

Volusia County Schools

Sweetwater Elementary School



2018-19 Schoolwide Improvement Plan

Sweetwater Elementary School

5800 VICTORIA GARDENS BLVD, Port Orange, FL 32127

<http://myvolusiaschools.org/school/sweetwater/pages/default.aspx>

School Demographics

School Type and Grades Served (per MSID File)	2017-18 Title I School	2017-18 Economically Disadvantaged (FRL) Rate (as reported on Survey 3)
Elementary School PK-5	No	47%
Primary Service Type (per MSID File)	Charter School	2018-19 Minority Rate (Reported as Non-white on Survey 2)
K-12 General Education	No	19%

School Grades History

Year	2017-18	2016-17	2015-16	2014-15
Grade	A	A	A	A*

**Informational Baseline School Grade*

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

School Board Approval

This plan is pending approval by the Volusia 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.

2018-19 DA Category and Statuses for Sweetwater Elementary School

DA Region and RED	DA Category and Turnaround Status
Southeast - LaShawn Russ-Porterfield	- N/A

I. Part I: Current School Status

A. Supportive Environment

1. School Mission and Vision

a. Provide the school's mission statement.

We, the caring community of learners at Sweetwater Elementary, strive toward a lifetime of achieving our "Personal Best" guided by a positive attitude and nurturing environment.

b. Provide the school's vision statement.

Our vision for Sweetwater Elementary is to provide an exceptional curriculum and learning opportunities at each grade level enabling our students to be more than prepared for the rigors of middle school.

2. School Environment

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

The faculty and staff at Sweetwater Elementary engage in a variety of practices to gain an understanding and celebrate the diverse cultures representative of the student population. Trusting and respectful relationships are developed as a result. The process is ongoing throughout the school year.

Before the school year begins during the "Meet the Teacher" day, families are provided an opportunity to share information allowing teachers an inside look at language, culture, and values of the family/home environment. Throughout the school year, the guidance counselor is instrumental in fostering relationships between students, teachers, and parents through whole group, small group, and individual support settings. Programs and clubs for students such as Girls on the Run, FFEA, Sweet Beats, Peli"CANS", STEM, annual school musical, and "Student of the Week" are designed to develop self confidence, encourage good-choice making, build leadership skills, foster lasting relationships, promote good health and exercise habits, and celebrate diversity. The holiday season often provides teachers an opportunity to showcase different cultures through a "Holidays Around the World" learning experience. Teachers invite families to help create stations or centers highlighting a craft or food item that represents the culture with which they are most familiar. Students learn that EVERYONE has a culture. Each program has evolved in response to students' interests and needs at Sweetwater Elementary and will continue to do so as more is learned about the cultures of the students being served at Sweetwater Elementary.

Administrators are highly-visible, active participants on campus. Great pride is taken in greeting parents each morning, walking through classrooms, talking with students, and monitoring behavior during transitions between classes, in the lunchroom and at recess. Positive relationships are fostered on a continual basis through their active engagement with community, parents, students, and teachers.

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

Sweetwater Elementary provides a safe and respectful environment for all students by defining and implementing daily procedures consistently. Students are greeted cheerfully and respectfully upon arriving, moving around, and exiting campus every day. Adult supervision is provided by teachers on a rotational basis at all gates, critical vehicle and pedestrian crossings, and within the bus loop/parent

pick-up areas. An additional layer of support is implemented through Fifth Grade Bus Buddies and Safety Patrols as they safely escort younger students or provide helpful assistance each morning and afternoon around the campus meeting individual student needs.

Breakfast and Extended Day student activities are closely monitored by faculty and staff members. The school's guidance counselor provides a "Bully Free" curriculum to each class. The addition of a school guardian who is present and highly visible on the school's campus before, during, and after school has provided a confident sense of safety and security this year. The procedures mentioned above are carefully planned and actively implemented sending the distinct message that Sweetwater Elementary provides a safe and respectful environment that can be trusted by all stakeholders.

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.

The school wide behavioral system aligns with the Volusia County Code of Conduct and Discipline. The Blueprint for Lifelong Guidelines is utilized as a unified, school-wide training that builds character and life skills in each student through example and instruction such qualities as integrity, trustworthiness, responsibility, respect, flexibility, patience, and perseverance. Classroom teachers utilize various classroom management strategies and techniques in order to maintain a safe and orderly classroom environment. Teachers review behavioral expectations and the student code of conduct at the beginning of the year as documented in lesson plans and are reviewed throughout the school year. Teachers provide progressive disciplinary actions beginning with a verbal warning, followed by a time out and/or a parent phone call. In the event the inappropriate behavior continues, administrative support is requested and the student is removed with an office discipline referral written if necessary. Consequences, when warranted, are implemented based on a system of progressive discipline with minor infractions and first offenses having a less serious consequence than major infractions and repeat offenses. Disciplinary issues are resolved by every means possible prior to exclusion from school with the understanding that some events require immediate removal from the campus in order to maintain the safety and security of all individuals on campus.

Administration is trained annually by the district office of student discipline. Faculty and staff are subsequently trained in code of conduct changes and procedures. All new teachers participate in CHAMPS training as required by the new teacher induction program and refresher courses are available to experienced teachers. In the event further training is needed in classroom management, teachers are encouraged to attend professional development opportunities such as CHAMPS Plus, in order to develop strategies for managing student behavior.

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.

Sweetwater Elementary ensures the social-emotional needs of all its students by implementing a variety of services and programs to the students. Students receive guidance lessons on social skills, bullying, study skills, self-esteem and self-control throughout the year. In addition, students in the upper grades are given the opportunity to take leadership roles through student government, Safety Patrols, and FFEA. Participation in these organizations helps reinforce the positive peer relations and increase the students' self-esteem by becoming active participants in their school community positively influencing the overall culture.

Students exhibiting challenges in emotional and behavioral areas receive social skills mentoring through the CARS program on a monthly basis under the direction of the school psychologist and social worker. A variety of after-school clubs provide mentoring and social-emotional support to Sweetwater Elementary students.

3. Early Warning Systems

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

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

The school regularly analyzes (at least three times a year) the early warning system, which is a specialized report available to all schools. The indicators are as follows:

- * Over age for grade
- * Office Discipline Referrals (at risk if 2 or more)
- * Attendance below 90%, regardless of whether absence is excused or due to out-of-school suspensions
- * Year to date suspensions (at risk if 1 or more)
- * Number of prior retentions (at risk if 1 or more)
- * Level 1 score on the statewide, standardized assessments in English Lang Arts and/or Mathematics

Students with 3 or more of the aforementioned indicators are identified in the Early Warning System report.

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	15	21	12	23	23	22	0	0	0	0	0	0	0	116
One or more suspensions	0	0	0	1	0	1	0	0	0	0	0	0	0	2
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	2	14	10	0	0	0	0	0	0	0	26

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	1	1	0	0	0	0	0	0	0	0	2

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

The Early Warning System report is used to determine school-wide trends which impact the academic performance of students. As a result, indicators that are elevated (e.g., attendance below 90%, patterns of office discipline referrals and suspensions) become the focus of school-wide intervention efforts. These areas are addressed through school leadership meetings and during Professional Learning Communities in which group data are considered and evidenced-based interventions are developed to address the areas of concern.

For indicators sensitive to behavioral issues (e.g., office discipline referrals and suspensions), interventions are provided directly and indirectly by the Student Services team and are aligned with the tenets of Positive Behavioral Supports.

Regular Review of the Early Warning System report enables the school leadership team to determine if interventions are successful in addressing areas of concern (i.e., if numbers are not increasing). For students exhibiting difficulties beyond larger systemic issues being addressed by the school through the EWS, the student is referred to the school's Problem Solving Team (PST) and the parent is invited so that individual interventions can be developed and monitored.

B. Family and Community Engagement

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

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

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

No

1. PFEP Link

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

2. Description

The Sweetwater Elementary community, including faculty/staff, PTA, and business partners, hosts a variety of events throughout the school year to build and foster relationships with families including, but not limited to the following:

- Meet the Teacher
- Open House
- Meet Me at the Pole
- Golf Scramble
- Family Book Fair Night
- Night of the Arts
- Holiday Programs such as Spooky Story Night, Thanksgiving Festival, and Christmas Around the World
- Fall School Carnival
- Santa's Secret Shop
- Spring Fling/Field Day
- Read Across America Day
- Literacy Week
- Kona Ice
- Musical Productions
- Publix Math Night
- Museum Night
- Parent Night Out
- 5K Color Run
- Girls on the Run 5K
- Silent Auction
- Kindergarten Orientation
- Fifth Grade Awards Ceremony
- Parent meetings/conferences
- Classroom volunteer opportunities
- STEM/Space Training Adventure and Research, Inc.

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.

Sweetwater Elementary administration and staff work closely with PTA board and parents to secure business partners who provide monetary and in-kind services for our school. Through the fundraising efforts of our PTA, we have been able to purchase various technology devices and digital programs to support school goals and provide students with standards-aligned resources for academic achievement. We have been awarded numerous Futures grants for tutoring, technology, and enrichment learning activities. PTA coordinates a Golf Scramble which provide funds for teacher mini-grants that directly impact student achievement. PTA mini-grants provides classrooms with incentives for students and supplies for hands-on science experiences to name a few.

This year Sweetwater's STEM and Space Training Adventure and Research Inc. (STAR) programs are again joining forces to engage our students in engineering design principles and creative problem solving. In addition to the molecular gastronomy (hydroponics garden) project, students will be given opportunities to experience activities such as Delta Maker (3-D printing), ANSYS (simulation software), "Imagineers", coding, neuroscience (brain tone art), and aerospace science (aerodynamics). STAR believes that an engaged mind is a teachable mind and designs resources to support students from cradle to career.

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
Hopkins, Tamara	Principal
Hauser, Kristin	SAC Member
Cobb, Renee	Teacher, K-12
Herrera, Laura	Instructional Coach
Martens, Megan	Teacher, K-12
Maddox-Barrs, Francenia	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 Administrative and School Leadership Teams identify school-based needs and resources (both materials and personnel) to determine how best to support students and teachers. Teacher feedback, classroom observations, and student performance data are considered in order to determine priorities and functions of other existing teams (e.g., Problem Solving Team, EWS, Professional Learning Communities, and Literacy Leadership Team). As the school's primary instructional leader, the Principal communicates a vision for student achievement and guides the team's work. Each team member is representative of other teams (EWS, PLCs, LLT) and serves as a liaison between the School Leadership Team and their respective grade level team. For example, the Academic Coach works through the PLC process to provide teachers with instructional support, professional development, and response to data guidance, including the coordination of tiered academic interventions.

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.

Personnel: The school has an administrative and school leadership team consisting of the principal, assistant principal, school counselor, media specialist, academic coach, and classroom teachers. The leadership team reviews student progress data, develops intervention and remediation strategies, monitors instructional support, provides professional development, and celebrates students' success throughout the year. These leaders work with teachers to ensure student learning.

Instructional: Support includes professional learning developed and provided by our district and our school's leadership team. As well, district departments will facilitate and participate in regularly scheduled PLC meetings to collaborate on curriculum planning, share instructional strategies, analyze data, and develop appropriate interventions including remediation and acceleration. Our district and our school are both committed to meeting the needs of our students and maximizing student achievement.

Curricular: Our math and language arts teachers will continue implementation of the Florida Standards embedding new understanding of the instructional shifts. Teachers will be supported by the district ELA and Math curriculum department in conjunction with our academic coach and instructional leadership team. The district liaison will participate in classroom walk-throughs and provide specific feedback as requested by the school leadership team.

Methodology for coordinating and supplementing funds: Federal and state funds (Title 1, Title 11, SAI, and FEFP) are allocated to schools by the district according to student need as demonstrated by poverty level and student achievement performance. District and school leadership teams work together to coordinate and integrate federal, state, and local funds, services and programs for the benefit of students. School Improvement funds are awarded on a per pupil funding formula and distributed via the School Advisory Council through a voting process.

The administrative leadership team meets weekly to share district-level updates and school-based needs.

The School Improvement Plan is data driven and focuses on areas of school-based needs for both specific content areas as well as specific student populations. The plan is a data-driven framework that seeks to find solutions/resources matched in intensity to student need in academic and behavioral areas. The School Improvement Plan is based on a strategic analysis of data, and identified resources (as identified by the school leadership team and are matched to the needs of the students/school.

2. School Advisory Council (SAC)

a. Membership

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

Name	Stakeholder Group
Kristen Hauser - Chair	Teacher
Tamara Hopkins	Principal
Marylou Campbell	Education Support Employee
Kathy Moeller	Parent
Keri Nefferdorf	Parent
Shannon Radwick	Parent
Kim Dubois	Teacher
Colleen Macy	Parent
Kathy Pickett	Parent
Alicia Smyth	Parent
Melody Lankford	Business/Community
Amy Longstreet	Parent
Christi McLoughlin	Teacher
Eden Rhynehart	Teacher
Lisa Kiesel	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 order to begin evaluating the effectiveness of last year's school improvement plan, our extended school leadership team including the district liaison, school psychologist, and social worker met to discuss progress monitoring measures to determine successes and challenges. School-based data discussed during this meeting provided information useful for Step Zero of the SIP process. The School Leadership Team shares results with the Sweetwater Elementary faculty and School Advisory Council to receive input.

b. Development of this school improvement plan

Our SAC gives input to the SIP and votes on the final plan for approval. Our SAC also approves budget expenditures with the School Improvement Funds as it supports the SIP.

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

The school's annual budget and plan are shared for input and discussion at the first meeting of the SAC each year. Updates on the school's budget, spending, and progress indicators are shared at monthly SAC meetings.

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

School improvement funds allocated for projects last year included web-based programs, technology, and classroom supplies.

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
Gruenewald, Ashlee	Instructional Media
Hopkins, Tamara	Principal
Martens, Megan	Teacher, K-12
Herrera, Laura	Instructional Coach
McLoughlin, Christi	Teacher, K-12
Robbins, Carolyn	Administrative Support

b. Duties

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

Describe how the LLT promotes literacy within the school and aligns with the Florida State Standards.

The Literacy Leadership Team will promote literacy within the school by collaborating with teachers, holding literacy events and involving parents and the community in motivating students to read.

The LLT will meet a minimum of three times per year to assess the needs of the school and make recommendations based on those assessments. The Media Specialist will provide data to the team to drive the decision-making process.

In addition to the already highly-successful Reading Counts program, we will be adding and refining other motivational reading programs and friendly competitions between students, classrooms and grade levels. These programs will include:

- Junior Sunshine State Young Readers for second graders
- Sunshine State Young Readers Bowl for third, fourth and fifth graders
- Hit the Books in cooperation with The Daytona Cubs
- Race to Read in cooperation with The Racing Commission
- Global Read-Aloud with a third grade class

Family evening events are to be scheduled throughout the year to encourage and inform parents in their partnership with Sweetwater Elementary. These events will include:

- Family Literacy Night
- Scholastic Book Fair Family Night in the Fall (November 5-9, 2018) and Spring (May 13-17, 2019) with opportunities to win books as prizes

This year, Sweetwater is eager to implement, in conjunction with the Scholastic Book Fair Family Nights, literacy-focused stations that will be organized and manned by teachers and volunteer community members to offer read-alouds, book giveaways, games, and much more to our Sweetwater families. Through the continued partnership of the faculty and staff, administration, parents and community, students of Sweetwater will have multiple occasions to increase literacy learning.

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.

Sweetwater Elementary encourages positive working relationships between teachers by pairing all new teachers to Sweetwater Elementary with a mentor. Teachers on the same grade level have common planning time.

Teachers, both ESE and general education, meet in Professional Learning Communities (PLC) to collaborate and plan instruction and interventions based on data. Grade levels meet weekly to plan for instruction over a period of time utilizing Volusia County Curriculum Maps aligned to the Florida State Standards.

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

The administrative team plans meetings, training, and support for new teachers to our school. New teachers are assigned an experienced mentor from the faculty to learn about the policies and procedures of the school and as a support to their professional development as an educator. An administratively-assigned team, including the principal, participates in the annual job fairs to recruit highly-qualified teachers. For the 2018-2019 school year, ten teachers were hired and only two are new to the profession. The academic coach is retained for 2018-2019. The reputation of the school is the biggest recruiting tool. For every position that comes available, 50 teachers apply.

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

New teachers are mentored by a grade-alike experienced teacher for the school year and participate in a Professional Learning Community (PLC) that meets bi-weekly on campus. The academic coach meets individually with new-to-the-profession and new-to-the-school teachers utilizing the A (full-year) and B/D (first/second semester) coaching tracks to meet individual needs in a timely manner according to topics related to curriculum, instruction and assessment. The academic coach also participates in each grade level's PLC to support team-determined topics related to curriculum, instruction, and assessment. Administration meets quarterly with new teachers to discuss planning and preparation, classroom environment, instruction, and professionalism. Peer observation opportunities are used to allow new teachers to see master teachers at work and vice versa. Time is provided for follow up and reflection of techniques and strategies that were observed. The pairings and mentoring activities provide an avenue to address questions about campus procedures, student interventions, curriculum guidance, lesson planning, and assessment.

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.

Teachers at Sweetwater Elementary utilize the district Curriculum Maps to guide their instruction and to directly align their instruction with Florida Standards. They also research standards among state and national resources to provide additional materials and supports to students as the Florida

Standards and their instructional shifts are implemented. Professional Learning Communities (PLC) help ensure that instruction is aligned to the Florida Standards: engaging, well-paced, and rigorous.

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.

Bi-weekly PLC sessions provide teachers the time to regularly examine learning expectations of the standards, review formative and summative assessment data, and continuously adjust instruction accordingly. Assessment data is used to identify challenging standards/benchmarks that hinder students from meeting proficiency. Targeted intervention is then received from the teacher using a variety of appropriate resources. When necessary, The PLC team makes recommendations for students to be reviewed and assigned to the Problem-Solving Team (PST). Teachers in primary grades use SIPPS to address phonics needs. Our teachers also use CPalms and Florida Department of Education Test Item Specifications to inform the development of classroom progress monitoring and assessment measures.

The practice of administrative walk-throughs provides the leadership team with data to identify areas in which additional follow-up is needed. The leadership team meets weekly to talk about what trends are being seen. This process also provides opportunities to identify exemplary teachers for the purposes of video recording or allowing class visits. The leadership team also implements Progress Monitoring Meetings four times a year to review academic and behavioral data with the classroom teachers and discuss supports for individual student needs.

The School Leadership Team meets throughout the school year to discuss and evaluate progress on the current SIP, make adjustments as necessary, and prepare for collaboration with other stakeholders. District Progress Monitoring meetings, in coordination with the district liaison, school psychologist, and social worker, are conducted twice a year to review progress on the SIP and engage in problem-solving discussions that will drive continuous improvement in student achievement.

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: 1,200

After school tutoring is available for students identified through the previous year's state assessment data in conjunction with current formative and summative assessment data in reading, math, and science. The goal is to provide additional intervention for areas of academic need.

Strategy Rationale

Tutoring can provide struggling students additional time to necessary to make achievement gains through small group/individual remediation on core concepts.

Strategy Purpose(s)

- Core Academic Instruction

Person(s) responsible for monitoring implementation of the strategy

Hopkins, Tamara, tlhopkin@volusia.k12.fl.us

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

Progress monitoring data (including state, district and classroom assessments) is used to determine the success of individual students, as well as the effectiveness of the tutoring program as a whole. Student achievement will be tracked through tutoring attendance and assessment results (school, district, and state).

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 District, in conjunction with the local Head Start agency, Early Learning Coalition, VPK Sites and other local pre-school facilities, coordinates efforts to promote continuity of services and effective transitions for children and their families. These include:

- Providing the opportunity for ongoing communication between agencies to facilitate coordination of programs and shared expectations for children's learning and development as the children transition to elementary school.
- Collaborating and participating in joint professional development, including transition-related training for school staff and pre-school staff when feasible.
- Utilizing pre-school assessments to monitor readiness skills for students transitioning from pre-school to kindergarten.
- Providing to the pre-school agencies local public school policies, kindergarten registration, kindergarten orientation and other relevant information to ease the transition of children and families. Our school has a close relationship with two area middle schools and work together to coordinate and facilitate the successful transition of our 5th grade students to middle school.

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.

NA

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

NA

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

NA

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.

NA

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.** If Sweetwater Elementary delivers equity through standards-aligned instruction centered on the instructional shifts, then student achievement will increase.

Strategic Goals Detail

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

G1. If Sweetwater Elementary delivers equity through standards-aligned instruction centered on the instructional shifts, then student achievement will increase. 1a

 G100519

Targets Supported 1b

Indicator	Annual Target
FSA ELA Achievement	85.0
FSA Mathematics Achievement	90.0
ELA/Reading Gains	75.0
Math Gains	85.0
FSAA Science Achievement	87.0
ELA/Reading Lowest 25% Gains	70.0
Math Lowest 25% Gains	83.0

Targeted Barriers to Achieving the Goal 3

- Lack of knowledge and implementation of the instructional standards and their shifts.

Resources Available to Help Reduce or Eliminate the Barriers 2

- Administrative Leadership
- SAC Funds
- Curriculum/District Specialists
- Curriculum Maps
- CPALMS
- Academic Coach
- Professional Learning Communities (applies to all faculty and staff)
- Digital Learning Teacher Leader
- PTA
- Grants
- Technology Devices
- Professional Learning Master Calendar
- Instructional Leaders
- School Leadership Team
- Personal Learning Leader
- i-Ready Assessment Platform (teacher-delivered recommendations for instructional support)
- School-based Professional Learning Plan
- District-based Professional Learning Plan (menu of options)
- New Teacher Mentors
- Progress Monitoring Meetings

Plan to Monitor Progress Toward G1. 8

Evaluate student mastery of standards by conducting data analyses of performance on school, district, and state progress monitoring measures.

Person Responsible

Tamara Hopkins

Schedule

Monthly, from 8/8/2018 to 5/31/2019

Evidence of Completion

Individual Progress Monitoring Meetings, Administrative Team Progress Monitoring Meetings, SIP Progress Monitoring Meetings, SIPPS Sight Words and Mastery Tests, VPAS, ELA and Math i-Ready, VST, SMT, 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. If Sweetwater Elementary delivers equity through standards-aligned instruction centered on the instructional shifts, then student achievement will increase. 1

 G100519

G1.B1 Lack of knowledge and implementation of the instructional standards and their shifts. 2

 B271065

G1.B1.S1 Develop a collective knowledge of the Florida Standards and delivery of rigorous, standards-aligned instruction to ensure implementation of the instructional shifts. 4

 S286962

Strategy Rationale

There is a need to expand teachers' knowledge of instructional standards and practices prior to and beyond minimal grade level expectations in order to ensure equity for all students.

Action Step 1 5

Ensure participation in the Volusia County School's Professional Learning (PL) Plan (i.e., Pre-planning Day, District PL Day, District-facilitated ERPL, School-based ERPL, Faculty Meetings).

Person Responsible

Tamara Hopkins

Schedule

Annually, from 8/8/2018 to 6/3/2019

Evidence of Completion

MyPGS Attendance Record; PL Sign-in Sheets; Faculty Meeting Sign-in Sheets

Action Step 2 5

Coordinate i-Ready training details with district personnel and assigned educational consultant(s) prior to the pre-planning training (i.e., date, time, location, materials/supplies, technology needs)

Person Responsible

Tamara Hopkins

Schedule

On 8/3/2018

Evidence of Completion

District Pre-planning Schedule/Announcement

Action Step 3 5

Conduct i-Ready Training (ELA and Math) and complete required documentation.

Person Responsible

Laura Herrera

Schedule

On 8/22/2018

Evidence of Completion

MyPGS Attendance Record of Completion

Action Step 4 5

Coordinate Science Textbook training details with district personnel and assigned professional learning facilitators (Dawn Kelly and Laura Herrera) prior to the District PL training day (i.e., date, time, location, materials/supplies, technology needs).

Person Responsible

Tamara Hopkins

Schedule

On 9/14/2018

Evidence of Completion

District PL Schedule/Announcement; Outlook Calendar and Email

Action Step 5 5

Conduct the Science Textbook Training and complete required documentation.

Person Responsible

Laura Herrera

Schedule

On 10/1/2018

Evidence of Completion

MyPGS Attendance Record of Completion

Action Step 6 5

Coordinate District-facilitated ERPL details with district personnel and/or assigned educational consultant(s) prior to each scheduled training (i.e., date, time, location, materials/supplies, technology needs).

Person Responsible

Tamara Hopkins

Schedule

Monthly, from 8/8/2018 to 3/6/2019

Evidence of Completion

District PL Schedule/Announcement; Outlook Calendar and Email

Action Step 7 5

Conduct the District-facilitated ERPL plan and complete required documentation.

Person Responsible

Laura Herrera

Schedule

Monthly, from 10/17/2018 to 3/13/2019

Evidence of Completion

MyPGS Attendance Record of Completion

Action Step 8 5

Coordinate School-based ERPL details with district personnel and/or assigned educational consultant(s) prior to each scheduled training (i.e., date, time, location, materials/supplies, technology needs).

Person Responsible

Tamara Hopkins

Schedule

Monthly, from 8/8/2018 to 11/7/2018

Evidence of Completion

Faculty Handbook Schedule/Announcement; Outlook Calendar and Email

Action Step 9 5

Conduct the School-based ERPL plan and complete required documentation.

Person Responsible

Laura Herrera

Schedule

Monthly, from 8/29/2018 to 11/14/2018

Evidence of Completion

MyPGS Attendance Record of Completion

Action Step 10 5

Implement the knowledge and skills learned during each PL session providing equity through standards-aligned instruction.

Person Responsible

Francenia Maddox-Barrs

Schedule

Monthly, from 8/8/2018 to 5/31/2019

Evidence of Completion

Lesson Plans, PLC Minutes, Classroom Walk-throughs/Observations

Action Step 11 5

Monitor and provide feedback/coaching after each school-based PL session to ensure equity through standards-aligned instruction.

Person Responsible

Francenia Maddox-Barrs

Schedule

Monthly, from 8/8/2018 to 5/31/2019

Evidence of Completion

School Master Calendar, Leadership Team Minutes, Outlook Calendars, PLC Minutes, Classroom Walk-throughs, Observation Feedback, Coaching Interaction Log/My Time

Action Step 12 5

Implement PLC record-keeping tools/guiding questions to focus collaborative efforts on implementation of new professional learning resulting in collective growth for each team and the school as a whole.

Person Responsible

Laura Herrera

Schedule

Biweekly, from 10/1/2018 to 5/31/2019

Evidence of Completion

PLC Minutes

Action Step 13 5

Implement PLC record-keeping tools/guiding questions to focus collaborative efforts on understanding learning expectations, planning standards-aligned instruction, analysis of student data, and the team's response to intervention needs (both remediation and acceleration).

Person Responsible

Laura Herrera

Schedule

Biweekly, from 10/1/2018 to 5/31/2019

Evidence of Completion

PLC Minutes, Coaching Calendar; Progress Monitoring Data, Eduphoria (and other data platforms) Reports

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

Participate in collaborative team meetings and/or monitor the minutes from team meetings designated for reflection of professional learning and implementation through team planning.

Person Responsible

Laura Herrera

Schedule

Biweekly, from 9/13/2018 to 5/31/2019

Evidence of Completion

Outlook Calendars, PLC Minutes, Coaching Interaction Log

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

Monitor participation in district-facilitated and school-based PL opportunities including faculty meetings.

Person Responsible

Tamara Hopkins

Schedule

Quarterly, from 8/8/2018 to 5/31/2019

Evidence of Completion

MyPGS Attendance Record of Completion; PLC Minutes

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

Provide feedback/coaching following district-facilitated professional learning on i-Ready Assessment, ELA, Math, and Science content/strategies training.

Person Responsible

Francenia Maddox-Barrs

Schedule

Monthly, from 8/15/2018 to 5/31/2019

Evidence of Completion

Outlook Calendar and Email, Coaching Interaction Log

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

Conduct classroom visitations to monitor the effectiveness of implementing standards-aligned instruction and the instructional shifts.

Person Responsible

Francenia Maddox-Barrs

Schedule

Monthly, from 8/13/2018 to 5/31/2019

Evidence of Completion

VSET, Outlook Calendar, Coaching Interaction Log/My Time Information

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

Maintain accurate records of focused coaching support through the Coaching Interaction Log and My Time Report to monitor effective implementation of standards-aligned instruction and the instructional shifts.

Person Responsible

Laura Herrera

Schedule

Daily, from 9/4/2018 to 5/31/2019

Evidence of Completion

Coaching Interaction Log and My Time Report

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

Analyze and utilize teacher-driven learning walks data to determine additional school-based needs and inform next steps towards implementation of standards-aligned instruction and the instructional shifts.

Person Responsible

Tamara Hopkins

Schedule

Quarterly, from 10/19/2018 to 3/7/2019

Evidence of Completion

Learning Walk Agenda; Faculty Meeting Agenda; teacher-developed data charts

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

Analyze school and district data during Leadership Team and SIP Progress Monitoring Meetings throughout the school year.

Person Responsible

Tamara Hopkins

Schedule

Monthly, from 8/15/2018 to 5/31/2019

Evidence of Completion

Eduphoria Reports, i-Ready Reports, VPAS Excel Files, Initial and Mid-year SIP Data Review

G1.B1.S2 Utilize the PLC process effectively as a primary avenue for continual, collective growth throughout implementation of standards-aligned instruction and instructional shifts. **4**

 S286963

Strategy Rationale

There is a need to refocus the work of PLC teams to exclusively address standards expectations, unit/lesson planning, data analysis, and intervention needs (remediation and acceleration).

Action Step 1 **5**

Create a master schedule of PLC meeting dates.

Person Responsible

Tamara Hopkins

Schedule

On 8/8/2018

Evidence of Completion

Master Schedule/calendar; Faculty Handbook

Action Step 2 **5**

Revise the PLC record-keeping tools to include guiding questions that provide a student-centered focus during team discussions of student performance and needs.

Person Responsible

Laura Herrera

Schedule

On 9/30/2018

Evidence of Completion

PLC Minutes Templates including an additional PLC Professional Learning Template

Action Step 3 5

Share the PLC Minutes Tools with Instructional Leaders for implementation during bi-weekly PLC sessions.

Person Responsible

Tamara Hopkins

Schedule

On 10/2/2018

Evidence of Completion

Sign-in sheet

Action Step 4 5

Implement effective PLC sessions focused on curriculum, instruction, data analysis, and interventions utilizing the PLC record-keeping tools.

Person Responsible

Tamara Hopkins

Schedule

Biweekly, from 10/8/2018 to 5/31/2019

Evidence of Completion

PLC Minutes, Coaching Interaction Log, Progress Monitoring Data, Eduphoria and i-Ready Reports (and other data platforms)

Action Step 5 5

Monitor and provide feedback/coaching as needed for each PLC session to ensure equity for all students.

Person Responsible

Francenia Maddox-Barrs

Schedule

Biweekly, from 10/8/2018 to 5/31/2019

Evidence of Completion

Outlook Calendars, Coaching Interaction Log, Classroom Walk-through Data, PLC Minutes

Action Step 6 5

Coordinate teacher-driven learning walks to monitor the impact of focused PLC discussions on standards-aligned instruction and the instructional shifts.

Person Responsible

Tamara Hopkins

Schedule

Quarterly, from 10/5/2018 to 2/21/2019

Evidence of Completion

Sign-up Sheets, Outlook Calendar and Email,

Action Step 7 5

Conduct teacher-driven learning walks to monitor the impact of focused PLC discussions on standards-aligned instruction and the instructional shifts.

Person Responsible

Tamara Hopkins

Schedule

Quarterly, from 10/19/2018 to 3/7/2019

Evidence of Completion

Sign-in Sheets, Agendas, Data Charts, Outlook Calendar and Email

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

Schedule designated PLC meeting dates and provide teams with the PLC record-keeping templates to record meeting minutes.

Person Responsible

Tamara Hopkins

Schedule

On 10/2/2018

Evidence of Completion

Faculty Handbook Master PLC Schedule, Instructional Leader Meetings Schedule

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

Attend and participate in PLC meetings.

Person Responsible

Laura Herrera

Schedule

Biweekly, from 10/8/2018 to 5/24/2019

Evidence of Completion

Outlook Calendar, PLC Minutes, Coaching Interaction Log

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

Conduct PLC Minutes "walk-throughs" providing specific feedback that reinforces the expectation of maintaining a student-centered focus during team discussions.

Person Responsible

Francenia Maddox-Barrs

Schedule

Biweekly, from 10/8/2018 to 5/24/2019

Evidence of Completion

Outlook Calendar and Email, PLC Minutes, VSET Process

V. Professional Development Opportunities

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

G1. If Sweetwater Elementary delivers equity through standards-aligned instruction centered on the instructional shifts, then student achievement will increase.

G1.B1 Lack of knowledge and implementation of the instructional standards and their shifts.

G1.B1.S1 Develop a collective knowledge of the Florida Standards and delivery of rigorous, standards-aligned instruction to ensure implementation of the instructional shifts.

PD Opportunity 1

Conduct i-Ready Training (ELA and Math) and complete required documentation.

Facilitator

Curriculum Associates

Participants

Teachers in Grades 1-5 including ESE

Schedule

On 8/22/2018

PD Opportunity 2

Conduct the Science Textbook Training and complete required documentation.

Facilitator

Dawn Kelly and Laura Herrera

Participants

K-5 Science Teachers including ESE

Schedule

On 10/1/2018

PD Opportunity 3

Conduct the District-facilitated ERPL plan and complete required documentation.

Facilitator

varies according to PL topic

Participants

K-5 Teachers including ESE

Schedule

Monthly, from 10/17/2018 to 3/13/2019

PD Opportunity 4

Conduct the School-based ERPL plan and complete required documentation.

Facilitator

varies according to PL topic (Caitlyn Distler, Mallory Mussard, Laura Konters, Lida Grillo, Megan Miller, Laura Herrera)

Participants

Teachers in Grades K-5 including ESE and Special Area

Schedule

Monthly, from 8/29/2018 to 11/14/2018

PD Opportunity 5

Implement PLC record-keeping tools/guiding questions to focus collaborative efforts on implementation of new professional learning resulting in collective growth for each team and the school as a whole.

Facilitator

Administration, Academic Coach, Instructional Leaders, Grade Team Members

Participants

K-5 Teachers including ESE and Special Area

Schedule

Biweekly, from 10/1/2018 to 5/31/2019

PD Opportunity 6

Implement PLC record-keeping tools/guiding questions to focus collaborative efforts on understanding learning expectations, planning standards-aligned instruction, analysis of student data, and the team's response to intervention needs (both remediation and acceleration).

Facilitator

PLC Teams (K-5)/Laura Herrera

Participants

PLC Teams/Laura Herrera

Schedule

Biweekly, from 10/1/2018 to 5/31/2019

G1.B1.S2 Utilize the PLC process effectively as a primary avenue for continual, collective growth throughout implementation of standards-aligned instruction and instructional shifts.

PD Opportunity 1

Share the PLC Minutes Tools with Instructional Leaders for implementation during bi-weekly PLC sessions.

Facilitator

Tamara Hopkins and Fran Barrs

Participants

Instructional Leaders

Schedule

On 10/2/2018

PD Opportunity 2

Implement effective PLC sessions focused on curriculum, instruction, data analysis, and interventions utilizing the PLC record-keeping tools.

Facilitator

Tamara Hopkins, Fran Barrs, Laura Herrera, Instructional Leaders

Participants

K-5 Teachers including ESE and Special Area

Schedule

Biweekly, from 10/8/2018 to 5/31/2019

PD Opportunity 3

Conduct teacher-driven learning walks to monitor the impact of focused PLC discussions on standards-aligned instruction and the instructional shifts.

Facilitator

Tamara Hopkins, Fran Barrs, Laura Herrera

Participants

Selected and/or Interested K-5 Teachers including ESE

Schedule

Quarterly, from 10/19/2018 to 3/7/2019

VI. Technical Assistance Items

Technical Assistance opportunities identified in the SIP as action steps to achieve the school's goals.

G1. If Sweetwater Elementary delivers equity through standards-aligned instruction centered on the instructional shifts, then student achievement will increase.

G1.B1 Lack of knowledge and implementation of the instructional standards and their shifts.

G1.B1.S1 Develop a collective knowledge of the Florida Standards and delivery of rigorous, standards-aligned instruction to ensure implementation of the instructional shifts.

TA Opportunity 1

Ensure participation in the Volusia County School's Professional Learning (PL) Plan (i.e., Pre-planning Day, District PL Day, District-facilitated ERPL, School-based ERPL, Faculty Meetings).

Facilitator

varies according to topic/need

Participants

All faculty

Schedule

Annually, from 8/8/2018 to 6/3/2019

TA Opportunity 2

Coordinate i-Ready training details with district personnel and assigned educational consultant(s) prior to the pre-planning training (i.e., date, time, location, materials/supplies, technology needs)

Facilitator

Curriculum Associates/ELA and Math Departments

Participants

All teachers in grades 1-5 including ESE

Schedule

On 8/3/2018

TA Opportunity 3

Coordinate Science Textbook training details with district personnel and assigned professional learning facilitators (Dawn Kelly and Laura Herrera) prior to the District PL training day (i.e., date, time, location, materials/supplies, technology needs).

Facilitator

Dawn Kelly and Laura Herrera

Participants

K-5 Science Teachers including ESE

Schedule

On 9/14/2018

TA Opportunity 4

Coordinate District-facilitated ERPL details with district personnel and/or assigned educational consultant(s) prior to each scheduled training (i.e., date, time, location, materials/supplies, technology needs).

Facilitator

varies according to PL topic (i-Ready, Math, ELA, Science)

Participants

K-5 Teachers including ESE

Schedule

Monthly, from 8/8/2018 to 3/6/2019

TA Opportunity 5

Coordinate School-based ERPL details with district personnel and/or assigned educational consultant(s) prior to each scheduled training (i.e., date, time, location, materials/supplies, technology needs).

Facilitator

varies according to PL topic (Caitlyn Distler, Mallory Mussard, Laura Konters, Lida Grillo, Megan Miller, Laura Herrera)

Participants

K-5 Teachers including ESE and Special Area Teachers

Schedule

Monthly, from 8/8/2018 to 11/7/2018

TA Opportunity 6

Implement the knowledge and skills learned during each PL session providing equity through standards-aligned instruction.

Facilitator

SLT Members

Participants

K-5 Teachers including ESE and Special Area

Schedule

Monthly, from 8/8/2018 to 5/31/2019

TA Opportunity 7

Monitor and provide feedback/coaching after each school-based PL session to ensure equity through standards-aligned instruction.

Facilitator

Administration/Laura Herrera

Participants

K-5 Teachers including ESE and Special Area

Schedule

Monthly, from 8/8/2018 to 5/31/2019

G1.B1.S2 Utilize the PLC process effectively as a primary avenue for continual, collective growth throughout implementation of standards-aligned instruction and instructional shifts.

TA Opportunity 1

Create a master schedule of PLC meeting dates.

Facilitator

Tamara Hopkins/Sara Muller

Participants

K-5 Teachers including ESE and Special Area

Schedule

On 8/8/2018

TA Opportunity 2

Revise the PLC record-keeping tools to include guiding questions that provide a student-centered focus during team discussions of student performance and needs.

Facilitator

Laura Herrera

Participants

K-5 Teachers including ESE and Special Area

Schedule

On 9/30/2018

TA Opportunity 3

Monitor and provide feedback/coaching as needed for each PLC session to ensure equity for all students.

Facilitator

Tamara Hopkins, Fran Barrs, Laura Herrera

Participants

K-5 Teachers including ESE and Special Area

Schedule

Biweekly, from 10/8/2018 to 5/31/2019

TA Opportunity 4

Coordinate teacher-driven learning walks to monitor the impact of focused PLC discussions on standards-aligned instruction and the instructional shifts.

Facilitator

Tamara Hopkins, Fran Barrs, Laura Herrera

Participants

Selected and/or Interested K-5 Teachers including ESE

Schedule

Quarterly, from 10/5/2018 to 2/21/2019

VII. Budget

1	G1.B1.S1.A1	Ensure participation in the Volusia County School's Professional Learning (PL) Plan (i.e., Pre-planning Day, District PL Day, District-facilitated ERPL, School-based ERPL, Faculty Meetings).	\$0.00
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2	G1.B1.S1.A10	Implement the knowledge and skills learned during each PL session providing equity through standards-aligned instruction.	\$0.00
3	G1.B1.S1.A11	Monitor and provide feedback/coaching after each school-based PL session to ensure equity through standards-aligned instruction.	\$0.00
4	G1.B1.S1.A12	Implement PLC record-keeping tools/guiding questions to focus collaborative efforts on implementation of new professional learning resulting in collective growth for each team and the school as a whole.	\$0.00
5	G1.B1.S1.A13	Implement PLC record-keeping tools/guiding questions to focus collaborative efforts on understanding learning expectations, planning standards-aligned instruction, analysis of student data, and the team's response to intervention needs (both remediation and acceleration).	\$0.00
6	G1.B1.S1.A2	Coordinate i-Ready training details with district personnel and assigned educational consultant(s) prior to the pre-planning training (i.e., date, time, location, materials/supplies, technology needs)	\$0.00
7	G1.B1.S1.A3	Conduct i-Ready Training (ELA and Math) and complete required documentation.	\$0.00
8	G1.B1.S1.A4	Coordinate Science Textbook training details with district personnel and assigned professional learning facilitators (Dawn Kelly and Laura Herrera) prior to the District PL training day (i.e., date, time, location, materials/supplies, technology needs).	\$0.00
9	G1.B1.S1.A5	Conduct the Science Textbook Training and complete required documentation.	\$0.00
10	G1.B1.S1.A6	Coordinate District-facilitated ERPL details with district personnel and/or assigned educational consultant(s) prior to each scheduled training (i.e., date, time, location, materials/supplies, technology needs).	\$0.00
11	G1.B1.S1.A7	Conduct the District-facilitated ERPL plan and complete required documentation.	\$0.00
12	G1.B1.S1.A8	Coordinate School-based ERPL details with district personnel and/or assigned educational consultant(s) prior to each scheduled training (i.e., date, time, location, materials/supplies, technology needs).	\$0.00
13	G1.B1.S1.A9	Conduct the School-based ERPL plan and complete required documentation.	\$0.00
14	G1.B1.S2.A1	Create a master schedule of PLC meeting dates.	\$0.00
15	G1.B1.S2.A2	Revise the PLC record-keeping tools to include guiding questions that provide a student-centered focus during team discussions of student performance and needs.	\$0.00
16	G1.B1.S2.A3	Share the PLC Minutes Tools with Instructional Leaders for implementation during bi-weekly PLC sessions.	\$0.00
17	G1.B1.S2.A4	Implement effective PLC sessions focused on curriculum, instruction, data analysis, and interventions utilizing the PLC record-keeping tools.	\$0.00
18	G1.B1.S2.A5	Monitor and provide feedback/coaching as needed for each PLC session to ensure equity for all students.	\$0.00
19	G1.B1.S2.A6	Coordinate teacher-driven learning walks to monitor the impact of focused PLC discussions on standards-aligned instruction and the instructional shifts.	\$0.00














Volusia - 4951 - Sweetwater Elementary School - 2018-19 SIP
Sweetwater Elementary School

20	G1.B1.S2.A7	Conduct teacher-driven learning walks to monitor the impact of focused PLC discussions on standards-aligned instruction and the instructional shifts.				\$3,000.00
	Function	Object	Budget Focus	Funding Source	FTE	2018-19
			4951 - Sweetwater Elementary School	General Fund		\$3,000.00
Total:						\$3,000.00

IV. Implementation Timeline

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
2019					
G1.B1.S1.A2 A388693	Coordinate i-Ready training details with district personnel and assigned educational consultant(s)...	Hopkins, Tamara	7/30/2018	District Pre-planning Schedule/ Announcement	8/3/2018 one-time
G1.B1.S2.A1 A388705	Create a master schedule of PLC meeting dates.	Hopkins, Tamara	8/1/2018	Master Schedule/calendar; Faculty Handbook	8/8/2018 one-time
G1.B1.S1.A3 A388694	Conduct i-Ready Training (ELA and Math) and complete required documentation.	Herrera, Laura	8/8/2018	MyPGS Attendance Record of Completion	8/22/2018 one-time
G1.B1.S1.A4 A388695	Coordinate Science Textbook training details with district personnel and assigned professional...	Hopkins, Tamara	9/3/2018	District PL Schedule/Announcement; Outlook Calendar and Email	9/14/2018 one-time
G1.B1.S2.A2 A388706	Revise the PLC record-keeping tools to include guiding questions that provide a student-centered...	Herrera, Laura	8/8/2018	PLC Minutes Templates including an additional PLC Professional Learning Template	9/30/2018 one-time
G1.B1.S1.A5 A388696	Conduct the Science Textbook Training and complete required documentation.	Herrera, Laura	9/17/2018	MyPGS Attendance Record of Completion	10/1/2018 one-time
G1.B1.S2.MA1 M424731	Schedule designated PLC meeting dates and provide teams with the PLC record-keeping templates to...	Hopkins, Tamara	8/1/2018	Faculty Handbook Master PLC Schedule, Instructional Leader Meetings Schedule	10/2/2018 one-time
G1.B1.S2.A3 A388707	Share the PLC Minutes Tools with Instructional Leaders for implementation during bi-weekly PLC...	Hopkins, Tamara	10/2/2018	Sign-in sheet	10/2/2018 one-time
G1.B1.S1.A8 A388699	Coordinate School-based ERPL details with district personnel and/or assigned educational...	Hopkins, Tamara	8/8/2018	Faculty Handbook Schedule/ Announcement; Outlook Calendar and Email	11/7/2018 monthly
G1.B1.S1.A9 A388700	Conduct the School-based ERPL plan and complete required documentation.	Herrera, Laura	8/29/2018	MyPGS Attendance Record of Completion	11/14/2018 monthly
G1.B1.S2.A6 A388710	Coordinate teacher-driven learning walks to monitor the impact of focused PLC discussions on...	Hopkins, Tamara	10/5/2018	Sign-up Sheets, Outlook Calendar and Email,	2/21/2019 quarterly
G1.B1.S1.A6 A388697	Coordinate District-facilitated ERPL details with district personnel and/or assigned educational...	Hopkins, Tamara	8/8/2018	District PL Schedule/Announcement; Outlook Calendar and Email	3/6/2019 monthly
G1.B1.S1.MA6 M424725	Analyze and utilize teacher-driven learning walks data to determine additional school-based needs...	Hopkins, Tamara	10/19/2018	Learning Walk Agenda; Faculty Meeting Agenda; teacher-developed data charts	3/7/2019 quarterly
G1.B1.S2.A7 A388711	Conduct teacher-driven learning walks to monitor the impact of focused PLC discussions on...	Hopkins, Tamara	10/19/2018	Sign-in Sheets, Agendas, Data Charts, Outlook Calendar and Email	3/7/2019 quarterly
G1.B1.S1.A7 A388698	Conduct the District-facilitated ERPL plan and complete required documentation.	Herrera, Laura	10/17/2018	MyPGS Attendance Record of Completion	3/13/2019 monthly
G1.B1.S2.MA1 M424730	Conduct PLC Minutes "walk-throughs" providing specific feedback that reinforces the expectation of...	Maddox-Barrs, Francenia	10/8/2018	Outlook Calendar and Email, PLC Minutes, VSET Process	5/24/2019 biweekly
G1.B1.S2.MA3 M424732	Attend and participate in PLC meetings.	Herrera, Laura	10/8/2018	Outlook Calendar, PLC Minutes, Coaching Interaction Log	5/24/2019 biweekly
G1.MA1 M424735	Evaluate student mastery of standards by conducting data analyses of performance on school,...	Hopkins, Tamara	8/8/2018	Individual Progress Monitoring Meetings, Administrative Team Progress Monitoring Meetings, SIP Progress Monitoring Meetings, SIPPS Sight Words and Mastery Tests, VPAS, ELA and Math i-Ready, VST, SMT, FSA	5/31/2019 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.MA1  M424723	Conduct classroom visitations to monitor the effectiveness of implementing standards-aligned...	Maddox-Barrs, Francenia	8/13/2018	VSET, Outlook Calendar, Coaching Interaction Log/My Time Information	5/31/2019 monthly
G1.B1.S1.MA5  M424724	Maintain accurate records of focused coaching support through the Coaching Interaction Log and My...	Herrera, Laura	9/4/2018	Coaching Interaction Log and My Time Report	5/31/2019 daily
G1.B1.S1.MA7  M424726	Analyze school and district data during Leadership Team and SIP Progress Monitoring Meetings...	Hopkins, Tamara	8/15/2018	Eduphoria Reports, i-Ready Reports, VPAS Excel Files, Initial and Mid-year SIP Data Review	5/31/2019 monthly
G1.B1.S1.MA1  M424727	Participate in collaborative team meetings and/or monitor the minutes from team meetings designated...	Herrera, Laura	9/13/2018	Outlook Calendars, PLC Minutes, Coaching Interaction Log	5/31/2019 biweekly
G1.B1.S1.MA3  M424728	Monitor participation in district-facilitated and school-based PL opportunities including faculty...	Hopkins, Tamara	8/8/2018	MyPGS Attendance Record of Completion; PLC Minutes	5/31/2019 quarterly
G1.B1.S1.MA4  M424729	Provide feedback/coaching following district-facilitated professional learning on i-Ready...	Maddox-Barrs, Francenia	8/15/2018	Outlook Calendar and Email, Coaching Interaction Log	5/31/2019 monthly
G1.B1.S1.A10  A388701	Implement the knowledge and skills learned during each PL session providing equity through...	Maddox-Barrs, Francenia	8/8/2018	Lesson Plans, PLC Minutes, Classroom Walk-throughs/Observations	5/31/2019 monthly
G1.B1.S1.A11  A388702	Monitor and provide feedback/coaching after each school-based PL session to ensure equity through...	Maddox-Barrs, Francenia	8/8/2018	School Master Calendar, Leadership Team Minutes, Outlook Calendars, PLC Minutes, Classroom Walk-throughs, Observation Feedback, Coaching Interaction Log/My Time	5/31/2019 monthly
G1.B1.S1.A12  A388703	Implement PLC record-keeping tools/ guiding questions to focus collaborative efforts on...	Herrera, Laura	10/1/2018	PLC Minutes	5/31/2019 biweekly
G1.B1.S1.A13  A388704	Implement PLC record-keeping tools/ guiding questions to focus collaborative efforts on...	Herrera, Laura	10/1/2018	PLC Minutes, Coaching Calendar; Progress Monitoring Data, Eduphoria (and other data platforms) Reports	5/31/2019 biweekly
G1.B1.S2.A4  A388708	Implement effective PLC sessions focused on curriculum, instruction, data analysis, and...	Hopkins, Tamara	10/8/2018	PLC Minutes, Coaching Interaction Log, Progress Monitoring Data, Eduphoria and i-Ready Reports (and other data platforms)	5/31/2019 biweekly
G1.B1.S2.A5  A388709	Monitor and provide feedback/coaching as needed for each PLC session to ensure equity for all...	Maddox-Barrs, Francenia	10/8/2018	Outlook Calendars, Coaching Interaction Log, Classroom Walk-through Data, PLC Minutes	5/31/2019 biweekly
G1.B1.S1.A1  A388692	Ensure participation in the Volusia County School's Professional Learning (PL) Plan (i.e.,...	Hopkins, Tamara	8/8/2018	MyPGS Attendance Record; PL Sign-in Sheets; Faculty Meeting Sign-in Sheets	6/3/2019 annually