

# Grassy Lake Elementary School



2014-15 School Improvement Plan

## Grassy Lake Elementary School

1100 FOSGATE RD, Minneola, FL 34715

<http://lake.k12.fl.us/gle>

### School Demographics

**School Type**  
Elementary

**Title I**  
No

**Free/Reduced Price Lunch**  
50%

**Alternative/ESE Center**  
No

**Charter School**  
No

**Minority**  
47%

### School Grades History

Year	2013-14	2012-13	2011-12	2010-11
Grade	B	B	A	A

### School Board Approval

This plan is pending approval by the Lake 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	3	<a href="#">Ella Thompson</a>
Former F	Turnaround Status	
No		





## Part I: Current School Status

### Supportive Environment

#### School Mission and Vision

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

Through the dedication and commitment of staff, parents, and the community, Grassy Lake Elementary provides a safe learning environment that challenges students to strive for excellence.

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

Our vision is to provide a happy, caring and academically focused environment where students can reach their full potential and grow to be productive, respectful members of the community.

#### School Environment

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

Throughout the year, Grassy Lake will work toward building positive relationships between all stakeholders including teachers and students by learning as much as possible about our students. Prior to the school year beginning, we will hold an Orientation where parents and students come in to meet their teacher. During this time, teachers will have an opportunity to have an informal conversation with the students.

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

It is our goal to ensure all of our students feel safe and respected at all times. Our Guidance Counselors and the district assigned Social Worker will work together to identify and provide assistance to students and families who fit the homeless criteria (McKinney-Vento Act). In our effort to continue to be a Bully Free School, we will establish a Bully-Proofing Your School Committee. This committee will be comprised of a representative from each grade level along with a Guidance Counselor and Administrator. GLES will also establish a Safety Committee. This committee will be responsible for evaluating the safety of our campus as well as debrief after each emergency drill. With the support of the district, we will maintain a "Single Point of Entry" throughout the day. Before and after school, we will continue the "Single Point of Entry" while students attend the Extended Learning Program.. Grassy Lake Elementary will adhere to a strict dress code for our faculty and students. Dress affects student attitude and the learning environment of others and we expect GLES students to dress for success. The established dress code will encourage a feeling of belonging and team spirit as well as pride in good grooming and appearance. Additionally, it will ensure the safety and well-being of all students and promote a positive learning environment.

##### **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**

Grassy Lake will establish a schoolwide behavior support plan that includes procedures and what we will refer to as an "Infraction Sheet". This form will be utilized in hopes of correcting the behavior before a formal discipline referral is written. To ensure that the plan is implemented correctly and



there is consistency, training will be held with all instructional staff. The plan includes identified inappropriate behaviors, interventions, a review of the infraction sheet and guidelines for writing discipline referrals. During the training, a Behavior Process chart will be reviewed which identifies the roles of the teacher and administration.

**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**

Grassy Lake's guidance counselors will make themselves available for one-on-one or small group assistance. There is a referral procedure in place should a teacher feel that either the student or family is need of support. Guidance Counselors will be actively involved in the MTSS process. They will conduct student assessments and are involved in the decision-making process for student placement. Additionally, they will be involved in the student data collection, monitoring and analyzing student data, communicating the process to parents and supporting interventions plans as well as collaborating with teachers. The school will also works collaboratively with the district assigned Social Worker to provide support and resources as needed as well as provide assistance to students and families who fit the homeless criteria (McKinney-Vento Act).

The Leadership Team will establish a mentoring program where each member is assigned students who have been identified in the lower 25%. Each members will meet once a month with their group of students to discuss their academic progress, offer assistance with resources and provide an opportunity for the students to share their thoughts, successes, and challenges. The Leadership Team includes the Administrators, Guidance Counselors, Literacy Coach, Curriculum Resource Teacher, ESE School Specialist,

**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**

Grassy Lake incorporates an estimated 30 - 40 parent involvement activities on campus. The parent attendance to these events averages around 40%. We would like to see increase in our academic based school activities. These will be our targets for the upcoming year.

**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**

Grassy Lake has been very successful in building and sustaining partnerships with the local community. Invitations are sent out at the beginning of each year to any new businesses to encourage their support. For those existing businesses, we recognize them with a special program where we present them with a certificate of appreciation and gifts. We also acknowledge their gifts/donations throughout the year in our newsletter and on our website. In recognition of our partnerships, Grassy Lake has been awarded the "5" Star School Award every year since opening in 2007. The criteria for this award includes a successful community and business partnership.

## 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
Cole, Doreathe	Principal
Shaffer, Natalie	Assistant Principal
Williams, Julie	Assistant Principal

#### Duties

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

Doreathe Cole, Natalie Shaffer, and Julie Williams will serve as the School Leadership Team at Grassy Lake Elementary School. As a team, we will collaborate to ensure that we have a shared focus and goal for our students. As a team we will develop, initiate and monitor educational programs while also making sure each student has an opportunity to excel academically in a safe environment. Each of us will strive to keep abreast of changes and development in the profession by attending professional development trainings, reading professional journals and sharing information from district meetings. During the weekly leadership meetings, data from classroom walk-throughs will be discussed (instructional best practices and strategies as well as concerns). Additionally, we will plan, direct and conduct staff meetings as a team. During these meetings, policy changes, instructional programs, potential problems and resolutions and other school related issues will be discussed.

***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***

The school-based Mtss/Rtl leadership team will meet with classroom teachers at scheduled intervals, which may span from six to eight weeks (or sooner if need be), to monitor and review student progress data and determine the effectiveness of Tier 2 and 3 interventions being implemented. Supplementary instructional resources will be discussed, and students will be moved across the tiers as data warrants.

Supplemental Academic Instruction (SAI):

Grassy Lake has a strong need to lower the number of Level 1 and 2 students in the area of mathematics. For the purpose of the allocated SAI funds, GLES intends to focus our efforts on last year's 3rd and 4th grade (current 4th and 5th grade) students. GLES will use approximately 75% of the SAI budget to fund a part-time math tutor who will tutor students individually and in small groups to remediate math concepts unique to these students' needs. The remaining 25% of the funds will provide for additional resources and materials for the tutor to utilize with the struggling students. Mrs. Shaffer, Assistant Principal, will pull student data monthly for progress monitoring the effectiveness of the program as well as monitor the budget by working with the bookkeeper.

Title II:

The Lake County School District will receive supplemental funds for improving basic education programs through the purchase of small equipment to supplement education programs.

Title III:

The Lake County School District will provide services and resources for our ELL students. The Guidance Counselors and the ELL Teacher Assistant will work closely together to ensure that all eligible students are in the program and their needs are being met.

Title X- Homeless:

With direction from the Lake County School District's Student Services Department, Grassy Lake's guidance counselors and the school assigned social worker will identify and provide assistance to students and families who fit the homeless criteria (McKinney-Vento Act).

Violence Prevention Programs:

Grassy Lake Elementary will provide violence prevention programs to students through the Mendez "Too good for Drugs and Violence" programs. We will offer bully prevention training to teachers, students and parents. A Bullyproofing Your School Committee will be established with the purpose of working together to ensure that our Bullying Prevention Program is effective. Discipline referrals will be monitored and reviewed each quarter unless it is determined that the frequency should be increased.

Nutrition Programs:

The Lake County School District's Food Service Department, in conjunction with Grassy Lake Elementary, will provide students with nutritious meals. Information on nutrition will be provided to families on the School District website. Administration, Food Service Manager and the District Food Service Department will work closely together to ensure that district policy is followed.

### School Advisory Council (SAC)

#### Membership

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

Name	Stakeholder Group
Donald Lipham	Parent
Melissa Morales	Education Support Employee
Renae Benoit	Parent
Tina Watts	Parent
Marc Dodd	Teacher
Gayle Tomasini	Business/Community
Angela Nattress	Parent
Venise Grice	Parent
Lisa Trudell	Parent
Sasha Muriel	Education Support Employee
Kamarie Polleri	Teacher
Doreathe Cole	Principal

#### 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*

During the September, 2014 SAC meeting, the following data will be shared with the committee. This data includes the 2013 proficiency level, the 2014 proficiency level, and the +/- percentage as reported. The School's SAI plan will be shared which will address the deficiency in Math. The School's STAR Block will be discussed which will address the deficiency in Reading. Writing will be

incorporated as part of the ELA Standards. The school will continue to include Science Lab on the Enrichment Wheel. Additionally, Wonderful Wednesday will be discussed and approval requested. This program provides a day of planning for grade levels to collaborate, plan together and create common assessments.

Reading Goal...2013 - 74%.....2014 - 71%.....-3%  
 Math Goal.....2013 - 70%.....2014 - 68%.....-2%  
 Writing Goal.....2013 - 66%.....2014 - 56%.....-10%  
 Science Goal...2013 - 59%.....2014 - 61%.....+2%  
 School Points - 512 - B Points needed for A Rating - 525

*Development of this school improvement plan*

The SAC committee will assist in the development of the School Improvement Plan. Each section of the plan will be reviewed with the committee and any needed adjustments made. The committee will then formally approve the School Improvement Plan. The committee will evaluate the effectiveness of the plan at the end of the year and make recommendations for next year's plan.

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

The SAC will work closely with the principal in the development and monitoring of the school budget.

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

Should there be funds available through SAC, they will be utilized to remediate those students who have demonstrated a deficit in the area of Reading and/or Math. Additionally, the funds will be used to accelerate those students who have demonstrated a need for enriched curriculums.

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

Yes

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

**Literacy Leadership Team (LLT)**

**Membership**

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

Name	Title
Cole, Doreathe	Principal
Shaffer, Natalie	Assistant Principal
Williams, Julie	Assistant Principal

**Duties**

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

The LLT will focus on identifying the needs of the students by analyzing data and trends. Implementation of the Students Targeted to Accelerate in Reading program (S.T.A.R. Block) will be monitored and evaluated by the LLT. Common Core Support Coach- Targeting Reading Comprehension will be added to the STAR block for those students who need scaffolded instruction in Close Reading. Jr. Great Books will be incorporated in grades K-5 to enrich those students who qualify for an accelerated curriculum. Students in grades K-5 will also have the opportunity to use the new online computer program Istation Reading, where the curriculum is adjusted automatically to

every child's individual ability in all skill areas. Special reading events and activities will be planned by the LLT, such as Snuggle Up and Read, Celebrate Literacy week, Read Across America, Read Believe and Achieve, and Reading Paws.

In addition to administration, members of the LLT include a representative from each grade level, the Media Specialist and the Literacy Coach who also serves as the facilitator of the team.

## 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**

Grassy Lake will implement "Wonderful Wednesday" which will provide each grade level including our enrichment team a full day for collaborative planning. The rotation schedule will provide a day of planning for each team every 7 weeks. In addition, common planning will be built in the master schedule to provide grade levels with the opportunity to collaborate, plan and meet together. The district calendar will also include a Professional Development day which will provide teachers with an opportunity to continue to gain knowledge.

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

Grassy Lake Elementary will adhere to the hiring procedures set by the Lake County School District. Candidates will be carefully screened and interviewed. All teachers at Grassy Lake Elementary will be Highly-Qualified as described by the Florida Department of Education. New attend the New Teacher Orientation held in August, where District Policies and Procedures are reviewed with all new teachers to the county. Additionally, new teachers will attend weekly grade level Meetings, along with monthly administrative meetings.

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

New teachers will be mentored by their grade level chairs. In addition to the weekly grade level meetings, mentors will meet with their assigned new teacher once a week to ensure full understanding of all policies and procedures.

## 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***

Through the support of the district, each teacher will have access to Scope and Sequence Curriculum Blueprints. Within the blueprints, they will find the Florida standards, pacing guide and instructional resources. The teachers will develop their lesson plans based on the blueprints provided. Any additional resources will be evaluated to ensure they too align with the Florida standards. Prior to renewing software programs, they will be evaluated to ensure their effectiveness in supporting teachers in providing instruction.

#### **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**

Grassy Lake will be a data driven school. Through the implementation a progress monitoring plan, data is disaggregated to identify areas of strengths and weakness in academic performance. Though the use of centers, teachers will be able to group their students based on identified areas of need. STAR Block (30 minutes) will be implemented where students are grouped based on FAIR data. These groups will range from remediation to acceleration. A writing component will also be added to the groups. After each FAIR assessment, data will be pulled and sorted to determine the appropriate grouping for students.

Jr. Great Books will be incorporated in grades K-5 to enrich those students who qualify for an accelerated curriculum. Students in grades K-5 will also have the opportunity to use the new online computer program Istation Reading, where the curriculum is adjusted automatically to every child's individual ability in all skill areas.

Though the use of SAI funding, students in need of remediation in the area of math will work in small groups with a resource teacher.

Data Meetings will be held during the 1st and 2nd semester. Teachers will complete a data sheet, then meet with the Leadership team to discuss the academic performance of their students, how instruction has been differentiated to meet their needs, remediation or acceleration, and support services. Each member of the Leadership team will be assigned a group of students who fall in the lower 25th percentile to progress monitor throughout the year. Team members will meet with their assigned students, review their data and provide support (academic-resources, emotional...). Team members will also have continuous dialogue with the teachers.

**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:** 240

Students who are enrolled in the Extended Learning Program are given follow up homework assistance on the skills taught in the classroom. Students will also be tutored during this time as needed.

**Strategy Rationale**

This program is in place to assist parents who work beyond the school day. It will provide students will assistance should their be a need as they complete their homework. Tutoring will provide struggling students will additional academic support.

**Strategy Purpose(s)**

- Core Academic Instruction

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

Cole, Doreathe, coled@lake.k12.fl.us

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

Monitors check student homework as well as academic performance through assessments.

**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***

Grassy Lake Elementary hosts Kindergarten Star Search to help orient students and parents to the school's policies and procedures. Additionally, teachers schedule Kindergarten academic screenings to be utilized during class placements and curriculum adjustments. Academic screenings will continue to be utilized as incoming kindergarteners arrive after the start of school and if necessary throughout the year.

Our 5th grade students participate in a Mock Middle School Day. During this day, students experience changing classes and opening lockers. They also view the dress code policy as well as see models of appropriate and inappropriate dress. An assembly is held during year for a presentation from the middle school guidance counselor. Students will also be introduced to the Arts by listening musical ensembles and the jazz band from the middle schools and watching musical drama performances.

### **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***

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

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

***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***

## School Improvement Goals

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

### Problem Solving Key

**G** = Goal

**B** =  
Barrier

**S** = Strategy

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

## Strategic Goals Summary

- G1.** Grassy Lake will successfully integrate technology into classroom instruction.
- G2.** Grassy Lake will maintain School Safety by meeting the Safe Schools requirements.
- G3.** Grassy Lake will be a "Bully Free" school site.
- G4.** The percentage of parent involvement will increase from 40% in 2013-14 to 50% for the 2014-15 School Year
- G5.** The percentage of students scoring proficient on the Reading Florida Standards Assessment (FSA) will be 78% or higher.
- G6.** The percentage of students scoring proficient on the Math Florida Standards Assessment (FSA) will be 78% or higher.
- G7.** The percentage of students scoring proficient on the 2014 Science FCAT 2.0 will increase from 61% achieved in 2014 to 63% for 2015.
- G8.** The Average Daily Attendance will increase from 95.80% for 2013-14 to 96.80% for 2014-15 school year.

## 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. Grassy Lake will successfully integrate technology into classroom instruction.** 1a

G042904

**Targets Supported** 1b

Indicator	Annual Target
-----------	---------------

**Resources Available to Support the Goal** 2

- Technology Enrichment Teacher
- Classroom Computers
- Computer Labs (2)
- Renaissance Responders
- Equipment - Digital Projector - Document Cameras - iPads - Interwrite Tablets
- DVD/VCR - Television
- Mimeos - Smartboards
- Technology Programs such as- Renaissance Learning - Moby Max - Orchard - iStation

**Targeted Barriers to Achieving the Goal** 3

- Teacher Computers are approximately 8 years old.
- Scheduling of Computer Labs

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

Work orders indicating computer problems showing repairs completed.

**Person Responsible**

Natalie Shaffer

**Schedule**

Semiannually, from 9/8/2014 to 5/29/2015

**Evidence of Completion**

Work Order Log

**G2. Grassy Lake will maintain School Safety by meeting the Safe Schools requirements.** 1a

G042531

**Targets Supported** 1b

Indicator	Annual Target
-----------	---------------

**Resources Available to Support the Goal** 2

- Safe Schools Committee
- District Safety Newsletter
- Security Cameras
- Single Point of Entry
- Radios
- Behavioral Support System
- Emergency Procedures - Fire - Severe Weather - Lockdown
- Digital Passport - Internet Safety - Texting Safeguards

**Targeted Barriers to Achieving the Goal** 3

- Security Cameras are not working in the parking lot.
- Radio shortage
- Behavior Support System - Consistency in implementing the program

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

District approval of Safe School plan.

**Person Responsible**

Julie Williams

**Schedule**

Monthly, from 9/8/2014 to 6/5/2015

**Evidence of Completion**

School Safety District Forms

**G3. Grassy Lake will be a "Bully Free" school site.** 1a

G042390

**Targets Supported** 1b

Indicator	Annual Target
-----------	---------------

**Resources Available to Support the Goal** 2

- Bully-Proofing Your School Program
- Wise Owl - Primary Grades
- Too Good for Drugs
- Too Good for Violence

**Targeted Barriers to Achieving the Goal** 3

- New curriculum implementation - support - resources available.
- Manner in which to communicate bullying prevention efforts to parents.

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

Though the Behavior Support System, as procedures are followed for discipline and infractions, the forms will be collected and reviewed.

**Person Responsible**

Julie Williams

**Schedule**

On 5/29/2015

**Evidence of Completion**

The Behavior Support System Data Report

**G4.** The percentage of parent involvement will increase from 40% in 2013-14 to 50% for the 2014-15 School Year **1a**

G042069

**Targets Supported** **1b**

Indicator	Annual Target
-----------	---------------

**Resources Available to Support the Goal** **2**

- Meet the Teacher - Orientation Day - Students along with their parents come in prior to school beginning to meet their classroom teacher, visit their classroom and discuss school supplies.
- Curriculum Nights - Each grade level will host a curriculum night where parents are invited to hear about the expectations and curriculum for the school year. Each classroom teacher will provide a sign-in sheet.
- Parent Conference Night - Each parent will be invited to attend a conference at the end of the first nine weeks to discuss their academic progress and receive the first report card.
- Snuggle Up and Read - Students will attend an evening of reading with their favorite blanket, stuff animal and of course they get to wear their pajamas. Parents attend as well. We also include some special characters in costume.
- Fall Festival - Families and staff will come together to have an evening of fun with activities and games that include Math, Science, and Art. Activities also test skills in accuracy of tossing, jumping....
- With the incorporation of Art, our STEM Night is now known as STEAM Night. Parents and students will come in to see the displays of Science Fair Projects and participate in a variety of activities.

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

- Student population has grown to over 1,000 students which makes it difficult with limited parking.
- Parents notifications/flyer don't always make it home.
- Low attendance due to other community events being scheduled on the same evening.

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

Attendance percentage from each event will be recorded throughout the year.

**Person Responsible**

Doreathe Cole

**Schedule**

**Evidence of Completion**

Attendance Report

**G5.** The percentage of students scoring proficient on the Reading Florida Standards Assessment (FSA) will be 78% or higher. **1a**

G041005

**Targets Supported** **1b**

Indicator	Annual Target
AMO Reading - All Students	78.0
AMO Reading - Asian	81.0
AMO Reading - African American	70.0
AMO Reading - Hispanic	72.0
AMO Reading - White	81.0
AMO Reading - ELL	50.0
AMO Reading - SWD	48.0
AMO Reading - ED	73.0

**Resources Available to Support the Goal** **2**

- Students Targeted for Acceleration in Reading (STAR) Block will be implemented four days a week - 30 minutes each - students grouped by skill need as identified by FAIR.
- Common Core Support Coach- targeting reading comprehension in the STAR block for those students who need scaffolded instruction in Close Reading
- Jr. Great Books will be incorporated to enrich those students who qualify for an accelerated curriculum.
- Students will have the opportunity to use the new online computer program Istation Reading, where the curriculum is adjusted automatically to every child's individual ability in all skill areas.
- Accelerated Reading - reading comprehension - students read a book and then take an assessment.
- Orchard - differentiated instruction - teachers will be able to adapt and deliver both individualized and whole class instruction that meets the needs of all students, including ELL learners and those with special needs.
- Moby Max - a comprehensive learning system that automatically diagnoses areas of weakness, assigns targeted lessons to improve those areas, and tracks progress as students master skills.
- Literacy Coach - conducts classroom walk-throughs - provides feedback to the teachers - models lessons
- Common Assessments - will provide consistency and a better method of progress monitoring.
- Computer Lab - will allow more students to have access to programs.

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

- Budget to ensure the purchase of software programs.
- Time - to collaborate, plan, and develop common assessments for the new Florida Standards.
- Computer Lab - scheduling of students since the STAR Block is at the same time school-wide.

**Plan to Monitor Progress Toward G5. 8**

Data Sources: FAIR; Accelerated Reading; iStation; Moby Max; Grade; Star Reading; District Assessments.

**Person Responsible**

Doreathe Cole

**Schedule**

Monthly, from 9/8/2014 to 5/29/2015

**Evidence of Completion**

Data Reports

**G6.** The percentage of students scoring proficient on the Math Florida Standards Assessment (FSA) will be 78% or higher. **1a**

G039062

**Targets Supported** **1b**

Indicator	Annual Target
AMO Math - All Students	78.0
AMO Math - Asian	78.0
AMO Math - African American	72.0
AMO Math - Hispanic	71.0
AMO Math - White	81.0
AMO Math - ELL	60.0
AMO Math - SWD	60.0
AMO Math - ED	73.0

**Resources Available to Support the Goal** **2**

- Moby Max automatically assigns lessons based on progress monitoring’s reporting of missing skills.
- Accelerated Math helps teachers personalize standards-based math practice by depth, as standards recommend, and monitor student progress to make data-driven decisions to guide instruction
- Soar to Success Math has a diagnostic program that assesses at what level in a skill thread a student should be placed. The program is organized around skill areas, or threads. Each thread contains a skill range from early level skills to prerequisite skills for upper-gradelevel content.
- District Blueprints - includes Scope and Sequence, resources, pacing guide, learning goals and scales.
- Orchard Software provides differentiated instruction. Orchard is flexible with its balanced, cross-curricular content, which is challenging for advanced students while providing reinforcement skills for those who need it.
- STEM - hands-on learning to increase student engagement, interest, and achievement in the fields of Science, Technology, Engineering, and Mathematics. STEM focuses on the integration of grade level content standards, critical thinking, and problem solving while fostering collaboration and team work among students.

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

- Common Planning time to collaborate, plan and develop common assessments for the new Florida State Standards.
- Lack of staff to offer additional instructional support for our struggling students in the area of Math.
- ESE Inclusion Classrooms: Lack of collaborative planning time between ESE and Inclusion teachers.

**Plan to Monitor Progress Toward G6. 8**

Classroom Walkthrough, Data Forms, TEAM Evaluation Documentation

**Person Responsible**

Doreathe Cole

**Schedule**

Monthly, from 9/8/2014 to 6/5/2015

**Evidence of Completion**

Progress Monitoring Plan - DATA Forms & CWT and TEAM Evaluation Documentation

**G7.** The percentage of students scoring proficient on the 2014 Science FCAT 2.0 will increase from 61% achieved in 2014 to 63% for 2015. 1a

G039079

**Targets Supported 1b**

Indicator	Annual Target
FCAT 2.0 Science Proficiency	63.0

**Resources Available to Support the Goal 2**

- Science Enrichment Teacher - Every Classroom is on the rotation cycle for the Science Lab District Blueprints - provides standards, resources, scope & sequence. learning goals and scales. Science FAIR - students create a project display board that includes hypothesis, materials, procedures, application, conclusion, data/results photos or drawings. A Project Notebook is also maintained. STEM - hands-on learning to increase student engagement, interest, and achievement in the fields of Science, Technology, Engineering, and Mathematics. STEM focuses on the integration of grade level content standards, critical thinking, and problem solving while fostering collaboration and team work among students.

**Targeted Barriers to Achieving the Goal 3**

- Science Enrichment rotation schedule is every eighth day.
- Effectively Integrating STEM activities as part of the Science and Technology instruction.
- Collaborative time to plan and identify effective strategies in providing science instruction in the classroom.

**Plan to Monitor Progress Toward G7. 8**

Data - CWT - Science Assessments - TEAM Evaluation

**Person Responsible**

**Schedule**

Every 6 Weeks, from 10/20/2014 to 5/29/2015

**Evidence of Completion**

Data Sheets - Assessments Scores - Quizzes & Unit Exams



**G8.** The Average Daily Attendance will increase from 95.80% for 2013-14 to 96.80% for 2014-15 school year. 1a

G039081

**Targets Supported** 1b

Indicator	Annual Target
Attendance rate	96.8

**Resources Available to Support the Goal** 2

- District Attendance Reports
- School Absence & Tardy Report

**Targeted Barriers to Achieving the Goal** 3

- District reports only report average daily attendance at the end of the year.
- School absence & tardy reports are randomly printed by the Data Clerk

**Plan to Monitor Progress Toward G8.** 8

Attendance will be monitored for progress by comparing 2013-14 data to 2014-15 data.

**Person Responsible**

**Schedule**

Quarterly, from 9/29/2014 to 6/5/2015

**Evidence of Completion**

2014-15 District End of the Year Report

## 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.** Grassy Lake will successfully integrate technology into classroom instruction. **1**

 G042904

**G1.B1** Teacher Computers are approximately 8 years old. **2**

 B104861

**G1.B1.S1** Contact District regarding the refresh cycle for replacing computers. **4**

 S116155

### Strategy Rationale

Computers could be replaced before they all breakdown.

### Action Step 1 **5**

The district office IT Department will be contacted regarding the refresh schedule for computers.

#### Person Responsible

Doreathe Cole

#### Schedule

On 9/16/2014

#### Evidence of Completion

Calendar of Schedule Refresh Date

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

Communication with the IT Department will be ongoing to ensure the refresh is still on schedule.

**Person Responsible**

Doreathe Cole

**Schedule**

Quarterly, from 9/16/2014 to 5/29/2015

***Evidence of Completion***

Calendar of Refresh Date

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

Calendar updates will be verified to ensure any changes in the schedule have been noted.

**Person Responsible**

Doreathe Cole


**Schedule**

Semiannually, from 9/16/2014 to 5/29/2015

***Evidence of Completion***

Calendar - Date of Refresh

**G1.B1.S2** As computers stop working, keep them in a secure place. 4

 S116156

**Strategy Rationale**

Reusable parts may be used to repair another computer.

**Action Step 1** 5

The computer teacher will secure a place for broken computers.

**Person Responsible**

Natalie Shaffer

**Schedule**

Monthly, from 9/8/2014 to 5/29/2015

**Evidence of Completion**

Computer Storage

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

As computers break, the parts will be harvested to be used to repair other computers whenever possible.

**Person Responsible**

Natalie Shaffer

**Schedule**

Monthly, from 9/8/2014 to 5/29/2015

**Evidence of Completion**

Computers Repaired.

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

The number of non-working computers should decrease.

**Person Responsible**

Natalie Shaffer


**Schedule**

Quarterly, from 9/8/2014 to 5/29/2015


**Evidence of Completion**

Log of Working Computers versus Non-Working Computers

**G1.B2 Scheduling of Computer Labs** 2

 B104862

**G1.B2.S1 Create a master schedule for utilizing the computer lab.** 4

 S116160

**Strategy Rationale**

This will eliminate scheduling conflicts among grade levels.

**Action Step 1** 5

A master schedule will be created and made available to grade levels to sign up to use the computer lab.

**Person Responsible**

Natalie Shaffer

**Schedule**

Monthly, from 9/8/2014 to 6/4/2015

**Evidence of Completion**

Schedule

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

Walkthroughs will be conducted to ensure that the schedule is being adhered to.

**Person Responsible**

Natalie Shaffer

**Schedule**

Biweekly, from 9/8/2014 to 6/4/2015

***Evidence of Completion***

Schedule

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

During Team Leader meetings, computer lab usage will be an agenda item.

**Person Responsible**

Doreathe Cole

**Schedule**

Quarterly, from 10/6/2014 to 6/4/2015


***Evidence of Completion***

Agenda & Minutes


**G2. Grassy Lake will maintain School Safety by meeting the Safe Schools requirements. 1**

 G042531

**G2.B1 Security Cameras are not working in the parking lot. 2**

 B103834

**G2.B1.S1** Until the cameras are up and running, patrols of the campus will be conducted throughout the day. 4

 S114966

**Strategy Rationale**

Ongoing visibility creates a feeling of safety.

**Action Step 1 5**

Staff will be selected and assigned to monitor the campus.

**Person Responsible**

Doreathe Cole

**Schedule**

Daily, from 9/8/2014 to 10/10/2014

**Evidence of Completion**

Schedule of area assignments.

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

As assigned areas are covered, all clear will be communicated through the radio system.

**Person Responsible**

Julie Williams

**Schedule**

Daily, from 9/8/2014 to 10/10/2014

**Evidence of Completion**

Radio Communication

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

By ensuring that areas are covered throughout the day through radio contact.

**Person Responsible**

Julie Williams


**Schedule**

Daily, from 9/8/2014 to 10/10/2014


**Evidence of Completion**

Radio Communication - Schedule of Coverage

**G2.B2 Radio shortage** 2

 B103835

**G2.B2.S1** Until additional radios are received, ensure that all existing radios are charged and ready for usage. 4

 S114974

**Strategy Rationale**

Existing radios will be able to be shared based on the assignment of the day.

**Action Step 1** 5

Each evening, radios are placed on their chargers to ensure they are fully charged for the next day.

**Person Responsible**

Julie Williams

**Schedule**

Daily, from 9/3/2014 to 6/4/2015

**Evidence of Completion**

Radios fully charged.



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

Prior to leaving each radio will be checked to ensure that it is charging.

**Person Responsible**

Julie Williams

**Schedule**

Daily, from 9/3/2014 to 6/4/2015

***Evidence of Completion***

Radios in their base charging.

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

By making sure that throughout the day, radios are available for those on duty.

**Person Responsible**

Julie Williams

**Schedule**

Daily, from 9/3/2014 to 6/4/2015


***Evidence of Completion***

Radio communication

**G2.B3 Behavior Support System - Consistency in implementing the program** 2

 B103836

**G2.B3.S1 A powerpoint with step by step procedures will be developed.** 4

 S114983

**Strategy Rationale**

This reference will be provide guidance and ensure consistency.

**Action Step 1** 5

The powerpoint will be emailed to the teachers and uploaded to the Share drive.

**Person Responsible**

Julie Williams

**Schedule**

On 9/4/2014

***Evidence of Completion***

Powerpoint

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

Discipline procedures and infractions will be reviewed.

**Person Responsible**

Julie Williams

**Schedule**

On 6/4/2015

***Evidence of Completion***

Infraction Sheets and Discipline Forms

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

Discipline documentation will be monitored.

**Person Responsible**

Julie Williams


**Schedule**

Monthly, from 9/8/2014 to 6/4/2015


**Evidence of Completion**

Discipline Forms


**G3. Grassy Lake will be a "Bully Free" school site. 1**

 G042390

**G3.B2 New curriculum implmentation - support - resources available. 2**

 B103613

**G3.B2.S1 School-wide processes and procedures will be developed. 4**

 S114752

**Strategy Rationale**

This will ensure effective implementation.

**Action Step 1 5**

Collaboration between the leadership team and anti-bullying committee.

**Person Responsible**

Julie Williams

**Schedule**

On 9/15/2014

**Evidence of Completion**

Faculty Meeting Minutes & Email Communication

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

Anti-Bullying Committee members and Administration will monitor through a questionnaire.

**Person Responsible**

Julie Williams

**Schedule**

On 9/26/2014

***Evidence of Completion***

Questionnaire Results

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

Questionnaire results will be used to evaluate the effectiveness of implementation and adjustments will be made if necessary.

**Person Responsible**

Julie Williams


**Schedule**

On 10/10/2014


***Evidence of Completion***

Questionnaire Data Results

**G3.B3** Manner in which to communicate bullying prevention efforts to parents. 2

 B103614

**G3.B3.S1** School Newsletter 4

 S114839

**Strategy Rationale**

The school newsletter is published throughout the year and provided to every parent.

**Action Step 1** 5

The newsletter information will be submitted to the publisher.

**Person Responsible**

Julie Williams

**Schedule**

Quarterly, from 9/25/2014 to 5/29/2015

***Evidence of Completion***

Newsletter

**Plan to Monitor Fidelity of Implementation of G3.B3.S1** 6

A copy of the newsletters will be collected.

**Person Responsible**

Julie Williams

**Schedule**

Quarterly, from 10/6/2014 to 5/8/2015

***Evidence of Completion***

Newsletters

**Plan to Monitor Effectiveness of Implementation of G3.B3.S1** 7

Ongoing review of the content of the information printed in the newsletter

**Person Responsible**

Julie Williams


**Schedule**

Quarterly, from 10/6/2014 to 5/8/2015

**Evidence of Completion**

Newsletters

**G3.B3.S2 Teacher newsletter** 4

 S114840

**Strategy Rationale**

Teachers create and provide weekly newsletters to their parents.

**Action Step 1** 5

The newsletter information will be submitted to the teachers.

**Person Responsible**

Julie Williams

**Schedule**

Monthly, from 10/6/2014 to 5/8/2015

**Evidence of Completion**

**Plan to Monitor Fidelity of Implementation of G3.B3.S2** 6

A copy of the newsletters will be maintained in the Teacher Folder.

**Person Responsible**

Doreathe Cole

**Schedule**

Monthly, from 10/6/2014 to 5/8/2015

**Evidence of Completion**

Newsletters

**Plan to Monitor Effectiveness of Implementation of G3.B3.S2** 7

Ongoing review of the content of the information printed in the newsletter.

**Person Responsible**

Doreathe Cole

**Schedule**

Monthly, from 10/6/2014 to 5/8/2015

***Evidence of Completion***

Newsletters

**G3.B3.S3 School Website** 4

 S114841

**Strategy Rationale**

The school webmaster or designee will maintain a section on the website to provide anti-bullying information.

**Action Step 1** 5

The information will be submitted to the webmaster.

**Person Responsible**

Julie Williams

**Schedule**

Monthly, from 10/6/2014 to 5/8/2015

***Evidence of Completion***

Website

**Plan to Monitor Fidelity of Implementation of G3.B3.S3** 6

The submitted information will be saved and the website will be viewed for accuracy.

**Person Responsible**

Julie Williams

**Schedule**

Monthly, from 10/6/2014 to 5/8/2015

***Evidence of Completion***

Website

**Plan to Monitor Effectiveness of Implementation of G3.B3.S3** 7

Ongoing review of the content of the information uploaded to the website.

**Person Responsible**

Julie Williams

**Schedule**

Monthly, from 10/6/2014 to 5/8/2015

***Evidence of Completion***

Website



**G4.** The percentage of parent involvement will increase from 40% in 2013-14 to 50% for the 2014-15 School Year **1**

G042069

**G4.B1** Student population has grown to over 1,000 students which makes it difficult with limited parking. **2**

B102461

**G4.B1.S1** Whenever possible have two sessions of the event. **4**

S113686

### **Strategy Rationale**

By having two sessions (K-2nd, 3rd-5th), fewer parking spaces will be needed.

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

Identify those events that can be scheduled in two sessions or focused on specific grade levels.

#### **Person Responsible**

Doreathe Cole

#### **Schedule**

Quarterly, from 9/8/2014 to 5/29/2015

#### **Evidence of Completion**

Master Calendar

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

Survey the status of parking and collect sign-in sheets at the events to monitor the number of attendees.

#### **Person Responsible**

Julie Williams

#### **Schedule**

Monthly, from 9/8/2014 to 5/29/2015

#### **Evidence of Completion**

Sign-in Sheets

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

Parent attendance will be monitored throughout the year when events are held.

**Person Responsible**

Julie Williams


**Schedule**

Monthly, from 9/8/2014 to 5/29/2015


**Evidence of Completion**

Sign-in Sheets, Excel Record of the number of Attendees.

**G4.B2** Parents notifications/flyer don't always make it home. 2

 B102544

**G4.B2.S1** It is important that all parent's receive notification of events. 4

 S114290

**Strategy Rationale**

By receiving notification of events parents attendance will increase.

**Action Step 1** 5

School Messenger will be used to announce or remind parents of all school events.

**Person Responsible**

Doreathe Cole

**Schedule**

Monthly, from 9/8/2014 to 5/29/2015

**Evidence of Completion**

School Messenger Report

**Plan to Monitor Fidelity of Implementation of G4.B2.S1** 6

Master Calendar will be reviewed regularly to ensure that all events are included in the School Messenger announcements.

**Person Responsible**

Doreathe Cole

**Schedule**

Monthly, from 9/8/2014 to 5/29/2015

***Evidence of Completion***

Master Calendar & School Messenger Report

**Plan to Monitor Effectiveness of Implementation of G4.B2.S1** 7

Monitor the percentage of attendance of events.

**Person Responsible**

Doreathe Cole

**Schedule**

Monthly, from 9/8/2014 to 5/29/2015

***Evidence of Completion***

Excel Spreadsheet showing the percentage of attendance per event.

**G4.B4** Low attendance due to other community events being scheduled on the same evening. 2

B102546

**G4.B4.S1** Prior to scheduling events, check area schools' event calendar and the civic organizations' website for scheduled events. 4

S114352

### Strategy Rationale

By scheduling events when no other or limited events are occurring, it will ensure more parent support and a higher attendance percentage.

### Action Step 1 5

Local schools and civic organizations' event calendars will be reviewed.

#### Person Responsible

Doreathe Cole

#### Schedule

Monthly, from 9/8/2014 to 5/29/2015

#### Evidence of Completion

Calendar Dates of Events

### Plan to Monitor Fidelity of Implementation of G4.B4.S1 6

Community events will be monitored throughout the year to ensure there is no conflict with dates.

#### Person Responsible

Doreathe Cole

#### Schedule

Monthly, from 9/8/2014 to 5/29/2015

#### Evidence of Completion

**Plan to Monitor Effectiveness of Implementation of G4.B4.S1 7**

Attendance will be monitored throughout the year to compare the percentage of parent attendance.

**Person Responsible**

Doreathe Cole

**Schedule**

Monthly, from 9/8/2014 to 5/29/2015


**Evidence of Completion**

Attendance Report


**G5.** The percentage of students scoring proficient on the Reading Florida Standards Assessment (FSA) will be 78% are higher. 1

 G041005

**G5.B1** Budget to ensure the purchase of software programs. 2

 B099503

**G5.B1.S1** Identify the software programs that could be part of a district purchase. 4

 S110903

**Strategy Rationale**

This will potentially lower the cost since it will be a group (other schools) purchase as opposed to an individual school purchase.

**Action Step 1 5**

The cost will be compared to determine if a lower amount can be determined by a district purchase.

**Person Responsible**

Doreathe Cole

**Schedule**

On 9/26/2014

**Evidence of Completion**

**Plan to Monitor Fidelity of Implementation of G5.B1.S1** 6

The budget will be monitored weekly to ensure that funds are in place for the purchase.

**Person Responsible**

Doreathe Cole

**Schedule**

Weekly, from 8/28/2014 to 9/26/2014

***Evidence of Completion***

**Plan to Monitor Effectiveness of Implementation of G5.B1.S1** 7

Once the cost is verified, the funds will be allocated for purchase.

**Person Responsible**

Doreathe Cole

**Schedule**

On 9/26/2014

***Evidence of Completion***

Purchase Order will be processed.

**G5.B2** Time - to collaborate, plan, and develop common assessments for the new Florida Standards. 2

B099617

**G5.B2.S1** Common Planning time to collaborate and develop the assessments. 4

S110943

**Strategy Rationale**

With common assessments there will be consistency and an easier manner in which to progress monitor using the data reports.

**Action Step 1** 5

Wonderful Wednesday, which provides a day for collaborative planning, will be presented to the staff, SAC and School Board for approval.

**Person Responsible**

Doreathe Cole

**Schedule**

On 9/22/2014

**Evidence of Completion**

Waiver document signed and approved by the SAC and School Board.

**Plan to Monitor Fidelity of Implementation of G5.B2.S1** 6

Grade levels will submit documentation of collaboration regarding lesson planning (standards), development of assessments.

**Person Responsible**

Doreathe Cole

**Schedule**

Every 2 Months, from 10/6/2014 to 6/4/2015

**Evidence of Completion**

The documentation will be in the form of minutes, lesson plans and the assessments developed.

**Plan to Monitor Effectiveness of Implementation of G5.B2.S1** 7

Progress monitoring will be conducted throughout the year.

**Person Responsible**

Doreathe Cole


**Schedule**

Weekly, from 10/6/2014 to 6/4/2015


**Evidence of Completion**

Classroom Walkthrough form; Lesson Plans; Assessments; Data Sheets

**G5.B3 Computer Lab - scheduling of students since the STAR Block is at the same time school-wide.** 2

 B099618

**G5.B3.S1** A computer lab schedule will be developed to assign each grade level a day in the lab each week. 4

 S110960

**Strategy Rationale**

This will ensure that each grade level has an opportunity to use the lab.

**Action Step 1** 5

A computer schedule will be developed to ensure that each grade level has an opportunity to utilize the lab.

**Person Responsible**

Natalie Shaffer

**Schedule**

On 5/29/2015

**Evidence of Completion**

Computer Lab Schedule



**Plan to Monitor Fidelity of Implementation of G5.B3.S1** 6

Classroom Walk-throughs will include the computer lab.

**Person Responsible**

Natalie Shaffer

**Schedule**

Weekly, from 9/8/2014 to 5/29/2015

***Evidence of Completion***

Classroom Walk-through Form

**Plan to Monitor Effectiveness of Implementation of G5.B3.S1** 7

Meetings will be held to discuss the effectiveness of the schedule with the grade level chairs and administration.

**Person Responsible**

Natalie Shaffer

**Schedule**

On 9/15/2014

***Evidence of Completion***

Meeting discussion and observation of the computer lab usage.

**G6.** The percentage of students scoring proficient on the Math Florida Standards Assessment (FSA) will be 78% or higher. **1**

G039062

**G6.B1** Common Planning time to collaborate, plan and develop common assessments for the new Florida State Standards. **2**

B093969

**G6.B1.S1** Wonderful Wednesday, which provides a day for collaborative planning for each grade level.

**4**

S105030

### Strategy Rationale

A day of planning provides the time for collaboration, planning and creating common assessments.

### Action Step 1 **5**

Common Planning Time - Wonderful Wednesday

#### Person Responsible

Doreathe Cole

#### Schedule

Weekly, from 10/13/2014 to 6/5/2015

#### Evidence of Completion

Wonderful Wednesday Schedule

### Plan to Monitor Fidelity of Implementation of G6.B1.S1 **6**

Wonderful Wednesday, which provides a day for collaborative planning, will be presented to the staff, SAC and School Board for approval.

#### Person Responsible

Doreathe Cole

#### Schedule

Weekly, from 10/13/2014 to 6/5/2015

#### Evidence of Completion

Wonderful Wednesday Schedule

**Plan to Monitor Effectiveness of Implementation of G6.B1.S1** 7

Lesson Plans, Colloration Minutes and Classroom Walkthrough documentation will be reviewed.

**Person Responsible**

Doreathe Cole

**Schedule**


Monthly, from 10/13/2014 to 6/5/2015

**Evidence of Completion**


Lesson Plans, Colloration Minutes, Classroom Walkthrough, TEAM Evaluation documentation

**G6.B2** Lack of staff to offer additional instructional support for our struggling students in the area of Math.

2

 B101518

**G6.B2.S1** SAI funds will be used to hire a part-time instructor for small group instruction. 4

 S112772

**Strategy Rationale**

Instructional support needed for our students struggling in Math.

**Action Step 1** 5

Small group instruction will be provided by a part-time math instructor.

**Person Responsible**

Natalie Shaffer

**Schedule**

Weekly, from 10/6/2014 to 5/15/2015

**Evidence of Completion**

Data Sheet for progress monitoring.

**Plan to Monitor Fidelity of Implementation of G6.B2.S1** 6

Documentation Review: Data Sheet (all assessments); Classroom Walkthrough Documentation

**Person Responsible**

Natalie Shaffer

**Schedule**

Monthly, from 10/6/2014 to 5/29/2015

***Evidence of Completion***

Data Sheets; Report Card Grades; CWT Documentation

**Plan to Monitor Effectiveness of Implementation of G6.B2.S1** 7

Classroom Walkthroughs will be conducted and progress monitoring by reviewing student data.

**Person Responsible**

Natalie Shaffer


**Schedule**

Monthly, from 10/6/2014 to 5/29/2015

***Evidence of Completion***

Classroom Walkthrough Documentation

**G6.B3** ESE Inclusion Classrooms: Lack of collaborative planning time between ESE and Inclusion teachers. 2

 B101520

**G6.B3.S1** A planning day will be provided each semester for the Inclusion and ESE teacher. 4

 S112834

### **Strategy Rationale**

In order to meet the needs of our ESE students, effective planning must take place.

### **Action Step 1** 5

A planning day for the Inclusion and ESE Teachers.

#### **Person Responsible**

Julie Williams

#### **Schedule**

Semiannually, from 10/6/2014 to 3/6/2015

#### **Evidence of Completion**

Lesson Plans and Progress Monitoring Data Form

### **Plan to Monitor Fidelity of Implementation of G6.B3.S1** 6

Progress Monitoring Plan - Data Forms, Classroom Walkthroughs and Lesson Plans

#### **Person Responsible**

Doreathe Cole

#### **Schedule**

Every 6 Weeks, from 10/13/2014 to 5/29/2015

#### **Evidence of Completion**

Data Forms, Classroom Walkthrough Forms, and Lesson Plans

**Plan to Monitor Effectiveness of Implementation of G6.B3.S1 7**

Classroom Walkthroughs will be conducted, Lesson Plans & Assessment Data reviewed.

**Person Responsible**

**Schedule**

Monthly, from 10/6/2014 to 5/29/2015


**Evidence of Completion**

Classroom Walkthrough Documentation, Lesson Plans, and Data Sheet


**G7.** The percentage of students scoring proficient on the 2014 Science FCAT 2.0 will increase from 61% achieved in 2014 to 63% for 2015. 1

 G039079

**G7.B1** Science Enrichment rotation schedule is every eighth day. 2

 B093990

**G7.B1.S1** Wonderful Wednesday schedule will provide a day of planning. 4

 S105051

**Strategy Rationale**

With a day of planning, additional time is provided for researching lessons that have proven to be effective in providing hands-on activities.

**Action Step 1 5**

Wonderful Wednesday will be implemented to provide a day of planning.

**Person Responsible**

Doreathe Cole

**Schedule**

On 5/29/2015

**Evidence of Completion**

Wonderful Wednesday Schedule & Classroom Walkthrough Documentation

**Plan to Monitor Fidelity of Implementation of G7.B1.S1** 6

Classroom Walkthroughs will be conducted and a review of Lesson Plans.

**Person Responsible**

Julie Williams

**Schedule**

Monthly, from 10/20/2014 to 5/29/2015

***Evidence of Completion***

Classroom Walkthrough Documentation & Lesson Plans

**Plan to Monitor Effectiveness of Implementation of G7.B1.S1** 7

Data Forms - Science Assessment Scores as well as FCAT 2.0 Assessment Data

**Person Responsible**

Julie Williams


**Schedule**

Every 2 Months, from 10/20/2014 to 5/29/2015

***Evidence of Completion***

Classroom Grades & FCAT 2.0 Report

**G7.B2** Effectively Integrating STEM activities as part of the Science and Technology instruction. 2

 B101888

**G7.B2.S1** Implementation of STEM activities. 4

 S113197

**Strategy Rationale**

By implementing STEM activities we can ensure that we continue to challenge our students to excel.


**Action Step 1** 5

**Person Responsible**

**Schedule**

***Evidence of Completion***

**G7.B3** Collaborative time to plan and identify effective strategies in providing science instruction in the classroom. 2

 B101887

**G7.B3.S1** Time - Team Collaboration 4

 S113206

**Strategy Rationale**

Collaboration time provides the opportunity for effective planning and to ensure that effective strategies and activities are implemented.

**Action Step 1** 5

Wonderful Wednesday will be implemented.

**Person Responsible**

Julie Williams

**Schedule**

Every 6 Weeks, from 10/13/2014 to 5/29/2015

***Evidence of Completion***

Wonderful Wednesday Schedule, Classroom Walkthrough Documentation & Lesson Plans



**Plan to Monitor Fidelity of Implementation of G7.B3.S1** 6

Classroom Walkthroughs, Lesson Plans reviewed, TEAM Evaluation.

**Person Responsible**

Julie Williams

**Schedule**

Every 6 Weeks, from 10/20/2014 to 5/29/2015

**Evidence of Completion**

Classroom Walkthrough & TEAM Evaluation Documentation; Lesson Plans

**Plan to Monitor Effectiveness of Implementation of G7.B3.S1** 7

Progress Monitoring - Review CWT Documentation, Assessment Grades, Meet with Enrichment Team

**Person Responsible**

Julie Williams

**Schedule**

Every 6 Weeks, from 10/20/2014 to 5/29/2015

**Evidence of Completion**

Documentation - CWT Form, Lesson Plans, Grades, Meeting Minutes.

**G8.** The Average Daily Attendance will increase from 95.80% for 2013-14 to 96.80% for 2014-15 school year.

1

G039081

**G8.B1** District reports only report average daily attendance at the end of the year.

2

B093992

**G8.B1.S1** District report showing number of absences at the end of each nine weeks will be reviewed.

4

S105053

### Strategy Rationale

By reviewing the District Absence Report, daily attendance percentage can be calculated and monitored.

### Action Step 1

5

Attendance report will be monitored to identify any students with excessive absences and tardys.

#### Person Responsible

Doreathe Cole

#### Schedule

Monthly, from 10/6/2014 to 6/4/2015

#### Evidence of Completion

Attendance Report - Absentees and Tardys

### Plan to Monitor Fidelity of Implementation of G8.B1.S1

6

Progress monitor the number of absentees and tardys.

#### Person Responsible

Doreathe Cole

#### Schedule

Monthly, from 10/20/2014 to 6/4/2015

#### Evidence of Completion

District Report

**Plan to Monitor Effectiveness of Implementation of G8.B1.S1** 7

At the end of each nine weeks, compare the 2013-14 report to the 2014-15 report.

**Person Responsible**

Doreathe Cole


**Schedule**

Quarterly, from 10/27/2014 to 6/5/2015

**Evidence of Completion**

District Reports

**G8.B2** School absence & tardy reports are randomly printed by the Data Clerk 2

 B102079

**G8.B2.S1** A schedule will be developed for printing the school level attendance report. 4

 S113266

**Strategy Rationale**

By developing a schedule, the Data Clerk will know when to print out the report to allow for ongoing monitoring more frequently.

**Action Step 1** 5

An attendance report will be printed for review.

**Person Responsible**

Doreathe Cole

**Schedule**

Monthly, from 9/22/2014 to 6/5/2015

**Evidence of Completion**

Attendance Report

**Plan to Monitor Fidelity of Implementation of G8.B2.S1 6**

Students with excessive absences and tardies will be identified for referral to Guidance.

**Person Responsible**

Doreathe Cole

**Schedule**

Monthly, from 9/22/2014 to 6/5/2015

**Evidence of Completion**

Attendance Report

**Plan to Monitor Effectiveness of Implementation of G8.B2.S1 7**

A spreadsheet will be updated showing the dates report was pulled and the number absences and tardies recorded for each student identified.

**Person Responsible**

Doreathe Cole

**Schedule**

Monthly, from 9/22/2014 to 6/5/2015

**Evidence of Completion**

Data Report

**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
G6.B1.S1.A1	Common Planning Time - Wonderful Wednesday	Cole, Doreathe	10/13/2014	Wonderful Wednesday Schedule	6/5/2015 weekly
G7.B1.S1.A1	Wonderful Wednesday will be implemented to provide a day of planning.	Cole, Doreathe	10/13/2014	Wonderful Wednesday Schedule & Classroom Walkthrough Documentation	5/29/2015 one-time
G8.B1.S1.A1	Attendance report will be monitored to identify any students with excessive absences and tardys.	Cole, Doreathe	10/6/2014	Attendance Report - Absentees and Tardys	6/4/2015 monthly
G5.B1.S1.A1	The cost will be compared to determine if a lower amount can be determined by a district purchase.	Cole, Doreathe	9/2/2014		9/26/2014 one-time
G5.B2.S1.A1	Wonderful Wednesday, which provides a day for collaborative planning, will be presented to the staff, SAC and School Board for approval.	Cole, Doreathe	8/12/2014	Waiver document signed and approved by the SAC and School Board.	9/22/2014 one-time

**Lake - 0068 - Grassy Lake Elementary School - 2014-15 SIP**  
*Grassy Lake Elementary School*

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/End Date
G5.B3.S1.A1	A computer schedule will be developed to ensure that each grade level has an opportunity to utilize the lab.	Shaffer, Natalie	9/8/2014	Computer Lab Schedule	5/29/2015 one-time
G6.B2.S1.A1	Small group instruction will be provided by a part-time math instructor.	Shaffer, Natalie	10/6/2014	Data Sheet for progress monitoring.	5/15/2015 weekly
G6.B3.S1.A1	A planning day for the Inclusion and ESE Teachers.	Williams, Julie	10/6/2014	Lesson Plans and Progress Monitoring Data Form	3/6/2015 semiannually
G7.B2.S1.A1	[no content entered]			one-time	
G7.B3.S1.A1	Wonderful Wednesday will be implemented.	Williams, Julie	10/13/2014	Wonderful Wednesday Schedule, Classroom Walkthrough Documentation & Lesson Plans	5/29/2015 every-6-weeks
G8.B2.S1.A1	An attendance report will be printed for review.	Cole, Doreathe	9/22/2014	Attendance Report	6/5/2015 monthly
G4.B1.S1.A1	Identify those events that can be scheduled in two sessions or focused on specific grade levels.	Cole, Doreathe	9/8/2014	Master Calendar	5/29/2015 quarterly
G4.B2.S1.A1	School Messenger will be used to announce or remind parents of all school events.	Cole, Doreathe	9/8/2014	School Messenger Report	5/29/2015 monthly
G4.B4.S1.A1	Local schools and civic organizations' event calendars will be reviewed.	Cole, Doreathe	9/8/2014	Calendar Dates of Events	5/29/2015 monthly
G3.B2.S1.A1	Collaboration between the leadership team and anti-bullying committee.	Williams, Julie	9/8/2014	Faculty Meeting Minutes & Email Communication	9/15/2014 one-time
G3.B3.S1.A1	The newsletter information will be submitted to the publisher.	Williams, Julie	9/25/2014	Newsletter	5/29/2015 quarterly
G3.B3.S2.A1	The newsletter information will be submitted to the teachers.	Williams, Julie	10/6/2014		5/8/2015 monthly
G3.B3.S3.A1	The information will be submitted to the webmaster.	Williams, Julie	10/6/2014	Website	5/8/2015 monthly
G2.B1.S1.A1	Staff will be selected and assigned to monitor the campus.	Cole, Doreathe	9/8/2014	Schedule of area assignments.	10/10/2014 daily
G2.B2.S1.A1	Each evening, radios are placed on their chargers to ensure they are fully charged for the next day.	Williams, Julie	9/3/2014	Radios fully charged.	6/4/2015 daily
G2.B3.S1.A1	The powerpoint will be emailed to the teachers and uploaded to the Share drive.	Williams, Julie	9/4/2014	Powerpoint	9/4/2014 one-time
G1.B1.S1.A1	The district office IT Department will be contacted regarding the refresh schedule for computers.	Cole, Doreathe	9/16/2014	Calendar of Schedule Refresh Date	9/16/2014 one-time
G1.B1.S2.A1	The computer teacher will secure a place for broken computers.	Shaffer, Natalie	9/8/2014	Computer Storage	5/29/2015 monthly
G1.B2.S1.A1	A master schedule will be created and made available to grade levels to sign up to use the computer lab.	Shaffer, Natalie	9/8/2014	Schedule	6/4/2015 monthly
G1.MA1	Work orders indicating computer problems showing repairs completed.	Shaffer, Natalie	9/8/2014	Work Order Log	5/29/2015 semiannually
G1.B1.S1.MA1	Calendar updates will be verified to ensure any changes in the schedule have been noted.	Cole, Doreathe	9/16/2014	Calendar - Date of Refresh	5/29/2015 semiannually
G1.B1.S1.MA1	Communication with the IT Department will be ongoing to ensure the refresh is still on schedule.	Cole, Doreathe	9/16/2014	Calendar of Refresh Date	5/29/2015 quarterly
G1.B2.S1.MA1	During Team Leader meetings, computer lab usage will be an agenda item.	Cole, Doreathe	10/6/2014	Agenda & Minutes	6/4/2015 quarterly

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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.B2.S1.MA1	Walkthroughs will be conducted to ensure that the schedule is being adhered to.	Shaffer, Natalie	9/8/2014	Schedule	6/4/2015 biweekly
G1.B1.S2.MA1	The number of non-working computers should decrease.	Shaffer, Natalie	9/8/2014	Log of Working Computers versus Non-Working Computers	5/29/2015 quarterly
G1.B1.S2.MA1	As computers break, the parts will be harvested to be used to repair other computers whenever possible.	Shaffer, Natalie	9/8/2014	Computers Repaired.	5/29/2015 monthly
G2.MA1	District approval of Safe School plan.	Williams, Julie	9/8/2014	School Safety District Forms	6/5/2015 monthly
G2.B1.S1.MA1	By ensuring that areas are covered throughout the day through radio contact.	Williams, Julie	9/8/2014	Radio Communication - Schedule of Coverage	10/10/2014 daily
G2.B1.S1.MA1	As assigned areas are covered, all clear will be communicated through the radio system.	Williams, Julie	9/8/2014	Radio Communication	10/10/2014 daily
G2.B2.S1.MA1	By making sure that throughout the day, radios are available for those on duty.	Williams, Julie	9/3/2014	Radio communication	6/4/2015 daily
G2.B2.S1.MA1	Prior to leaving each radio will be checked to ensure that it is charging.	Williams, Julie	9/3/2014	Radios in their base charging.	6/4/2015 daily
G2.B3.S1.MA1	Discipline documentation will be monitored.	Williams, Julie	9/8/2014	Discipline Forms	6/4/2015 monthly
G2.B3.S1.MA1	Discipline procedures and infractions will be reviewed.	Williams, Julie	9/8/2014	Infraction Sheets and Discipline Forms	6/4/2015 one-time
G3.MA1	Though the Behavior Support System, as procedures are followed for discipline and infractions, the forms will be collected and reviewed.	Williams, Julie	10/6/2014	The Behavior Support System Data Report	5/29/2015 one-time
G3.B2.S1.MA1	Questionnaire results will be used to evaluate the effectiveness of implementation and adjustments will be made if necessary.	Williams, Julie	10/6/2014	Questionnaire Data Results	10/10/2014 one-time
G3.B2.S1.MA1	Anti-Bullying Committee members and Administration will monitor through a questionnaire.	Williams, Julie	9/15/2014	Questionnaire Results	9/26/2014 one-time
G3.B3.S1.MA1	Ongoing review of the content of the information printed in the newsletter	Williams, Julie	10/6/2014	Newsletters	5/8/2015 quarterly
G3.B3.S1.MA1	A copy of the newsletters will be collected.	Williams, Julie	10/6/2014	Newsletters	5/8/2015 quarterly
G3.B3.S2.MA1	Ongoing review of the content of the information printed in the newsletter.	Cole, Doreathe	10/6/2014	Newsletters	5/8/2015 monthly
G3.B3.S2.MA1	A copy of the newsletters will be maintained in the Teacher Folder.	Cole, Doreathe	10/6/2014	Newsletters	5/8/2015 monthly
G3.B3.S3.MA1	Ongoing review of the content of the information uploaded to the website.	Williams, Julie	10/6/2014	Website	5/8/2015 monthly
G3.B3.S3.MA1	The submitted information will be saved and the website will be viewed for accuracy.	Williams, Julie	10/6/2014	Website	5/8/2015 monthly
G4.MA1	Attendance percentage from each event will be recorded throughout the year.	Cole, Doreathe	Attendance Report	one-time	
G4.B1.S1.MA1	Parent attendance will be monitored throughout the year when events are held.	Williams, Julie	9/8/2014	Sign-in Sheets, Excel Record of the number of Attendees.	5/29/2015 monthly
G4.B1.S1.MA1	Survey the status of parking and collect sign-in sheets at the events to monitor the number of attendees.	Williams, Julie	9/8/2014	Sign-in Sheets	5/29/2015 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
G4.B2.S1.MA1	Monitor the percentage of attendance of events.	Cole, Doreathe	9/8/2014	Excel Spreadsheet showing the percentage of attendance per event.	5/29/2015 monthly
G4.B2.S1.MA1	Master Calendar will be reviewed regularly to ensure that all events are included in the School Messenger announcements.	Cole, Doreathe	9/8/2014	Master Calendar & School Messenger Report	5/29/2015 monthly
G4.B4.S1.MA1	Attendance will be monitored throughout the year to compare the percentage of parent attendance.	Cole, Doreathe	9/8/2014	Attendance Report	5/29/2015 monthly
G4.B4.S1.MA1	Community events will be monitored throughout the year to ensure there is no conflict with dates.	Cole, Doreathe	9/8/2014		5/29/2015 monthly
G5.MA1	Data Sources: FAIR; Accelerated Reading; iStation; Moby Max; Grade; Star Reading; District Assessments.	Cole, Doreathe	9/8/2014	Data Reports	5/29/2015 monthly
G5.B1.S1.MA1	Once the cost is verified, the funds will be allocated for purchase.	Cole, Doreathe	9/26/2014	Purchase Order will be processed.	9/26/2014 one-time
G5.B1.S1.MA1	The budget will be monitored weekly to ensure that funds are in place for the purchase.	Cole, Doreathe	8/28/2014		9/26/2014 weekly
G5.B2.S1.MA1	Progress monitoring will be conducted throughout the year.	Cole, Doreathe	10/6/2014	Classroom Walkthrough form; Lesson Plans; Assessments; Data Sheets	6/4/2015 weekly
G5.B2.S1.MA1	Grade levels will submit documentation of collaboration regarding lesson planning (standards), development of assessments.	Cole, Doreathe	10/6/2014	The documentation will be in the form of minutes, lesson plans and the assessments developed.	6/4/2015 every-2-months
G5.B3.S1.MA1	Meetings will be held to discuss the effectiveness of the schedule with the grade level chairs and administration.	Shaffer, Natalie	9/8/2014	Meeting discussion and observation of the computer lab usage.	9/15/2014 one-time
G5.B3.S1.MA1	Classroom Walk-throughs will include the computer lab.	Shaffer, Natalie	9/8/2014	Classroom Walk-through Form	5/29/2015 weekly
G6.MA1	Classroom Walkthrough, Data Forms, TEAM Evaluation Documentation	Cole, Doreathe	9/8/2014	Progress Monitoring Plan - DATA Forms & CWT and TEAM Evaluation Documentation	6/5/2015 monthly
G6.B1.S1.MA1	Lesson Plans, Collaboration Minutes and Classroom Walkthrough documentation will be reviewed.	Cole, Doreathe	10/13/2014	Lesson Plans, Collaboration Minutes, Classroom Walkthrough, TEAM Evaluation documentation	6/5/2015 monthly
G6.B1.S1.MA1	Wonderful Wednesday, which provides a day for collaborative planning, will be presented to the staff, SAC and School Board for approval.	Cole, Doreathe	10/13/2014	Wonderful Wednesday Schedule	6/5/2015 weekly
G6.B2.S1.MA1	Classroom Walkthroughs will be conducted and progress monitoring by reviewing student data.	Shaffer, Natalie	10/6/2014	Classroom Walkthrough Documentation	5/29/2015 monthly
G6.B2.S1.MA1	Documentation Review: Data Sheet (all assessments); Classroom Walkthrough Documentation	Shaffer, Natalie	10/6/2014	Data Sheets; Report Card Grades; CWT Documentation	5/29/2015 monthly
G6.B3.S1.MA1	Classroom Walkthroughs will be conducted, Lesson Plans & Assessment Data reviewed.		10/6/2014	Classroom Walkthrough Documentation, Lesson Plans, and Data Sheet	5/29/2015 monthly
G6.B3.S1.MA1	Progress Monitoring Plan - Data Forms, Classroom Walkthroughs and Lesson Plans	Cole, Doreathe	10/13/2014	Data Forms, Classroom Walkthrough Forms, and Lesson Plans	5/29/2015 every-6-weeks
G7.MA1	Data - CWT - Science Assessments - TEAM Evaluation		10/20/2014	Data Sheets - Assessments Scores - Quizzes & Unit Exams	5/29/2015 every-6-weeks
G7.B1.S1.MA1	Data Forms - Science Assessment Scores as well as FCAT 2.0 Assessment Data	Williams, Julie	10/20/2014	Classroom Grades & FCAT 2.0 Report	5/29/2015 every-2-months

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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
G7.B1.S1.MA1	Classroom Walkthroughs will be conducted and a review of Lesson Plans.	Williams, Julie	10/20/2014	Classroom Walkthrough Documentation & Lesson Plans	5/29/2015 monthly
G7.B3.S1.MA1	Progress Monitoring - Review CWT Documentation, Assessment Grades, Meet with Enrichment Team	Williams, Julie	10/20/2014	Documentation - CWT Form, Lesson Plans, Grades, Meeting Minutes.	5/29/2015 every-6-weeks
G7.B3.S1.MA1	Classroom Walkthroughs, Lesson Plans reviewed, TEAM Evaluation.	Williams, Julie	10/20/2014	Classroom Walkthrough & TEAM Evaluation Documentation; Lesson Plans	5/29/2015 every-6-weeks
G8.MA1	Attendance will be monitored for progress by comparing 2013-14 data to 2014-15 data.		9/29/2014	2014-15 District End of the Year Report	6/5/2015 quarterly
G8.B1.S1.MA1	At the end of each nine weeks, compare the 2013-14 report to the 2014-15 report.	Cole, Doreathe	10/27/2014	District Reports	6/5/2015 quarterly
G8.B1.S1.MA1	Progress monitor the number of absentees and tardys.	Cole, Doreathe	10/20/2014	District Report	6/4/2015 monthly
G8.B2.S1.MA1	A spreadsheet will be updated showing the dates report was pulled and the number absences and tardies recorded for each student identified.	Cole, Doreathe	9/22/2014	Data Report	6/5/2015 monthly
G8.B2.S1.MA1	Students with excessive absences and tardies will be identified for referral to Guidance.	Cole, Doreathe	9/22/2014	Attendance Report	6/5/2015 monthly

## 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.*