrant students and their families for the MEP. They provide support to individual students and their families by locating services necessary to ensure the academic success of these highly mobile students.

#### Title I, Part D

Provides Transition Facilitators to assist students with transition from the Department of Juvenile Justice (DJJ) facilities back into the school for which they are zoned. The Transition Facilitators communicate with the Guidance Counselors at schools to facilitate the transfer of records and ensure appropriate placement.

#### Title II

Professional development resources are available to Title I schools through Title II funds. Additionally, School Technology Services provide technical support, technology training, and licenses for software programs and web-based access via Title II-D funds. Funds available to Haines City High School are used to purchase professional training materials.

#### Title III

Provides supplemental resources for English Language Learners (ELL) and their teachers in Title I schools, as well as professional learning opportunities for school staff.

#### Title X-Homeless

The Hearth program, which is funded through Title X, provides support for identified homeless students. Title I provides support for this program, and many activities implemented by the Hearth program are carried out in cooperation with the Migrant Education Program (MEP) funded through Title I, Part C.

#### Title IV

##### Violence Prevention Programs

Title IV provides violence and drug prevention programs in schools in order to promote a safe school environment. Examples of these programs include anti-bullying, gang awareness, gun awareness, etc.

SAI- These funds are available through an application process in which schools will describe additional activities/supports they will provide for struggling students in the area of Reading and Math based on the granting of funds requested in the application. Funds are granted annually and not included in the annual budget.

## 2. School Advisory Council (SAC)

### a. Membership

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

Name	Stakeholder Group
Adam Lane	Principal
Jason Shick	Principal
Elbony Mclendon	Teacher
Sharon Appling	Education Support Employee
Tom Broadway	Business/Community
Michael Hill	Parent
Fred Ryder	Business/Community
Crystal Young	Education Support Employee
Valarie Kowlessar	Parent
Leslie Paul	Parent
Donald Brown	Business/Community
Ersley Johnson	Business/Community
Melinda Gables	Education Support Employee
Norma Hernandez	Student
Jackie Shadrake	Parent
Leslie Howe	Parent
Larissa Ensign	Education Support Employee

**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*

Administration began planning at the county planning session, looking at all the things we have done and plan to do in the future based on the needs assessment. Our vision has been shared at key times throughout the year with the SAC committee A pervasive method of monitoring teachers, both formally and informally, has been successfully implemented at Haines City High School. Furthermore, clearly defined collaborative planning structures have been put into place to ensure consistency in planning for rigorous instruction as well as the development of common assessments.

*b. Development of this school improvement plan*

The development of this plan included input from various stakeholders. Input from SAC members, staff members, and teachers was also included when developing this plan. Student data was analyzed to determine the focus for the upcoming school year. This data included state assessment data as well as data that serves as indicators of student success (i.e. behavior, attendance, graduation rate, etc.) as well as school based data that was gathered throughout the year, including overall trends and teacher specific data.

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

SAC members have been included in the development of the school's annual budget and plan. Adjustments have been made in some areas based on input from members. Title I funding will be used for additional extended learning opportunities for both students and teachers.

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

School improvement funds were used to provide extended learning opportunities for students in Reading and Math. These learning opportunities included both after school tutoring and Saturday Boost Camps. Funds were also allocated for professional development opportunities for teachers that focused on school and district initiatives. This included providing substitutes for teachers to participate in curriculum planning sessions at their school.

**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
Hoffmann, Connie	Instructional Media
Bozeman, Melissa	Other
Emiba, Lacy	Teacher, K-12
Graffam, Ben	Teacher, K-12
Lane, Adam	Principal
Myers, Paul	Teacher, K-12
Riviere, Hayley	Instructional Coach
Reyes, Igdelia	Other
Reyes, Lydia	Teacher, K-12

**b. Duties**

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

Literacy is promoted within Haines City High School in the following ways:

1. Parent Literacy Night focused on both student and parent literacy needs.
2. Encouragement of independent reading through our welcoming media centers, one located on the main campus and the other one at the Freshman Academy, that include a variety of lexile-leveled books to address all reading levels.
3. Teacher and student-led student weekly "book talks."
4. Media Specialist training both students and faculty on the various technological aspects available on campus to support literacy for all.
5. Increase use of informational texts in both independent/instructional resources.
6. Enhance the literacy environment through the acquisition of a variety of lexile-leveled materials as determined through reading assessments.
7. Literacy Ambassador Team that is composed of students and teachers, who promote literacy on campus. This includes the book discussion sessions, and coding club which meets daily to promote technology literacy.
8. Provides a makerspace available to students during both lunches. Among many other benefits, the makerspace allows students to interact and create both independently and with teams engaging in

activities such as chess, checkers, intricate coloring and designing as well as exploring the composition of disassembled electronics. The makerspace offers a sense of community and camaraderie leveling the field among all students.

9. Community outreach by representing our school annually in the Polk County All-County Reads, Power Up Polk! Initiative.

## 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.

Collaborative planning occurs during common planning periods which vary by content area. Teachers who have a common planning period with their peers within the master schedule meet bi-weekly during that time.

English - weekly common planning sessions will take place on Tuesdays and Thursday during 6th period

Reading - weekly common planning sessions will take place on Tuesdays and Thursday during 3rd period

Math- weekly common planning sessions will take place on Tuesdays and Thursday during 5th period (majority)

Science - weekly common planning sessions will take place on Tuesdays and Thursday during 1st period (majority)

Social Studies - weekly common planning sessions will take place on Tuesdays and Thursday during 7th period

Electives - weekly common planning sessions will take place on Tuesdays and Thursday various periods

Common assessments are also used, which reinforces the importance of collaborative planning.

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

Haines City High School uses several strategies to seek, recruit and retain highly qualified/certified-in-field and effective teachers. Assistant Principal, Stephen Scheloske, attends a yearly out-of-state teacher recruitment event that has resulted in the hiring of several new teachers. The administration of Haines City High School also encourages its educators to seek additional certifications in order to meet the course requests/academic requirements of the student body. Furthermore, a climate of support has been established through the creation of the New Teacher Support Program that provides coaching, professional development, structured peer observations, and mentoring to brand new teachers throughout the school year.

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

Rationale for pairing: Pairs are created based on the need and may include, but are not limited to:

Content-area expert for those with content needs

Pedagogical expert for non-education majors and/or those demonstrating need

Classroom management expert for those with identified needs

Planned Mentoring Activities:

Lesson planning assistance

Modeling teaching strategies

Model classroom visits (implementation of peer-to-peer observations)



Co-teaching

Monthly meetings with Instructional Coach and Assistant Principal II

Quarterly reviews with Mentor and Assistant Principal II to verify certification compliance

We are also building capacity at our school by selecting teacher leaders to mentor new teachers and teachers with curriculum needs. These teachers are also participating in district lead initiatives, such as the Teacher Leader Cadre.

## 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.**

Haines City High School teachers follow district created learning maps/modules and use district appointed materials to ensure that all core instructional programs are aligned to Florida's standards. Administrators and members of the leadership team monitor the use of these materials through observations and planning sessions with teachers. Professional development is also conducted to allow teachers the opportunity to further work with the Florida standards and to examine different ways these standards can be implemented in their classes. Curriculum planning sessions are scheduled to help teachers become more familiar with the expectations of the standards and how they are aligned from grade level to grade level.

#### 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.**

Prior year student data is used to place students in the appropriate initial academic courses. Intensive Reading and Intensive Algebra students are scheduled for remediation based on end of year progress monitoring and prior year standardized test results. Flexible grouping based on formative and summative assessments is utilized in all academic classrooms to allow for differentiated instruction and/or small group instruction.

**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: After School Program**

**Minutes added to school year: 6,000**

After school math tutoring (TBD) and reading tutoring (TBD). School ACT Prep and English tutoring will also be established. Targeted students by the district attend a district level prep course for ACT.

**Strategy Rationale**

Additional instructional support in the areas of reading and math to address areas of need in both EOCs and the FSA assessment.

**Strategy Purpose(s)**

- Core Academic Instruction

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

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

FAIR data, math progress monitoring data, and final assessment results will be used to monitor the progress made by students in addition to school generated common assessments. Students will also be surveyed to monitor the impact of these extended learning opportunities.

**Strategy: Extended School Day**

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

The media center will remain open for an extra hour two days per week after school to give students the opportunity to use the computers for research, receive assistance with literacy resources, and to provide an opportunity for the students to check out books.

**Strategy Rationale**

Many of our students do not have computer access at home. Since we have a large number of students who spend extra hours after school practicing for sports, music programs, theater, etc., we felt that it would be beneficial to offer extended media hours to all students for two days per week. Several students and parents requested that extra time be made available for the use of the media center.

**Strategy Purpose(s)**

- Enrichment

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

Hoffmann, Connie, [connie.hoffmann@polk-fl.net](mailto:connie.hoffmann@polk-fl.net)

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

The media center will remain open for an extra hour two days per week after school to give students the opportunity to use the computers for research, receive assistance with literacy resources, and to provide an opportunity for the students to check out books.

**Strategy:** After School Program

**Minutes added to school year:** 3,000

Tutoring/Study Hall for Athletes

**Strategy Rationale**

Additional instructional support in all academic areas with emphasis on math and reading in order to ensure students maintain academic eligibility.

**Strategy Purpose(s)**

- Core Academic Instruction

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

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

Students will submit weekly grade reports to monitor academic progress and achievement. Students, coaches, and teachers will also be surveyed to monitor the impact of additional assistance and study time.

**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.**

The Academic Dean visits each feeder middle school to discuss options, electives and general school information. We hold a Freshman Parent Night in January to give parents an opportunity to learn more about our school and our expectations. We also offer another Freshman Night in late May for incoming Freshman to tour our campus. Students/parents are provided a draft of the student's schedule, learn about clubs, sports and become familiar with the general campus layout. Counselors will visit middle schools to speak with students and enroll incoming freshmen

Grade level conferences are held by each counselor twice a year. Counselors meet with Seniors 3 to 4 times per year to ensure students are on track for graduation, as well as to monitor absences and GPA.

Our Attendance Facilitator tracks students who miss 10 percent or more of available instructional time and 9th grade students with 1 or more absence within the 1st 20 days. The Attendance Facilitator also sets up parent/student meetings and puts students at risk on an attendance contract.

Graduating students are targeted by programs such as Upward Bound and Educational Talent Search to provide assistance with scholarships, financial aid, tutoring and career exploration.

**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.**

Each student meets with his/her guidance counselor many times throughout their high school career. These meetings increase in their senior year, and each senior meets with their counselor to discuss future plans and graduation requirements. Colleges make regular visits to campus, along with military and career representatives so students are exposed to a variety of post-graduation opportunities.

In order to improve student readiness for the public postsecondary level, the following strategies are being implemented: increase in the number and availability of advanced courses for all students; more college visits and guest speakers that focus on post-graduation opportunities; workshops to improve writing for college applications, scholarship opportunities, and writing in college.

Graduating students are targeted by Counselors and programs such as Upward Bound and Educational Talent Search to provide assistance with scholarships, financial aid, tutoring and career exploration.

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

Haines City High School offers students the opportunity to take courses in career academies that lead to industry certifications including those listed below. Students can also choose to take advanced courses that lead to college readiness and college credit such as Advanced Placement courses in English, Science, and Social Studies provided on campus and Dual Enrollment courses in English, Digital Design, and College Success are provided on campus as well as additional offerings at Polk State College.

Industry Certifications include:

**AMP**

Adobe Certified Associate Premiere CC  
Adobe Certified Associate InDesign CC  
Adobe Certified Associate Dreamweaver CC  
Adobe Certified Associate Illustrator CC  
Microsoft Office Specialist 2016

**EATS**

Agricultural Mechanics  
Agricultural Communications  
Agritechnology  
Animal Science  
Agricultural Biotechnology  
Aquaculture Science

**ACES**

Introductory Child Care Training Certificates - FLDCF004 (must pass all exams)  
Staff Credentials - Florida Department of Children and Families, Child Care Services - FLDCF005  
Child Development Associate (CDA) - CPREC001  
Early Childhood Professional Certificate (ECPC) - FLDOE001

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

Integration of career and technical education on campus is provided through the implementation of six (6) career academies.

1. Academy of Media Production (AMP)

2. Environmental Agricultural and Technology Academy (EATA)
3. Academy of Children Education Studies (ACES)
4. Visual Arts Academy
5. Performing Arts Academy
6. JROTC

ALL academies incorporate the consistent use of informational texts, technical writing and career exploration in order 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.**

In order to ensure student readiness for the public postsecondary level, Haines City High School ensures that all curriculum is aligned with the Florida Standards. A variety of Advanced Placement, International Baccalaureate, and Dual Enrollment courses are offered to all students. Students are encouraged to take higher level math and science courses prior to graduation. Students are also encouraged to take tests such as the PSAT, ACT, PERT, and SAT. ACT/SAT and EOC Boost Camps are offered throughout the year to provide additional tutoring to ensure students are prepared to not only take these necessary tests, but to also pass each assessment taken. Students are also exposed to colleges prior to graduating through college visits and guest speakers.

## 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.

Our opportunities for improvement are in four main areas as identified by our step zero planning process. Those areas are attendance, ESE support, correct student placement, and correct teacher placement.

### 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.

Low Student Engagement, transportation, no attendance management system, skipping, disciplinary actions contributing to attendance.

**C. Strategic Goals**

## School Improvement Goals

The following key is intended to help readers understand how the sections of this document correspond to the steps of the 8-step planning and problem-solving framework used in the School Improvement Plan. The Quick Key numbers can help registered users go directly to the point of entry for any given goal, barrier and strategy within the online survey.

### Problem Solving Key

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

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

## Strategic Goals Summary

- G1.** Haines City High School will reduce the number of chronic absences from 30% to 20%
- G2.** Haines City High School teachers will establish a positive culture of learning that reflects high expectations of all learners and will implement a system of positive behavior interventions/ support which will result in increased student achievement.
- G3.** Haines City High School teachers will engage students in rigorous learning activities that are aligned with state standards and will result in demonstrated learning gains for all students.
- G4.** Develop a pervasive coaching model, built upon a structured process, which is inclusive of both staff and administration with the goal of improving teaching and learning.

## 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. Haines City High School will reduce the number of chronic absences from 30% to 20%** 1a

G098904

**Targets Supported** 1b

Indicator	Annual Target
Attendance rate	20.0

**Targeted Barriers to Achieving the Goal** 3

- No system in place to work with MTSS at Tiers I and II

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

- Mindful schools
- Attendance Dean
- PBIS Team
- PBIS Class
- Behavioral Interventionist

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

PBIS attendance incentives

**Person Responsible**

Melinda Gables

**Schedule**

Quarterly, from 9/1/2017 to 5/25/2018

**Evidence of Completion**

Number of students eligible for/attending attendance incentives.

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

Monitor number of students on campus for 1st period (monitoring for potential transportation issues).

**Person Responsible**

Melinda Gables

**Schedule**

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

**Evidence of Completion**

Attendance data of specific neighborhood(s); bus(es); and 1st period classes and teachers.



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

Monitor Tier II and III interventions for fidelity and outcomes.

**Person Responsible**

Melinda Gables

**Schedule**

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

**Evidence of Completion**

Attendance data of specific period(s), class(es), and teacher(s) – Fidelity data from the PIC and BOQ.

**G2.** Haines City High School teachers will establish a positive culture of learning that reflects high expectations of all learners and will implement a system of positive behavior interventions/support which will result in increased student achievement. 1a

G098905

**Targets Supported 1b**

Indicator	Annual Target
Discipline incidents	10.0

**Targeted Barriers to Achieving the Goal 3**

- Number of discipline referrals especially among 9th graders; discipline data reflects that 50% of our discipline referrals are generated for 9th graders.

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

- Discipline Deans, Behavioral Interventionist, PBIS team

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

Behavioral interventionist will review data related to discipline to determine if progress is being made towards the goal. Administrators and club sponsors will monitor student attendance and grades to determine if club involvement is having a positive impact on students' achievement.

**Person Responsible**

Crystal Young

**Schedule**

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

**Evidence of Completion**

Course grades, attendance rates, discipline referral data.

**G3.** Haines City High School teachers will engage students in rigorous learning activities that are aligned with state standards and will result in demonstrated learning gains for all students. 1a

G098906

**Targets Supported** 1b

Indicator	Annual Target
Math Lowest 25% Gains	75.0
ELA/Reading Lowest 25% Gains	75.0

**Targeted Barriers to Achieving the Goal** 3

- Teachers are in need of ongoing support in providing differentiated instructional practices to meet the needs of all learners; including a large population of English Language Learners. Teachers are in need of support in order to increase student engagement and refine classroom management practices.
- Students are in need of ongoing academic support in the form of a small group setting and extra practice in English and Math courses to meet the rigor of the FSA standards.

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

- School and District PD
- After school tutoring

**Plan to Monitor Progress Toward G3.** 8

Administrators, instructional coaches, and teachers will analyze students' data to determine if the strategies from the PD are having a positive impact on student achievement.

**Person Responsible**

Crystal Young

**Schedule**

Quarterly, from 8/25/2017 to 5/25/2018

**Evidence of Completion**

Teacher evaluation ratings, assessments results (FSAs, ACT/SAT/PERT)

**Plan to Monitor Progress Toward G3.** 8

FSA tested English teachers will meet to grade progress monitoring essays and plan engaging lessons to help better prepare their students moving forward based on the progress monitoring essay data.

**Person Responsible**

Christina Rios

**Schedule**

On 11/1/2017

**Evidence of Completion**

**G4.** Develop a pervasive coaching model, built upon a structured process, which is inclusive of both staff and administration with the goal of improving teaching and learning. 1a

G098907

**Targets Supported** 1b

Indicator	Annual Target
AMO Reading - All Students	
AMO Math - All Students	

**Targeted Barriers to Achieving the Goal** 3

- Teacher mindset of Coaching

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

- The Growth Mindset: Coach

**Plan to Monitor Progress Toward G4.** 8

Coaches will complete the coaching cycle with teachers who have identified needs.

**Person Responsible**

Crystal Young

**Schedule**

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

**Evidence of Completion**

Coaches' logs, documentation of communication, pre and post conference notes

## Action Plan for Improvement

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

### Problem Solving Key

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

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

**G1.** Haines City High School will reduce the number of chronic absences from 30% to 20% **1**

G098904

**G1.B1** No system in place to work with MTSS at Tiers I and II **2**

B266245

**G1.B1.S1** Form Attendance MTSS committee. **4**

S282176

### **Strategy Rationale**

This component is currently missing from our PBIS program and we plan to add it.

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

Hold stakeholder meeting to determine interest in serving on MTSS attendance committee.

#### **Person Responsible**

Adam Lane

#### **Schedule**

On 8/8/2017

#### **Evidence of Completion**

Meeting/Agenda Minutes

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

Assign roles within the committee

#### **Person Responsible**

Melinda Gables

#### **Schedule**

Monthly, from 8/31/2017 to 5/25/2018

#### **Evidence of Completion**

Attendance reports and PBIS meeting agendas/minutes

**Action Step 3** 5

Meet with attendance dean, PBIS class, and behavioral interventionist to discuss attendance data.

**Person Responsible**

Adam Lane

**Schedule**

Monthly, from 8/10/2017 to 5/25/2018

**Evidence of Completion**

PBIS committee agendas/minutes and attendance data

**Action Step 4** 5

Determine causes of low attendance

**Person Responsible**

Melinda Gables

**Schedule**

Monthly, from 8/31/2017 to 5/25/2018

**Evidence of Completion**

PBIS committee agendas/minutes & attendance data.

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

Hold stakeholder meeting to determine interest in serving on MTSS attendance committee

**Person Responsible**

Adam Lane

**Schedule**

On 8/8/2017

**Evidence of Completion**

Committee agenda/minutes

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

Assign roles within the committee

**Person Responsible**

Melinda Gables

**Schedule**

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

**Evidence of Completion**

Attendance reports and PBIS meeting agendas/minutes

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

Meet with attendance dean and PBIS committee to discuss attendance data.

**Person Responsible**

Adam Lane

**Schedule**

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

**Evidence of Completion**

PBIS committee agendas/minutes and attendance data.

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

Transportation

**Person Responsible**

Melinda Gables

**Schedule**

Weekly, from 8/25/2017 to 5/25/2018

**Evidence of Completion**

Attendance data of specific bus(es), class(es), neighborhood(s)



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

Skipping

**Person Responsible**

Melinda Gables

**Schedule**

Weekly, from 8/25/2017 to 5/25/2018

***Evidence of Completion***

Attendance data of specific class(es), period(s), teacher(s)

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

Student engagement

**Person Responsible**

Melinda Gables

**Schedule**

Weekly, from 8/25/2017 to 5/25/2018

***Evidence of Completion***

Attendance data of specific class(es), period(s), teacher(s)

**G2.** Haines City High School teachers will establish a positive culture of learning that reflects high expectations of all learners and will implement a system of positive behavior interventions/support which will result in increased student achievement. 1

G098905

**G2.B1** Number of discipline referrals especially among 9th graders; discipline data reflects that 50% of our discipline referrals are generated for 9th graders. 2

B266250

**G2.B1.S1** Implementation of a Leadership class for 9th graders. 4

S282180

### Strategy Rationale

Freshmen historically have a higher number of ODRs, so extra instruction in this area can help reduce this number.

### Action Step 1 5

Implementation of a Leadership class for 9th graders.

#### Person Responsible

Christina Rios

#### Schedule

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

#### Evidence of Completion

Discipline referrals data for 9th graders, course grades.

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

Teacher will deliver lessons to help 9th graders complete grade level promotion requirements, acquire skills that will assist them in staying on track for graduation, and maintain positive behavior in school.

#### Person Responsible

Christina Rios

#### Schedule

Daily, from 8/25/2017 to 5/25/2018

#### Evidence of Completion

Lesson Plans

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

Teacher will attend common planning sessions and review lesson plans to monitor the effectiveness of the class.

**Person Responsible**

Jason Shick

**Schedule**

Biweekly, from 8/25/2017 to 5/25/2018

**Evidence of Completion**

Common Planning Notes form

**G2.B1.S2** Provide a school culture that promotes academic achievement and involvement in extracurricular activities such as clubs and sports. 4

 S282181

**Strategy Rationale**

These are the two areas where our school needs to grow the most.

**Action Step 1 5**

Provide a school culture that promotes involvement in extracurricular activities such as clubs and sports.

**Person Responsible**

Melinda Gables

**Schedule**

Quarterly, from 8/25/2017 to 5/25/2018

**Evidence of Completion**

List of clubs and sports offered at school. List of clubs and sports participating in the Freshman Palooza

**Plan to Monitor Fidelity of Implementation of G2.B1.S2 6**

Administrators will meet regularly with club sponsors and coaches.

**Person Responsible**

Melinda Gables

**Schedule**

Quarterly, from 8/25/2017 to 5/25/2018

***Evidence of Completion***

Clubs and Sports Rosters

**Plan to Monitor Effectiveness of Implementation of G2.B1.S2 7**

Administrators will visit club meetings to monitor club membership and activity.

**Person Responsible**

Melinda Gables

**Schedule**

Quarterly, from 8/25/2017 to 5/25/2018

***Evidence of Completion***

Sign in sheets, meeting minutes/agendas

**G2.B1.S3 Implementation of PBIS (Positive Behavior Interventions and Supports)** 4

S282182

**Strategy Rationale**

This program has been effective in teaching positive behavior to our students and reducing ODRs

**Action Step 1** 5

Implementation of PBIS (Positive Behavior Interventions and Supports)

**Person Responsible**

Adam Lane

**Schedule**

Quarterly, from 8/25/2017 to 5/25/2018

**Evidence of Completion**

Positive behaviors will be rewarded with a variety of methods, including Emerald Leader awards and Hornet Bucks. PBIS will be used to provide Social Emotional Learning Supports. Student participation will be monitored through teacher's surveys, reports, and activity at the Hornet School Store.

**Plan to Monitor Fidelity of Implementation of G2.B1.S3** 6

PRIDE posters will be placed in all areas of the campus to serve as visual reminders of school expectations. Staff will be reinforcing the lessons for expectations, and recognizing the behavior in all areas of the campus using Hornet Bucks.

**Person Responsible**

Adam Lane

**Schedule**

Daily, from 8/25/2017 to 5/25/2018

**Evidence of Completion**

**Plan to Monitor Effectiveness of Implementation of G2.B1.S3** 7

Administrators will meet regularly with the PBIS team.

**Person Responsible**

Adam Lane

**Schedule**

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

**Evidence of Completion**

Sign in sheets, meeting minutes/agendas

**G3.** Haines City High School teachers will engage students in rigorous learning activities that are aligned with state standards and will result in demonstrated learning gains for all students. 1

G098906

**G3.B1** Teachers are in need of ongoing support in providing differentiated instructional practices to meet the needs of all learners; including a large population of English Language Learners. Teachers are in need of support in order to increase student engagement and refine classroom management practices. 2

B266251

**G3.B1.S1** Teacher will attend School and District PD 4

S282183

**Strategy Rationale**

Teachers should continue developing their tools to provide our students with quality instruction.

**Action Step 1** 5

Plan and coordinate PD opportunities during common planning (PLC) for teachers to improve in the areas of student engagement, literacy instruction, and classroom management.

**Person Responsible**

Christina Rios

**Schedule**

Quarterly, from 8/25/2017 to 5/25/2018

**Evidence of Completion**

PD Agenda, PD sign in sheets, PD documents and PD follow up

**Plan to Monitor Fidelity of Implementation of G3.B1.S1** 6

Administrators will monitor attendance and participation in PD opportunities.

**Person Responsible**

Crystal Young

**Schedule**

Quarterly, from 8/25/2017 to 5/25/2018

**Evidence of Completion**

Sign in sheets, follow up activities, PD evaluations, arrow forms, in-service records

**Plan to Monitor Effectiveness of Implementation of G3.B1.S1** 7

Administrators and coaches will perform regular evaluations and classroom visits to determine if strategies from participation in professional development are being implemented in classroom instruction. Teachers will be provided with specific, actionable feedback based on instructional practices observed.

**Person Responsible**

Alfonso McDaniel

**Schedule**

Quarterly, from 8/25/2017 to 5/25/2018

**Evidence of Completion**

Walkthroughs data, conversations



**G3.B2** Students are in need of ongoing academic support in the form of a small group setting and extra practice in English and Math courses to meet the rigor of the FSA standards. 2

B266252

**G3.B2.S1** Students who need extra academic support in English and Math courses will have to opportunity to attend after school tutoring to improve their understand of their content areas. 4

S282184

### Strategy Rationale

#### Action Step 1 5

Two teachers from both English and Math will tutor academically struggling students after school two days a week.

#### **Person Responsible**

Crystal Young

#### **Schedule**

Weekly, from 10/9/2017 to 4/27/2018

#### **Evidence of Completion**

attendance logs and tutoring lesson plans

#### Action Step 2 5

FSA tested English teachers will meet to grade progress monitoring essays and plan engaging lessons to help better prepare their students moving forward based on the progress monitoring essay data.

#### **Person Responsible**

Hayley Riviere

#### **Schedule**

Quarterly, from 11/1/2017 to 11/1/2017

#### **Evidence of Completion**

progress monitoring data and lesson plans

**Plan to Monitor Fidelity of Implementation of G3.B2.S1** 6

Teachers will prepare lessons and practice for students based on FSA standards.

**Person Responsible**

Crystal Young

**Schedule**

On 4/27/2018

**Evidence of Completion**

records of lesson plans and weekly common planning minutes

**Plan to Monitor Fidelity of Implementation of G3.B2.S1** 6

FSA tested English teachers will meet to grade progress monitoring essays and plan engaging lessons to help better prepare their students moving forward based on the progress monitoring essay data.

**Person Responsible**

Christina Rios

**Schedule**

Quarterly, from 11/1/2017 to 11/1/2017

**Evidence of Completion**

**Plan to Monitor Effectiveness of Implementation of G3.B2.S1** 7

Teachers will keep records of lessons and practice presented at tutoring sessions, as well as attendance logs.

**Person Responsible**

Crystal Young

**Schedule**

On 4/27/2018

**Evidence of Completion**

Attendance logs and tutoring lesson plans

**Plan to Monitor Effectiveness of Implementation of G3.B2.S1 7**

FSA tested English teachers will meet to grade progress monitoring essays and plan engaging lessons to help better prepare their students moving forward based on the progress monitoring essay data.

**Person Responsible**

Christina Rios

**Schedule**

On 11/1/2017

**Evidence of Completion**

**G4.** Develop a pervasive coaching model, built upon a structured process, which is inclusive of both staff and administration with the goal of improving teaching and learning. 1

G098907

**G4.B1** Teacher mindset of Coaching 2

B266253

**G4.B1.S1** Implementation of New Teacher Support Program 4

S282185

**Strategy Rationale**

Support and coach new teachers to improve teacher retention rate and quality of instruction.

**Action Step 1 5**

New Teacher Support Program

**Person Responsible**

Christina Rios

**Schedule**

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

**Evidence of Completion**

New Teacher Support binder, observation schedules, coaching notes by coaches and teachers, other documentation, survey of needs, various assignments.

**Plan to Monitor Fidelity of Implementation of G4.B1.S1** 6

Follow-up with coaches and Rios, checks for coaching conferences

**Person Responsible**

Crystal Young

**Schedule**

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

***Evidence of Completion***

Documentation of coaching conferences and assignments

**Plan to Monitor Effectiveness of Implementation of G4.B1.S1** 7

Improvement of classroom management and instructional strategies

**Person Responsible**

Christina Rios


**Schedule**

Quarterly, from 8/25/2017 to 5/25/2018

***Evidence of Completion***

Needs survey completed by teachers, teacher conferences, evaluations

**G4.B1.S2** Implement Multi-Tiered System of Support for teachers who have been teaching 3 years or less based on needs. 4

 S282186

### Strategy Rationale

Research indicates that teachers who receive continuous coaching and mentoring within their first three years of teaching demonstrate the greatest rate of retention and rank higher in classroom performance.

### Action Step 1 5

Tier 2 and Tier 3 teachers (those in their 2nd and 3rd year teaching) will have the opportunity to schedule appointments with coaches on an as-needed basis. A meeting for those teachers will be held each semester.

#### Person Responsible

Crystal Young

#### Schedule

Semiannually, from 8/25/2017 to 5/25/2018

#### Evidence of Completion

Coach conferences, assignments given by coach, teacher reflection logs

### Plan to Monitor Fidelity of Implementation of G4.B1.S2 6

Conferences with Coaches

#### Person Responsible

Christina Rios

#### Schedule

Quarterly, from 8/25/2017 to 5/25/2018

#### Evidence of Completion

Discussion notes/coaches' logs

**Plan to Monitor Effectiveness of Implementation of G4.B1.S2** 7

Surveys and/or conferences with Tier 2 and Tier 3 teachers

**Person Responsible**

Crystal Young

**Schedule**

Semiannually, from 8/25/2017 to 5/25/2018

***Evidence of Completion***

Results of Surveys and/or conferences

## IV. Implementation Timeline

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
<b>2018</b>					
G1.B1.S1.MA1 M413238	Hold stakeholder meeting to determine interest in serving on MTSS attendance committee	Lane, Adam	8/8/2017	Committee agenda/minutes	8/8/2017 one-time
G1.B1.S1.A1 A380789	Hold stakeholder meeting to determine interest in serving on MTSS attendance committee.	Lane, Adam	8/8/2017	Meeting/Agenda Minutes	8/8/2017 one-time
G3.MA2 M413258	FSA tested English teachers will meet to grade progress monitoring essays and plan engaging lessons...	Rios, Christina	11/1/2017		11/1/2017 one-time
G3.B2.S1.MA4 M413254	FSA tested English teachers will meet to grade progress monitoring essays and plan engaging lessons...	Rios, Christina	11/1/2017		11/1/2017 one-time
G3.B2.S1.MA3 M413256	FSA tested English teachers will meet to grade progress monitoring essays and plan engaging lessons...	Rios, Christina	11/1/2017		11/1/2017 quarterly
G3.B2.S1.A2 A380798	FSA tested English teachers will meet to grade progress monitoring essays and plan engaging lessons...	Riviere, Hayley	11/1/2017	progress monitoring data and lesson plans	11/1/2017 quarterly
G3.B2.S1.MA1 M413253	Teachers will keep records of lessons and practice presented at tutoring sessions, as well as...	Young, Crystal	10/2/2017	Attendance logs and tutoring lesson plans	4/27/2018 one-time
G3.B2.S1.MA1 M413255	Teachers will prepare lessons and practice for students based on FSA standards.	Young, Crystal	10/2/2017	records of lesson plans and weekly common planning minutes	4/27/2018 one-time
G3.B2.S1.A1 A380797	Two teachers from both English and Math will tutor academically struggling students after school...	Young, Crystal	10/9/2017	attendance logs and tutoring lesson plans	4/27/2018 weekly
G1.MA1 M413241	PBIS attendance incentives	Gables, Melinda	9/1/2017	Number of students eligible for/ attending attendance incentives.	5/25/2018 quarterly
G1.MA2 M413242	Monitor number of students on campus for 1st period (monitoring for potential transportation...	Gables, Melinda	8/25/2017	Attendance data of specific neighborhood(s); bus(es); and 1st period classes and teachers.	5/25/2018 monthly
G1.MA3 M413243	Monitor Tier II and III interventions for fidelity and outcomes.	Gables, Melinda	8/25/2017	Attendance data of specific period(s), class(es), and teacher(s) – Fidelity data from the PIC and BOQ.	5/25/2018 monthly
G2.MA1 M413250	Behavioral interventionist will review data related to discipline to determine if progress is being...	Young, Crystal	8/25/2017	Course grades, attendance rates, discipline referral data.	5/25/2018 monthly
G3.MA1 M413257	Administrators, instructional coaches, and teachers will analyze students' data to determine if the...	Young, Crystal	8/25/2017	Teacher evaluation ratings, assessments results (FSAs, ACT/SAT/ PERT)	5/25/2018 quarterly
G4.MA1 M413263	Coaches will complete the coaching cycle with teachers who have identified needs.	Young, Crystal	8/25/2017	Coaches' logs, documentation of communication, pre and post conference notes	5/25/2018 monthly
G1.B1.S1.MA1 M413235	Transportation	Gables, Melinda	8/25/2017	Attendance data of specific bus(es), class(es), neighborhood(s)	5/25/2018 weekly
G1.B1.S1.MA5 M413236	Skipping	Gables, Melinda	8/25/2017	Attendance data of specific class(es), period(s), teacher(s)	5/25/2018 weekly
G1.B1.S1.MA6 M413237	Student engagement	Gables, Melinda	8/25/2017	Attendance data of specific class(es), period(s), teacher(s)	5/25/2018 weekly
G1.B1.S1.MA2 M413239	Assign roles within the committee	Gables, Melinda	8/25/2017	Attendance reports and PBIS meeting agendas/minutes	5/25/2018 monthly

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Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
G1.B1.S1.MA3 M413240	Meet with attendance dean and PBIS committee to discuss attendance data.	Lane, Adam	8/25/2017	PBIS committee agendas/minutes and attendance data.	5/25/2018 monthly
G1.B1.S1.A2 A380790	Assign roles within the committee	Gables, Melinda	8/31/2017	Attendance reports and PBIS meeting agendas/minutes	5/25/2018 monthly
G1.B1.S1.A3 A380791	Meet with attendance dean, PBIS class, and behavioral interventionist to discuss attendance data.	Lane, Adam	8/10/2017	PBIS committee agendas/minutes and attendance data	5/25/2018 monthly
G1.B1.S1.A4 A380792	Determine causes of low attendance	Gables, Melinda	8/31/2017	PBIS committee agendas/minutes & attendance data.	5/25/2018 monthly
G2.B1.S1.MA1 M413244	Teacher will attend common planning sessions and review lesson plans to monitor the effectiveness...	Shick, Jason	8/25/2017	Common Planning Notes form	5/25/2018 biweekly
G2.B1.S1.MA1 M413245	Teacher will deliver lessons to help 9th graders complete grade level promotion requirements,...	Rios, Christina	8/25/2017	Lesson Plans	5/25/2018 daily
G2.B1.S1.A1 A380793	Implementation of a Leadership class for 9th graders.	Rios, Christina	8/25/2017	Discipline referrals data for 9th graders, course grades.	5/25/2018 monthly
G3.B1.S1.MA1 M413251	Administrators and coaches will perform regular evaluations and classroom visits to determine if...	McDaniel, Alfonso	8/25/2017	Walkthroughs data, conversations	5/25/2018 quarterly
G3.B1.S1.MA1 M413252	Administrators will monitor attendance and participation in PD opportunities.	Young, Crystal	8/25/2017	Sign in sheets, follow up activities, PD evaluations, arrow forms, in-service records	5/25/2018 quarterly
G3.B1.S1.A1 A380796	Plan and coordinate PD opportunities during common planning (PLC) for teachers to improve in the...	Rios, Christina	8/25/2017	PD Agenda, PD sign in sheets, PD documents and PD follow up	5/25/2018 quarterly
G4.B1.S1.MA1 M413259	Improvement of classroom management and instructional strategies	Rios, Christina	8/25/2017	Needs survey completed by teachers, teacher conferences, evaluations	5/25/2018 quarterly
G4.B1.S1.MA1 M413260	Follow-up with coaches and Rios, checks for coaching conferences	Young, Crystal	8/25/2017	Documentation of coaching conferences and assignments	5/25/2018 monthly
G4.B1.S1.A1 A380799	New Teacher Support Program	Rios, Christina	8/25/2017	New Teacher Support binder, observation schedules, coaching notes by coaches and teachers, other documentation, survey of needs, various assignments.	5/25/2018 monthly
G2.B1.S2.MA1 M413246	Administrators will visit club meetings to monitor club membership and activity.	Gables, Melinda	8/25/2017	Sign in sheets, meeting minutes/agendas	5/25/2018 quarterly
G2.B1.S2.MA1 M413247	Administrators will meet regularly with club sponsors and coaches.	Gables, Melinda	8/25/2017	Clubs and Sports Rosters	5/25/2018 quarterly
G2.B1.S2.A1 A380794	Provide a school culture that promotes involvement in extracurricular activities such as clubs and...	Gables, Melinda	8/25/2017	List of clubs and sports offered at school. List of clubs and sports participating in the Freshman Palooza	5/25/2018 quarterly
G4.B1.S2.MA1 M413261	Surveys and/or conferences with Tier 2 and Tier 3 teachers	Young, Crystal	8/25/2017	Results of Surveys and/or conferences	5/25/2018 semiannually
G4.B1.S2.MA1 M413262	Conferences with Coaches	Rios, Christina	8/25/2017	Discussion notes/coaches' logs	5/25/2018 quarterly
G4.B1.S2.A1 A380800	Tier 2 and Tier 3 teachers (those in their 2nd and 3rd year teaching) will have the opportunity to...	Young, Crystal	8/25/2017	Coach conferences, assignments given by coach, teacher reflection logs	5/25/2018 semiannually
G2.B1.S3.MA1 M413248	Administrators will meet regularly with the PBIS team.	Lane, Adam	8/25/2017	Sign in sheets, meeting minutes/agendas	5/25/2018 monthly
G2.B1.S3.MA1 M413249	PRIDE posters will be placed in all areas of the campus to serve as visual reminders of school...	Lane, Adam	8/25/2017		5/25/2018 daily



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Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
G2.B1.S3.A1  A380795	Implementation of PBIS (Positive Behavior Interventions and Supports)	Lane, Adam	8/25/2017	Positive behaviors will be rewarded with a variety of methods, including Emerald Leader awards and Hornet Bucks. PBIS will be used to provide Social Emotional Learning Supports. Student participation will be monitored through teacher's surveys, reports, and activity at the Hornet School Store.	5/25/2018 quarterly

## V. Professional Development Opportunities

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

**G4.** Develop a pervasive coaching model, built upon a structured process, which is inclusive of both staff and administration with the goal of improving teaching and learning.

### **G4.B1** Teacher mindset of Coaching

#### **G4.B1.S1** Implementation of New Teacher Support Program

##### **PD Opportunity 1**

New Teacher Support Program

##### **Facilitator**

Various administrators and leaders in specialty areas

##### **Participants**

Brand new teachers

##### **Schedule**

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

**G4.B1.S2** Implement Multi-Tiered System of Support for teachers who have been teaching 3 years or less based on needs.

##### **PD Opportunity 1**

Tier 2 and Tier 3 teachers (those in their 2nd and 3rd year teaching) will have the opportunity to schedule appointments with coaches on an as-needed basis. A meeting for those teachers will be held each semester.

##### **Facilitator**

Crystal Young/Christina Rios

##### **Participants**

teachers targeted based on instructional needs

##### **Schedule**

Semiannually, from 8/25/2017 to 5/25/2018

## 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	<b>Hold stakeholder meeting to determine interest in serving on MTSS attendance committee.</b>				<b>\$0.00</b>
2	G1.B1.S1.A2	<b>Assign roles within the committee</b>				<b>\$0.00</b>
3	G1.B1.S1.A3	<b>Meet with attendance dean, PBIS class, and behavioral interventionist to discuss attendance data.</b>				<b>\$65,676.47</b>
	Function	Object	Budget Focus	Funding Source	FTE	2017-18
		100-Salaries	1791 - Haines City Senior High School			\$65,676.47
<i>Notes: Salary for Behavioral Interventionist (until recently was Crystal Young).</i>						
4	G1.B1.S1.A4	<b>Determine causes of low attendance</b>				<b>\$0.00</b>
5	G2.B1.S1.A1	<b>Implementation of a Leadership class for 9th graders.</b>				<b>\$69,181.59</b>
	Function	Object	Budget Focus	Funding Source	FTE	2017-18
	6000	510-Supplies	1791 - Haines City Senior High School			\$2,678.00
<i>Notes: Student Planners and Agendas for Freshman</i>						
		100-Salaries	1791 - Haines City Senior High School			\$66,503.59
<i>Notes: Guidance Counselor for 9th grade and 9th grade leadership. (Andrea Williams)</i>						
6	G2.B1.S2.A1	<b>Provide a school culture that promotes involvement in extracurricular activities such as clubs and sports.</b>				<b>\$14,459.15</b>
	Function	Object	Budget Focus	Funding Source	FTE	2017-18
		510-Supplies	1791 - Haines City Senior High School			\$5,094.95
<i>Notes: Parent and Family Involvement activities</i>						
		510-Supplies	1791 - Haines City Senior High School			\$4,364.82
<i>Notes: Glass display cases to promote student activities and Parent and Family Engagement events</i>						
		510-Supplies	1791 - Haines City Senior High School			\$4,999.38
<i>Notes: Multi-color poster printer</i>						
7	G2.B1.S3.A1	<b>Implementation of PBIS (Positive Behavior Interventions and Supports)</b>				<b>\$24,342.68</b>
	Function	Object	Budget Focus	Funding Source	FTE	2017-18

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		100-Salaries	1791 - Haines City Senior High School			\$24,342.68
			<i>Notes: Charles Pyke</i>			
<b>8</b>	<b>G3.B1.S1.A1</b>	<b>Plan and coordinate PD opportunities during common planning (PLC) for teachers to improve in the areas of student engagement, literacy instruction, and classroom management.</b>				<b>\$201,802.44</b>
	Function	Object	Budget Focus	Funding Source	FTE	2017-18
			1791 - Haines City Senior High School			\$2,067.20
			<i>Notes: Professional Development - Substitutes for teachers to attend Achieve3000 training.</i>			
		100-Salaries	1791 - Haines City Senior High School			\$64,468.88
			<i>Notes: Literacy coach salary - Hayley Riviere</i>			
		100-Salaries	1791 - Haines City Senior High School			\$41,589.93
			<i>Notes: Media Para/specialist assigned to the 9th grade media center.</i>			
		100-Salaries	1791 - Haines City Senior High School			\$31,329.73
			<i>Notes: Classroom Para</i>			
		140-Substitute Teachers	1791 - Haines City Senior High School			\$652.80
			<i>Notes: Substitutes for teachers to go to UDL training</i>			
		510-Supplies	1791 - Haines City Senior High School			\$25,618.50
			<i>Notes: White boards for common board configuration</i>			
		510-Supplies	1791 - Haines City Senior High School			\$194.00
			<i>Notes: Page protectors to reuse class sets of texts when students annotate texts</i>			
		510-Supplies	1791 - Haines City Senior High School			\$15,750.00
			<i>Notes: Mini dry erase board kits</i>			
		510-Supplies	1791 - Haines City Senior High School			\$7,578.30
			<i>Notes: dry erase materials (markers/erasers) for student engagement activities</i>			
		370-Communications	1791 - Haines City Senior High School			\$318.00
			<i>Notes: Google Pixel Buds</i>			
		500-Materials and Supplies	1791 - Haines City Senior High School			\$417.00
			<i>Notes: Spanish to English dictionaries</i>			
		500-Materials and Supplies	1791 - Haines City Senior High School			\$208.50

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			<i>Notes: French to English dictionaries</i>			
		140-Substitute Teachers	1791 - Haines City Senior High School			\$652.80
			<i>Notes: Sheltered ESOL PD (ELA)</i>			
		140-Substitute Teachers	1791 - Haines City Senior High School			\$1,304.00
			<i>Notes: Sheltered ESOL PD (science, math, history)</i>			
		140-Substitute Teachers	1791 - Haines City Senior High School			\$652.80
			<i>Notes: ACT prep PD</i>			
		100-Salaries	1791 - Haines City Senior High School			\$4,000.00
			<i>Notes: Special Activity Pay for extended training after contract hours</i>			
		510-Supplies	1791 - Haines City Senior High School			\$5,000.00
			<i>Notes: Office Depot supplies for New Teacher gifts</i>			
<b>9</b>	<b>G3.B2.S1.A1</b>	<b>Two teachers from both English and Math will tutor academically struggling students after school two days a week.</b>				<b>\$124,873.02</b>
	Function	Object	Budget Focus	Funding Source	FTE	2017-18
		100-Salaries	1791 - Haines City Senior High School			\$7,873.02
			<i>Notes: Special Activity pay for two English and two Math tutors</i>			
		500-Materials and Supplies	1791 - Haines City Senior High School			\$117,000.00
			<i>Notes: laptops for English 2 classes</i>			
<b>10</b>	<b>G3.B2.S1.A2</b>	<b>FSA tested English teachers will meet to grade progress monitoring essays and plan engaging lessons to help better prepare their students moving forward based on the progress monitoring essay data.</b>				<b>\$3,264.00</b>
	Function	Object	Budget Focus	Funding Source	FTE	2017-18
		140-Substitute Teachers	1791 - Haines City Senior High School			\$3,264.00
			<i>Notes: Subs are provided for two training days for the English teachers (2 days for the 9th and 11th grade teachers, 2 days for the 10th and 12th grade teachers -- 1 day during the 2nd quarter, 1 day during the 3rd quarter).</i>			
<b>11</b>	<b>G4.B1.S1.A1</b>	<b>New Teacher Support Program</b>				<b>\$5,000.00</b>
	Function	Object	Budget Focus	Funding Source	FTE	2017-18
		510-Supplies	1791 - Haines City Senior High School			\$5,000.00
			<i>Notes: Campus Based PD supplies</i>			

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12	G4.B1.S2.A1	Tier 2 and Tier 3 teachers (those in their 2nd and 3rd year teaching) will have the opportunity to schedule appointments with coaches on an as-needed basis. A meeting for those teachers will be held each semester.	\$0.00
<b>Total:</b>			<b>\$508,599.35</b>