

students

school

teaching

improvement

strategic

collaborative

family

environment

instruction

needs

goals

mission

vision

public

and

community

involvement

planning

building

relationships

achievement

supportive

problem solving

8-Step

effective

leadership

ambitious

strategies

resources

assessment

zero

college

and

career

public

and

mission

vision

## Charlotte High School

1250 COOPER ST, Punta Gorda, FL 33950

[ no web address on file ]

### School Demographics

**School Type**

High

**Title I**

No

**Free/Reduced Price Lunch**

51%

**Alternative/ESE Center**

No

**Charter School**

No

**Minority**

26%

### School Grades History

**Year**

2013-14

2012-13

2011-12

2010-11

**Grade**

B

A

A

B

### School Board Approval

This plan is pending approval by the Charlotte 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.

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, or with a grade of F within the prior two years. For all other schools, the district may use a template of its choosing. All districts must submit annual assurances that their plans meet statutory requirements.

This document was prepared by school and district leadership using the Florida Department of Education'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 resources available to support the goals and barriers that could hinder achieving those goals (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 is a statewide network of strategic support, differentiated by need according to performance data, and provided to schools and districts in order to improve leadership capacity, teacher efficacy and student outcomes. DA field teams collaborate with district and school leadership to design, implement and refine improvement plans, as well as provide instructional coaching, as needed.

### DA Regions

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

### DA Categories

Traditional public schools are classified at the start of each school year, based upon the most recently released school grades (A-F), into one of the following categories:

- Not in DA – currently A or B with no F in prior three years; charter schools; ungraded schools
- Monitoring Only – currently A or B with at least one F in the prior three years
- Prevent – currently C
- Focus – currently D
  - Planning – two consecutive grades of D (i.e., DD), or a grade of F immediately followed by a grade of D in the most recent grades release (i.e., FD)
  - Implementing – two consecutive grades of D in the most recent grades release preceded by a grade below C (i.e., FDD or DDD)
- Priority – currently F
  - Planning – declined to a grade of F in the most recent grades release and have not received a planning year or implemented a turnaround option during the previous school year
  - Implementing – two consecutive grades of F (i.e., FF), or three consecutive grades below C with an F in the most recent grades release (i.e., FDF or DDF)

### DA Turnaround and Monitoring Statuses

Additionally, schools in DA are subject to one or more of the following Turnaround and Monitoring Statuses:

- Former F – currently A-D with at least one F in the prior three years; SIP is monitored by FDOE
- Planning – Focus Planning and Priority Planning; district is planning for possible turnaround
- Implementing – Focus Implementing and Priority Implementing; district is implementing the Turnaround Option Plan (TOP)

### 2014-15 DA Category and Statuses

DA Category	Region	RED
Not In DA	4	<a href="#">Jim Browder</a>
Former F	Turnaround Status	
No		





## Part I: Current School Status

### Supportive Environment

#### School Mission and Vision

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

Be a Learner, Be a Leader, Be a Tarpon!

Be a Learner.....ever-learning, every moment of time, everywhere, and under all circumstances. We learn by working hard at school and always doing our best.

Be a Leader....Lead your own life, be a strong example for others, live by principles, and be an influence for good. Self-leadership is doing the right thing even when no one is looking.

Be a Tarpon.....Promote our Tarpon culture, reinforce our Tarpon fundamentals, and model high expectations for ourselves and others.

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

Promote a culture where Tarpons do their best, do what is right and treat others the way they wish to be treated.

#### School Environment

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

School culture develops as staff members interact with each other, the students, and the community. It becomes the guide for behavior that is shared among members of the school at large. Culture is shaped by the interactions of the stakeholders. Everyone has a role to play in building a positive school climate. Success depends on a whole school approach that includes the active involvement of school leaders, staff members, students, parents/guardians and community members who are committed to a shared vision of a safe, inclusive and accepting school community. Students and staff are reminded daily over the intercom of our Tarpon Fundamentals.....Do What's Right, Do Your Best, and Treat Others the Way You Wish to be Treated. It just becomes the way we do things at CHS. At the beginning of the year each class is assembled to talk about culture and expectations for the upcoming year.

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

There are a number of steps that we can take to reinforce the fact that schools are safe environments and increase student/adult comfort level. Students thrive in environments where they feel safe, nurtured and respected. All students, even those who have learning difficulties and extraordinary personal challenges, can do well when they are physically comfortable, mentally motivated and emotionally supported. Charlotte High has a diverse population and the students hear on a daily basis that no one person has the power to ruin their day and one should always treat others the way they wish to be treated. We encourage communication and interaction and do not tolerate harassment, bullying or violence of any kind. Teachers model positive and supportive interactions and develop class rules that value kindness and discourage exclusion.

##### 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

Prior to the start of school, teachers were given a discipline folder and its contents were reviewed during a full staff meeting. This folder contained school-wide policies, supports and possible consequences for behavior. These policies and supports include a user-friendly process to track student misbehaviors and teacher intervention information. Behavioral expectations are reviewed with students in the classrooms, halls, and during class meetings to ensure students have a clear understanding of the rules. Once a student's behavior escalates to the point of getting the deans involved, there are very clear-cut, mutually agreed upon guidelines for consequences that both the deans and assistant principals follow.

**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**

Our guidance team is very proactive and available to students as needed. The philosophy is that students who walk into the guidance office should feel better about things as they leave. Registrar, data entry, and nurse services are all available to students as needed. We work with several agencies such as Destination Graduation, Take Stock in Children, and Big Brothers and Big Sisters for additional services. Our social worker and ESE Liaisons provide assistance and interventions as well.

**Early Warning Systems**

The school's response to this section may be used to satisfy the requirements of 20 U.S.C. § 6314(b)(1)(B)(ii)(III), (b)(1)(B)(iii)(I), and (b)(1)(I).

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

The early warning intervention process at CHS consists of many layers. While managed and overseen by each grade level counselor, the process begins in the classroom with the teacher. The focus on Marzano's instructional practices has provided an increase in appropriate strategies and interventions to assist with students who demonstrate deficiencies in learning. Students can be identified by teachers based on class performance, counselors based on academic and behavior records, and/or parents who recognize their students are falling behind. The MTSS ( Multi-Tiered Systems of Support) process begins with classroom interventions and documentation. This is followed by intervention review by the Teacher Support Team (TST) which consists of an administrator, counselors, ESE liaisons, a school social worker, a dean, and the school psychologist. The team reviews the class interventions and results before identifying which additional resources will be needed for the student. The TST may prescribe small group interventions which may extend beyond a student's school day, but specifically target the student's deficiencies. Many of these small group interventions are free for the school because of community volunteers or grant funded programs. These include Read to Lead, Literacy Group, Khan Academy, FastForward, Big Brothers/ Big Sisters, Destination Graduation, and/or individual counseling. Should the prescribed interventions prove ineffective, the team will begin the conversation with the psychologist for individual interventions prior to any recommendations for testing.

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

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

Indicator	Grade Level			Total
	9	10	11	
Attendance below 90 percent	34	36	36	106
One or more suspensions	44	54	70	168
Course failure in ELA or Math	195	128	49	372
Level 1 on statewide assessment	138	204	156	498

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

Indicator	Grade Level			Total
	9	10	11	
Students exhibiting two or more indicators	127	124	76	327

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

The TST is made up of a cross section of support personnel and is facilitated by an administrator. The team is constantly searching for small group and individual intervention options for teachers and students. Data sources include FOCUS, Performance Matters, School Portal, and several analytic spreadsheets designed to identify individual student deficiencies out of mass groups of students. The TST committee utilizes in-class feedback forms to begin the analysis of student academic, attendance, and behavior. MTSS at Charlotte High requires every stakeholder to buy in and participate. The process may be initiated by a teacher, parent, student or counselor. To have an effective system, these individuals must understand the purpose and process for MTSS. CHS provides training on the intervention and referral process to new teachers and ongoing guidance for teachers.

**Family and Community Involvement**

The school's response to this section may be used to satisfy the requirements of 20 U.S.C. § 6314(b)(1)(B)(iii)(I)(aa).

**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**

Title I schools use the Parent Involvement Plan (PIP) to meet the requirements of 20 U.S.C. § 6314(b)(1)(F).

**Will the school use its PIP to satisfy this question?**

No

**PIP Link**

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

**Description**

Focus on the strengths of families—they know their children better than anyone else. Find ways to get that information to teachers, other school staff. We conduct school surveys to reveal family attitudes about our school and learn how to deal with frustrated parents—separate the parent from the argument he is making by using active listening. CHS is currently planning its Dreambuilding presentation with its registration process to streamline the burden on parents in regards to obtaining information. Additionally, the school is working to fine tune the process for dissemination via the world wide web. The number one priority is to provide parents with the necessary information at the appropriate times. Without this alignment, attendance will decrease. Quarterly newsletters are

available and our website is frequently updated with information. The School Connects system is also used regularly to communicate and update parents with current information.

**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**

Schools are more effective and caring places when they are an integral and positive part of the community. This means enhanced academic performance, fewer discipline problems, higher staff morale, and improved use of resources. Relationships with Big Brothers, Big Sisters, Operation Cooper Street, Destination Graduation, Team Punta Gorda, and the Rotary all assist CHS with building relationships within our community.

**Effective Leadership**

The school's response to this section may be used to satisfy the requirements of 20 U.S.C. § 6314(b)(1)(H).

**School Leadership Team**

**Membership**

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

Name	Title
Corsaletti, Cathy	Principal
Masonry, David	Assistant Principal
Damico, Jeff	Assistant Principal
Pyle, Kathryn	Assistant Principal
Tenney, Andrew	Assistant Principal

**Duties**

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

Working together to create an engaging school climate that accelerates student learning is common sense. Each person in the partnership takes an active role and is accountable for effectively completing their individual responsibilities. The principal, along with each AP, oversees a specific department and works together to ensure that standards based instruction is taking place. With each working with a different department we are able to collaborate on strengths and weaknesses within our school. The assistant principals for curriculum work closely with guidance to develop a master schedule designed to give students the most flexibility for success. The assistant principal for discipline works closely with the deans to ensure student safety, monitors early warning signals for those students in need, and implements the MTSS process. The assistant principal for activities works with his team to provide students opportunities to build relationships with others and participate in on our positive school culture outside of the classroom. The Principal works with all APs to promote our common vision.

***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***

Shared leadership works when all the participants share responsibility and accountability for the work of the partnership. Empowering teachers, staff, students and parents to work and collaborate towards a common goal makes them aware of their responsibilities to the work. School leadership will be focused on a systemic data driven decision making throughout the school year. Through utilizing various resources and interventions for identifying student needs and the desired learning outcomes the administrative team as well as the instructional staff will develop student intervention plans. During bi-weekly leadership meetings the data will be reviewed and the team will discuss what resources can and should be used to assist in meeting the needs of students.

### School Advisory Council (SAC)

#### Membership

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

Name	Stakeholder Group
Cathy Corsaletti	Principal
Donna Cahusac	Parent
Karon Finch	Parent
Jeff Mael	Parent
James Marlatt	Parent
Lynn/Dennis McCulloch	Parent
Amy Moenning	Parent
Teresa Palmer	Parent
Alan Skavroneck	Business/Community
Karen Smith	Teacher
Craig Smith	Education Support Employee
Todd Stanfield	Parent
Phebe Westby	Parent
Angie Newbold	Parent
Cathy Kelly	Parent
Lynn Huff	Parent
	Student
Ashleigh Rankin	Student
Isabelle Sanchez	Student
Jack Fining	Student

#### Duties

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

*Evaluation of last year's school improvement plan*

SAC will continue to monitor the progress of the SSP as well as the correlation between the school's PD plan and the identified barriers and subsequent goal statements. This will include an overarching view of the PLC application documents and PD proposals and expenditures.

*Development of this school improvement plan*

The SAC committee previewed the process for the current SSP, before the problem solving process was implemented. Additionally, the SAC president and secretary were presented with the Professional Development Plan framework so they could provide feedback on its relevance to the SSP. A summary presentation was provided to the SAC membership at the October meeting. The membership was notified of their continued involvement and opportunities to provide feedback. A draft of the SSP will be digitally delivered to the membership to review prior to the November meeting. This will allow them the opportunity to troubleshoot and provide feedback for the plan.

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

We are not a school based budgeting district.

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

No funds were available this year.

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

No

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

SAC members will be present during school evening activities to recruit members, a SAC message will be put in each newsletter to interest new members, and all minutes and meeting agendas will be available on our school web page.

**Literacy Leadership Team (LLT)**

**Membership**

Identify the name, email address and position title for each member of the school-based LLT.:

Name	Title
Masonry, David	Assistant Principal
Harvey, Scot	Teacher, K-12
Beisner, Amy	Teacher, K-12
Cain, Tara	Instructional Media
Cain, Jeff	Teacher, ESE
Garcia, Heather	Teacher, K-12
James, Mark	Teacher, K-12
Massolio, Renee	Teacher, K-12
Corsaletti, Cathy	Principal

**Duties**

***Describe how the LLT promotes literacy within the school***

The Literacy Leadership team will be essential in the transition to the Florida Standards. The Literacy leadership members will take to their department meetings (and Professional Learning Communities) ideas, strategies and information necessary to help everyone with the transition. The roll of this team is to create and implement instructional changes that strengthen student achievement, achieved through professional development presentations at applicable department meetings, classroom modeling and providing professional support to peers. The team engages in ongoing professional

dialogue and makes decisions based on review of current research, student and teacher data, and best practices linked to improving student achievement

## Public and Collaborative Teaching

The school's response to this section may be used to satisfy the requirements of 20 U.S.C. § 6314(b)(1)(D).

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

School Leaders will lead by example and model what they want teachers to do. To do this it's necessary to put themselves in the classroom. Good leaders encourage risk taking - failure is an option and can lead to success. There should be open, two-way lines of communication and teachers will be given space and freedom - they will be empowered and shown that school leaders have confidence in them. Administrators need to be there to help their teachers grow. We will also listen more and talk less - this shows teachers that you value them and their concerns. Teachers are encouraged to work in PLC groups to collaborate on planning and instruction. A bi-weekly PLC meeting takes place for every teaching department and administrators attend these meetings to provide support and assistance..

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

The principal is the responsible agent for identifying, interviewing and hiring highly qualified teachers. The process will include a thorough screening process, input from department chairs as well as feedback from references. Additionally, the candidates will be interviewed by a panel that may include the department chair or other relevant stakeholders. These stakeholders may consist of teachers, staff, administration or community members.

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

The program at CHS is meant to serve as an extension of the District's NET program. Currently under revision, the new goals of the program are to assist new teachers at any level, acclimate or "Tarponize". The program will consist of monthly NET meetings, monthly individual new teacher meetings and additional PD specifically designed for the NET teachers. While the NET and traditional mentor teacher was an effective method, based on new teacher feedback, we understand that a more systemic process is necessary. For example, new teachers that started after the first day were often overlooked by both NET and the pre-school training programs, placing undue stress on the new and mentor teacher. Proper pairing of new and mentor teachers is important and CHS considers content as well as procedural knowledge when making these pairings. The new program is meant to provide support for our NET teachers in every aspect of their day, while providing them opportunities for growth and development professionally and into our school culture.

## Ambitious Instruction and Learning

### **Instructional Programs and Strategies**

#### **Instructional Programs**

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

Teachers are responsible for moving their students to proficiency on their state's content standards. Consequently, they must re-examine their instructional program to ensure that classroom tasks and assignments are aligned with the content standards they are expected to teach and that are assessed by the state. When teachers map their current instructional assignments and class work to the

content standards, they will likely see a number of tasks and assignments that are not aligned. Because instructional time is at a premium, and the charge to take all students to proficiency is a challenging one, teachers must use their instructional time effectively to ensure their teaching is aligned with state standards. This tight alignment has the added advantage of giving teachers a reason to weed out some current tasks and assignments and, even more of a time saver, to stop grading student work that isn't related to standards. A number of strategies can be employed to help ensure the taught curriculum is aligned with the state standards. Curriculum mapping is the process of mapping a district's curriculum to the state standards. When teachers engage in this activity, they better understand what they are responsible for teaching and know where there are any gaps between their curriculum and state standards. Another effective approach to helping ensure alignment is to identify in your monitoring plan the content standard indicators you expect teachers to collect and submit classroom assessment data. Once you have asked teachers to collect classroom data on a specified set of indicators/objectives aligned to the state standards, you have made clear to them where they need to focus their instructional time.

### Instructional Strategies

***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***

During the PLC process teachers evaluate the data from formative and summative assessments to determine student proficiency levels. Remedial action is taken for those students who have not mastered the standards. Students are given extended time to master standards, as well as remedial one on one and small group teaching to reinforce concepts not mastered. Students are also given the opportunity to show proficiency at a later date through the credit recovery program.

***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:** 3,600

The program is designed to use technology to remediate students in core academic instruction to ensure mastery in core standards.

#### ***Strategy Rationale***

This program provides extended time in the day to assist students in the mastery of standards. One on one teacher instruction happens as the student works through the modules to gain proficiency.

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

- Core Academic Instruction

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

Masonry, David, david.masonry@yourcharlotteschools.net

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

Through the use of the computerized program, the data is collected as the students master the standards and the course is completed.

**Strategy: After School Program**

**Minutes added to school year: 2,160**

Students will work to enrich their math skills for competition.

**Strategy Rationale**

Strategy will provide for challenging math problems to strengthen skills

**Strategy Purpose(s)**

- Enrichment

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

Masonry, David, david.masonry@yourcharlotteschools.net

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

Both team and individual scores from competitions.

**Student Transition and Readiness**

**PreK-12 Transition**

The school's response to this question may be used to satisfy the requirements of 20 U.S.C. § 6314(b)(1)(G).

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

Students and parents will be encouraged to begin the process of postgraduate planning as early as grade 8 with our annual "Dreambuilding" event with our feeder middle school which will take place in February. Students in grade 8 will have an opportunity to visit classrooms prior to registration, meet teachers and students, and learn about different programs. Registration begins early January beginning with the grade 11/12 students. All students have access to an on-line catalog. CHS has a designated space on the website dedicated to information for parents and students about registration. Those that do not have internet access are provided with a hard copy of the comprehensive school catalog that outlines all courses offered, graduation requirements and applications for special programs. An overview of the registration process is given to each grade level in small group presentations. Informational parent nights are conducted to help parents/students with career planning and to make certain all students are on track for graduation. Guidance counselors sit with each individual student to go over transcripts, make recommendations and enroll students into courses for the following year. Group Guidance in the Classroom Lesson plans have been developed specifically for each grade level. These lesson plans deliver distinct curriculum specific to each age group. Commonalities include: Florida Bright Futures, Career Planning, FOCUS password information, and analysis of transcript data. Students are introduced to the new FVC (Florida Virtual Campus) site developed by DOE and given a guided tour of the site. By using FVC, students are able to research a variety of topics related to post-secondary readiness and provide them with basic skills and knowledge related to specific careers and post-secondary plans. These guidance in the classroom lesson plans are posted on our website. CHS also provides "parent information seminars" to allow parents the opportunities to meet with guidance and career counselors during the school year during the evening hours to get more information about post-secondary planning and scholarship opportunities.

**College and Career Readiness**

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

Students participate in a series of career lessons taught within core subject classes that relate their academics with their career areas of interest. Examples of such related activities would include: \* Writing resume's and preparing responses to college and scholarship application prompts; \* Performing scholarship searches and developing a budget for postgraduate plans by researching costs involved (tuition, textbooks, housing, transportation, etc.); \* Comparing/contrasting continuing education institutions and the requirements for admission; \* College readiness: participating in PLAN, ASVAB PERT and/or PSAT testing options as well as on-line practice sites in preparation for ACT/ SAT tests; \* Attending college admissions visits in preparation for the application process; \* Monitoring of individual career plans to assure graduation requirements are met, college entrance requirements are met, as well as to monitor FL Bright Futures eligibility. Integration also occurs when students use core subject skills and knowledge to complete assignments in CTE (Career & Technical Education) courses such as reading handbooks, manuals, recipes, etc.; writing for communication, graphic design, TV anchor scripts, etc.; performing math calculations related to health science careers, culinary arts, construction, aviation, etc.

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

Academy of Television Production, Final Cut Pro  
Academy of Computers and Information Technology, Word, PowerPoint, Excel, Dreamweaver, Flash, Photoshop  
Academy of Culinary Arts, ServSafe  
Environmental Resources (STEM)  
Academy of Agriculture, Certified Agricultural Technician  
Veterinarian Assisting, Certified Veterinary Assistant  
Agritechnology, Certified Agriculture Technician  
Agriculture Biotechnology, Certified Agriculture Biotechnician  
Academy of Engineering and Technology, AutoCAD Certified Associate

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

Core curriculum will offer Charlotte High School assignments that integrate concepts and skills learned to students' individual career goals (i.e., math to Construction / medical measurements / game design formatting, etc.) The development of 21st century skills is included in all academy courses. Project based learning and experiential learning are used to train students in 21st century skills such as oral and written communication, collaboration/teamwork, professionalism, leadership, ethics, globalization, flexibility/adaptability, critical thinking, problem solving, and creativity/innovation.

***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***

Through research of educational requirements of the 25 fastest growing occupations by year 2018, 9th grade students will understand the need to plan continuation of their education past 12th grade. 9th and 10th grade students will research educational requirements of selected career areas of interest to assist with the development of personal short and long term educational goals. 10th grade students will participate in the PLAN test and the associated career inventory. A partnership with the Charlotte Technical Center will ensure students have access to appropriate Industry Certifications and career themed courses. Guest speakers from a variety of careers/occupations within the community will address students within related career electives to reinforce the relevance of mastering course content and the benefits of taking rigorous core courses (honors/DE/AP/AICE). Each semester, all students will review their FL Bright Futures eligibility to reinforce the need for

content mastery, minimal GPA requirements, and minimal ACT/SAT/PERT qualifying test scores. Follow-up lessons to all grade 10 students on the interpretation of results and next steps of the PLAN test.

Teachers, through departmental PLCs, are encouraged to use college readiness data in the analysis of curricular and instructional changes. College Readiness data is posted into a shared folder accessible by all teachers in the school. College Readiness data (ACT, PERT, SAT) is accessible for each teacher through FOCUS and Performance Matters. As the year unfolds, CHS will continue to evaluate the possible addition of AICE, AP, or Dual enrollment courses for the 2015-2016 year. CHS will continue to offer dual enrollment and college level courses through a variety of educational opportunities and institutions based upon certified teachers.

Weekly RTI support team meetings analyzing early warning signals for “at-risk” students in danger of not graduating and implementing interventions as necessary on an individual basis to assist students in graduating with their cohort group. Charlotte High will use the PSAT test and the AP Predictor report as well as FCAT scores and student GPA to determine dual enrollment and advanced placement enrollment. Charlotte High will PERT test all seniors who do not have college readiness qualifying scores on ACT/SAT. This will be done in late spring.

## 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.**      Improve the percentage of proficient students while reducing the percentage of non-proficient students in Reading on related outcome measures. Our main focus will be informational text.

## Strategic Goals Detail

*For each strategic goal, this section lists the associated targets (i.e., "SMART goals"), resources available to support movement toward the goal, barriers to achieving the goal, and the plan for monitoring progress toward the goal*

**G1.** Improve the percentage of proficient students while reducing the percentage of non-proficient students in Reading on related outcome measures. Our main focus will be informational text. 1a

G041396

**Targets Supported** 1b

Indicator	Annual Target
AMO Reading - All Students	70.0

**Resources Available to Support the Goal** 2

- CPALMS, CMAPS, Fast Forward, USA Test Prep Data

**Targeted Barriers to Achieving the Goal** 3

- Core instruction does not consistently provide explicit instruction in reading strategies and student motivation to read and engage in literacy tasks is low.
- Lack of integration of reading strategies in other academic subjects.
- Time restraints to review individual student reading data.

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

Formative and summative assessments, USA Test Prep

**Person Responsible**

Cathy Corsaletti

**Schedule**

Biweekly, from 10/7/2014 to 5/22/2015

**Evidence of Completion**

Progress toward standard mastery will be determined through growth and proficiency of learning goals and objectives using learning scales and performance on common assessments.

## 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.** Improve the percentage of proficient students while reducing the percentage of non-proficient students in Reading on related outcome measures. Our main focus will be informational text. **1**

 **G041396**

**G1.B1** Core instruction does not consistently provide explicit instruction in reading strategies and student motivation to read and engage in literacy tasks is low. **2**

 **B120802**

**G1.B1.S1** English and Reading teachers provide explicit instruction focusing on teaching pre-, during, and after reading strategies. We provide a daily 90 minute block of Reading and English for all level 1 students and a 45 minute daily period of intensive reading for level 2 students. **4**

 **S139875**

### Strategy Rationale

Students need additional time in reading and language arts to provide strategies for reading improvement.

### Action Step 1 **5**

Students will increase their proficiency in reading.

#### Person Responsible

Cathy Corsaletti

#### Schedule

Weekly, from 9/2/2014 to 5/18/2015

#### Evidence of Completion

Data from USA Test Prep; formative and summative assessments.

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

Progress Monitoring and data mining to drive instruction

**Person Responsible**

Cathy Corsaletti

**Schedule**

Weekly, from 10/15/2014 to 5/15/2015

***Evidence of Completion***

Walkthroughs and teacher lesson plans

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

Data Mining to drive instruction

**Person Responsible**

Cathy Corsaletti


**Schedule**

Monthly, from 8/25/2014 to 5/29/2015

***Evidence of Completion***

FSA Scores, tests, exams, surveys, exit tickets

**G1.B2** Lack of integration of reading strategies in other academic subjects. 2

 B120803

**G1.B2.S1** Implement a combination of research-based programs and strategies that have been proven successful in accelerating the development of reading skills. 4

 S137929

**Strategy Rationale**

Reading strategies need to be intertwined in all academic areas.

**Action Step 1** 5

Instruction for struggling readers will be explicit and systematic. It should provide direct explanations (modeling) and systematic practice opportunities (guided instruction), as well as carefully managed cumulative review to ensure mastery.

**Person Responsible**

Cathy Corsaletti

**Schedule**

Weekly, from 9/2/2014 to 5/29/2015

***Evidence of Completion***

State standardized test data and USA test Prep data.

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

PLC Meetings with administrative support.

**Person Responsible**

Cathy Corsaletti

**Schedule**

Monthly, from 9/3/2014 to 5/29/2015

***Evidence of Completion***

PLC Minutes and reflections.

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

All levels of monitoring will focus on artifacts developed by the PLC and their correlation to the school's goals and objectives. Artifacts will be reviewed for their effectiveness by how well they communicate course and Florida plan standards

### Person Responsible

Cathy Corsaletti


### Schedule

Monthly, from 8/29/2014 to 4/30/2015

### Evidence of Completion

Individual goal setting and review meetings with Department Chairs and instructional staff and ongoing monitoring within the each department through collegial discourse and goal setting and review meetings.

## G1.B3 Time restraints to review individual student reading data. 2

 B120809

**G1.B3.S1** Introduction and PD for CPALMS to empower teachers to review, unpack and understand their course structure and standards so they may communicate their curriculum at all levels for their students. 4

 S141542

### Strategy Rationale

Teachers will be teaching to the standards and assessments will mirror that.

## Action Step 1 5

Common Syllabi that correlates to the standards set forth for all offered sections of a specific course ID,  
common assessments, common grading practices.

### Person Responsible

David Masony

### Schedule

Monthly, from 8/28/2014 to 5/20/2015

### Evidence of Completion

Development of common syllabi

### Plan to Monitor Fidelity of Implementation of G1.B3.S1 6

All levels of monitoring will focus on artifacts developed by the PLC and their correlation to the school's goals and objectives. Artifacts will be reviewed for their effectiveness by how well they communicate course and Florida plan standards

**Person Responsible**

Cathy Corsaletti

**Schedule**

Monthly, from 8/20/2014 to 5/20/2015

***Evidence of Completion***

Common assessments for all courses by the final exam dates.

### Plan to Monitor Effectiveness of Implementation of G1.B3.S1 7

All levels of monitoring will focus on artifacts developed by the PLC and their correlation to the school's goals and objectives. Artifacts will be reviewed for their effectiveness by how well they communicate course and Florida plan standards

**Person Responsible**

Cathy Corsaletti


**Schedule**

Monthly, from 8/20/2014 to 5/20/2015

***Evidence of Completion***

Common Assessments by the final exam dates.

**G1.B3.S2** Provide release time for teachers to review data. 4

 S141557

**Strategy Rationale**

Teachers will be able to spend an increased period of time together discussing and reviewing the data. Instruction will become more data driven.

**Action Step 1** 5

Teachers will receive 3 days each semester to review data together.

**Person Responsible**

David Masony

**Schedule**

Every 2 Months, from 10/28/2014 to 3/27/2015

***Evidence of Completion***

Collaborative planning with the standards and data driven instruction.

**Plan to Monitor Fidelity of Implementation of G1.B3.S2** 6

All levels of monitoring will focus on artifacts developed by the PLC and their correlation to the school's goals and objectives. Artifacts will be reviewed for their effectiveness by how well they communicate course and Florida plan standards

**Person Responsible**

David Masony

**Schedule**

Every 2 Months, from 10/28/2014 to 3/27/2015

***Evidence of Completion***

Data driven instruction and collaborative planning.

## Plan to Monitor Effectiveness of Implementation of G1.B3.S2 7

All levels of monitoring will focus on artifacts developed by the PLC and their correlation to the school's goals and objectives. Artifacts will be reviewed for their effectiveness by how well they communicate course and Florida plan standards

### Person Responsible

David Masony


### Schedule

Every 2 Months, from 10/28/2014 to 3/27/2015

### Evidence of Completion

Development of common assessments, walkthrough data.

**G1.B3.S3** If teachers are given time to grade the FSA Writing progress monitoring assessments we will be able to provide specific student feedback and we can meet with our peers and lesson plan together to help promote growth. 4

 S145710

### Strategy Rationale

We know our students will be stronger writers if we have time to provide positive and thorough feedback and reteach problematic areas.

## Action Step 1 5

Teachers will provide specific feedback against ELA writing rubric and group lessons if administration/county level will pay for subs after the MOY and EOY writing progress monitoring.

### Person Responsible

Heather Garcia

### Schedule

Every 2 Months, from 10/27/2014 to 5/8/2015

### Evidence of Completion

Results from the progress monitoring tests will be our evidence for growth. We know our students will be stronger writers if we have time to provide positive and thorough feedback and reteach problematic areas.

**Plan to Monitor Fidelity of Implementation of G1.B3.S3** 6

Progress Monitoring with USA Test Prep

**Person Responsible**

Jeff Damico

**Schedule**

On 5/8/2015

**Evidence of Completion**

Three times each year, BOY, MOY and EOY and results will be studied.

**Plan to Monitor Effectiveness of Implementation of G1.B3.S3** 7

Teachers will have a better understanding of the assessments and lesson planning will become a team effort.

**Person Responsible**

Heather Garcia

**Schedule**

Biweekly, from 10/27/2014 to 4/24/2015

**Evidence of Completion**

Results of Writing test and progress assessments.

**Appendix 1: Implementation Timeline**

*Action steps and monitoring activities identified in the SIP as necessary to achieve the school's goals.*

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/End Date
G1.B1.S1.A1	Students will increase their proficiency in reading.	Corsaletti, Cathy	9/2/2014	Data from USA Test Prep; formative and summative assessments.	5/18/2015 weekly
G1.B2.S1.A1	Instruction for struggling readers will be explicit and systematic. It should provide direct explanations (modeling) and systematic practice opportunities (guided instruction), as well as carefully managed cumulative review to ensure mastery.	Corsaletti, Cathy	9/2/2014	State standardized test data and USA test Prep data.	5/29/2015 weekly
G1.B3.S1.A1	Common Syllabi that correlates to the standards set forth for all offered sections of a specific course ID, common assessments, common grading practices.	Masonry, David	8/28/2014	Development of common syllabi	5/20/2015 monthly
G1.B3.S2.A1	Teachers will receive 3 days each semester to review data together.	Masonry, David	10/28/2014	Collaborative planning with the standards and data driven instruction.	3/27/2015 every-2-months

**Charlotte - 0031 - Charlotte High School - 2014-15 SIP**  
Charlotte High School

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/End Date
G1.B3.S3.A1	Teachers will provide specific feedback against ELA writing rubric and group lessons if administration/county level will pay for subs after the MOY and EOY writing progress monitoring.	Garcia, Heather	10/27/2014	Results from the progress monitoring tests will be our evidence for growth. We know our students will be stronger writers if we have time to provide positive and thorough feedback and reteach problematic areas.	5/8/2015 every-2-months
G1.MA1	Formative and summative assessments, USA Test Prep	Corsaletti, Cathy	10/7/2014	Progress toward standard mastery will be determined through growth and proficiency of learning goals and objectives using learning scales and performance on common assessments.	5/22/2015 biweekly
G1.B2.S1.MA1	All levels of monitoring will focus on artifacts developed by the PLC and their correlation to the school's goals and objectives. Artifacts will be reviewed for their effectiveness by how well they communicate course and Florida plan standards	Corsaletti, Cathy	8/29/2014	Individual goal setting and review meetings with Department Chairs and instructional staff and ongoing monitoring within the each department through collegial discourse and goal setting and review meetings.	4/30/2015 monthly
G1.B2.S1.MA1	PLC Meetings with administrative support.	Corsaletti, Cathy	9/3/2014	PLC Minutes and reflections.	5/29/2015 monthly
G1.B1.S1.MA1	Data Mining to drive instruction	Corsaletti, Cathy	8/25/2014	FSA Scores, tests, exams, surveys, exit tickets	5/29/2015 monthly
G1.B1.S1.MA1	Progress Monitoring and data mining to drive instruction	Corsaletti, Cathy	10/15/2014	Walkthroughs and teacher lesson plans	5/15/2015 weekly
G1.B3.S1.MA1	All levels of monitoring will focus on artifacts developed by the PLC and their correlation to the school's goals and objectives. Artifacts will be reviewed for their effectiveness by how well they communicate course and Florida plan standards	Corsaletti, Cathy	8/20/2014	Common Assessments by the final exam dates.	5/20/2015 monthly
G1.B3.S1.MA1	All levels of monitoring will focus on artifacts developed by the PLC and their correlation to the school's goals and objectives. Artifacts will be reviewed for their effectiveness by how well they communicate course and Florida plan standards	Corsaletti, Cathy	8/20/2014	Common assessments for all courses by the final exam dates.	5/20/2015 monthly
G1.B3.S2.MA1	All levels of monitoring will focus on artifacts developed by the PLC and their correlation to the school's goals and objectives. Artifacts will be reviewed for their effectiveness by how well they communicate course and Florida plan standards	Masonry, David	10/28/2014	Development of common assessments, walkthrough data.	3/27/2015 every-2-months
G1.B3.S2.MA1	All levels of monitoring will focus on artifacts developed by the PLC and their correlation to the school's goals and objectives. Artifacts will be reviewed for their effectiveness by how well they communicate course and Florida plan standards	Masonry, David	10/28/2014	Data driven instruction and collaborative planning.	3/27/2015 every-2-months
G1.B3.S3.MA1	Teachers will have a better understanding of the assessments and lesson planning will become a team effort.	Garcia, Heather	10/27/2014	Results of Writing test and progress assessments.	4/24/2015 biweekly
G1.B3.S3.MA1	Progress Monitoring with USA Test Prep	Damico, Jeff	10/22/2014	Three times each year, BOY, MOY and EOY and results will be studied.	5/8/2015 one-time

## Appendix 2: Professional Development and Technical Assistance Outlines

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

## Professional Development Opportunities

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

**G1.** Improve the percentage of proficient students while reducing the percentage of non-proficient students in Reading on related outcome measures. Our main focus will be informational text.

**G1.B1** Core instruction does not consistently provide explicit instruction in reading strategies and student motivation to read and engage in literacy tasks is low.

**G1.B1.S1** English and Reading teachers provide explicit instruction focusing on teaching pre-, during, and after reading strategies. We provide a daily 90 minute block of Reading and English for all level 1 students and a 45 minute daily period of intensive reading for level 2 students.

### PD Opportunity 1

Students will increase their proficiency in reading.

#### Facilitator

Cathy Corsaletti and Heather Garcia

#### Participants

Language Arts and Reading Teachers

#### Schedule

Weekly, from 9/2/2014 to 5/18/2015

**G1.B2** Lack of integration of reading strategies in other academic subjects.

**G1.B2.S1** Implement a combination of research-based programs and strategies that have been proven successful in accelerating the development of reading skills.

### PD Opportunity 1

Instruction for struggling readers will be explicit and systematic. It should provide direct explanations (modeling) and systematic practice opportunities (guided instruction), as well as carefully managed cumulative review to ensure mastery.

#### Facilitator

Reading/Language Arts PLC

#### Participants

Reading and Language Arts Teachers

#### Schedule

Weekly, from 9/2/2014 to 5/29/2015

**G1.B3** Time restraints to review individual student reading data.

**G1.B3.S1** Introduction and PD for CPALMS to empower teachers to review, unpack and understand their course structure and standards so they may communicate their curriculum at all levels for their students.

**PD Opportunity 1**

Common Syllabi that correlates to the standards set forth for all offered sections of a specific course ID, common assessments, common grading practices.

**Facilitator**

Curriculum Specialists and Department Chairs

**Participants**

All Teachers

**Schedule**

Monthly, from 8/28/2014 to 5/20/2015

**G1.B3.S2** Provide release time for teachers to review data.

**PD Opportunity 1**

Teachers will receive 3 days each semester to review data together.

**Facilitator**

Department Chairs

**Participants**

Teachers

**Schedule**

Every 2 Months, from 10/28/2014 to 3/27/2015

**G1.B3.S3** If teachers are given time to grade the FSA Writing progress monitoring assessments we will be able to provide specific student feedback and we can meet with our peers and lesson plan together to help promote growth.

### **PD Opportunity 1**

Teachers will provide specific feedback against ELA writing rubric and group lessons if administration/county level will pay for subs after the MOY and EOY writing progress monitoring.

#### **Facilitator**

Heather Garcia

#### **Participants**

English and Reading Teachers

#### **Schedule**

Every 2 Months, from 10/27/2014 to 5/8/2015

## Technical Assistance Items

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

## Budget Rollup

### Summary

Description	Total
Grand Total	0