

Somerset Oaks Academy



2014-15 School Improvement Plan

Somerset Oaks Academy

1000 OLD DIXIE HWY, Homestead, FL 33030

[no web address on file]

School Demographics

School Type

Elementary

Title I

No

Free/Reduced Price Lunch

%

Alternative/ESE Center

No

Charter School

Yes

Minority

%

School Grades History

Year

Grade

School Board Approval

This plan is pending approval by the Dade 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	5	Gayle Sitter
Former F	Turnaround Status	
No		

Part I: Current School Status

Supportive Environment

School Mission and Vision

Provide the school's mission statement

The mission of Somerset Oaks Academy is to foster the development of responsible, self-directed, life-long learners by maximizing student achievement in a safe and enriching environment.

Provide the school's vision statement

Somerset Oaks Academy will provide a rigorous academic curriculum in a nurturing environment by setting high expectations for both students and teachers. The School will meet and exceed high standards of student achievement by delivering a rigorous school curriculum, where emphasis is given to personalization in student mastery of the State Standards. The school will supplement and enhance instructions through high-quality curricular and extra-curricular programs. The school will provide ample opportunities for students, families, and the community to be active educational partners in education. The school will continuously monitor, evaluate, and improve curriculum to achieve continuous student improvement year to year.

School Environment

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

All stakeholders at Somerset Oaks Academy are encouraged to build relationships through daily activities in the classroom and as a school. Teachers are encouraged to constantly communicate with students and parents to not only promote success, but also meet all students needs. Through a student-driven approach to learning, teachers differentiate instruction to meet individual needs. Parents are encouraged to participate in school wide events and be involved in school-wide decision making processes to meet school wide academic goals.

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

Students feel safe at Somerset Oaks Academy. Through a zero tolerant approach to behavior, students understand that the school will take appropriate action to keep all students safe. The school will utilize the use School's Code of Conduct as well as promote parent involvement to promote a safe and secure learning environment. Expectations will be clearly communicated and documented throughout the school year.

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

Every teacher at Somerset Oaks Academy is expected to utilize a behavior management plan as well as communicate classroom expectations to all Stakeholders. Through progressive discipline, teachers will utilize the Code of Conduct to address student behavior and redirect when necessary. All parent, student and teacher communications will be documented. Parents are encouraged to familiarize themselves with the MDCPS Student Code of Conduct. We require that students and parents sign and return the Acknowledgment of Receipt and Review of the Student Code of Conduct.

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

The school ensures that social- emotional needs of all students are being met, through the use of character development education. Teachers provide support and mentoring in the classroom as well as identifying behaviors that may need to be addressed at a deeper level. The school also keeps constant communication among the key stakeholders which include the student, teacher, parents and administration. When needed RTI/B is implemented and data collected is monitored. Somerset Academy Inc. will provide a counselor when intervention is needed beyond what the school can provide.

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 school's early warning system consists of constant communication between all stakeholders. Stakeholder's may include the general education teacher, the parents, and administration. All cases are dealt with on an individual basis and a plan is developed to meet the individual student's needs. The plan may involve one or more of the following:

*Truancy: Truancy is tracked and monitored through electronic gradebook. Truancy is communicated through the electronic grade book, ConnectEd, interim reports, report cards, and parent-teacher conferences. A truancy committee will work with the parent/student and implement district guidelines to address concerns.

*Behavior: The school will implement the MDCPS Code of Conduct to monitor and address student behaviors accordingly. Teachers will incorporate a behavior management in their class, as well as communicate behaviors through parent conferences, telephone conferences, detentions, referrals and suspensions. In the event that further intervention is needed a Functional Assessment of Behavior/Behavior Intervention Plan will be developed and implemented to address concerns.

*Academic Performance: The MTSS team will provide the school with the proper framework for effective MTSS. The framework will be aligned with the policies and procedures of the district, the school and the classroom. The team will meet frequently to discuss data derived from State Assessments, district assessments, unit tests and data from ongoing interventions to discuss the problem solving process and support planning, implementing, and evaluating effectiveness of services. The school will continuously communicate outcomes with stakeholders and celebrate successes frequently.

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
	K	1	2	
Attendance below 90 percent	2	6	2	10
One or more suspensions	0	0	0	
Course failure in ELA or Math	0	1	2	3
Level 1 on statewide assessment	0	0	0	

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

Indicator	Grade Level			Total
	K	1	2	
Students exhibiting two or more indicators	2	7	4	13

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

The second level of support consists of supplemental instruction and interventions provided in addition to the students 90 minute reading block. Intervention is aligned with the implementation of an effective core instruction and behavioral supports to groups of targeted students who need additional instructional and/or behavioral support. Tier 2 problem solving meetings occur monthly to:

1. Review data for intervention groups to evaluate group and individual student response.
2. Support interventions where there is not an overall positive group response.
3. Select students utilizing SST guidelines, for SST Tier 3 intervention.

The school improvement plan (SIP) summarizes the school’s academic and behavioral goals for the year and describes the school’s plan to meet those goals. The specific supports and actions needed implement the SIP strategies are closely examined, planned, and monitored the implementation and effectiveness of the intervention provided to all Tier 2 & Tier 3 students. Tier 2 & Tier 3 supports are provided to students who have not met proficiency or who are at risk of not meeting proficiency.

The intervention strategies employed by the school to improve the academic performance of students identified by the early warning system include before school tutoring, teacher led interventions utilizing McGraw Hill: WonderWorks, meetings to discuss student progress, computer based programs (iReady), response to intervention, and Functional Assessment of Behavior/Behavior Intervention Plan.

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

The school holds Quarterly EESAC meetings, where parents will learn important information regarding the school's academic and extracurricular initiatives. We also send home a Year At A Glance Calendar, informing parents of our yearly events so that they can plan accordingly to attend and volunteer as well as a monthly calendar. We promote parent participation by requiring a minimum of 30 volunteer hours per family per school year. We are in constant communication with our parents through teacher websites and our school wide web page.

Most importantly, the school will promote parent involvement in the academic program by conducting parent nights through out the school year to inform and prepare parents for the implementation of the Florida Standards and the Florida Standards Assessment in the spring.

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

Somerset Oaks Academy prides itself in working closely with their community. This year they will work with Ms. Fairchaugh, Homestead's Education Committee Chairperson, to participate in more events in the community of Homestead. She will be invited, as well as other community members, to participate in school wide events to promote growth in 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
Suarez, Idalia	Principal
Gomez, Marcelo	Assistant Principal
Rodriguez, Laura	Teacher, ESE
Cruz, Ximena	Instructional Coach
Keime, Natalie	Teacher, K-12
Ochoa, Yadira	Teacher, K-12

Duties

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

The School Leadership Team has many roles and responsibilities to ensure the proper functioning of the school. These roles and responsibilities include the following:

*Idalia M. Suarez, Principal Oversees the overall functioning of the school concerning personnel, facilities, academics, activities, and budget. Principal will evaluate the effectiveness of the leadership team and staff by conducting walkthroughs, observations and data chats. Principal will conduct weekly leadership team meetings to discuss data, curriculum and concerns across all grade levels and content areas.

Marcelo Gomez, Lead Teacher will support the principal in areas concerning personnel, facilities, academic, activities and budget. Together with the principal, the lead teacher will evaluate the effectiveness of the school's academic program through walkthroughs, weekly monitoring of lesson plans, teacher professionalism, communication and Teacher Observations

*Ximena Cruz and Yadira Ochoa, Curriculum coaches will support the principal and lead teachers in areas concerning curriculum and it's implementation school wide. They will provide professional development and PLC opportunities. They will support core instruction, implementation of intervention and modeling best practices to ensure students meet Florida State Standards. The curriculum coaches will also analyze data and conduct grade level data chats to develop data based instructions strategies throughout the academic school year. The coaches will also monitor the effectiveness of the school's program through frequent walkthroughs and will provide feedback as needed.

By implementing these responsibilities the school's leaders create and foster a positive school culture that is welcoming and promotes student success.

Natalie Keime and Yadira Ochoa, as grade level chairpersons, provide immediate support within their grade levels and support the implementation of the school's academic program. They provide feedback and support to the leadership team to assist teachers by sharing best practices and resources.

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 leadership team consists key teachers from various grades and subjects. The team meets monthly to discuss most recent data generated by FAIR, Interim assessments, Progress monitoring tools, and computer based program reports. During these leadership meeting based on the most recent data, resources are discussed and decisions are made at to which resources should be purchased and how they will be used. A property inventory log is used to determine what resource are available and what resources need to be purchased. The team determine the most effective use of the resources.

School Advisory Council (SAC)

Membership

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

Name	Stakeholder Group
Idalia Suarez	Principal
Kristina Hamaty	Teacher
Yadira Ochoa	Teacher
Natalie Keime	Teacher
Marlene Saint Cloud	Teacher
Ximena Cruz	Teacher
Martha Gray	Education Support Employee
Kathy Whalen	Parent
Kelly Otero	Parent
Carmen Edwards	Parent
Tatiana Segovia	Parent
Rachel Mayers	Parent
Ruth Castellanos	Parent
Johanna Oris	Student
Tony Garcia	Business/Community
Marcelo Gomez	Teacher

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 August 27, 2014 EESAC meeting, as reflected in the minutes, the committee reviewed available data and existing SIP to establish goals for the 2014-2015 school year. The committee analyzed data to determine the effectiveness of the schools program and provided constructive feedback on proposed goals and strategies for the development of the 2014-2015 School Improvement Plan.

Development of this school improvement plan

The EESAC committee assist the leadership team with the development of the School Improvement Plan during the August 27, 2014 EESAC meeting, as reflected in the minutes. Through collaborative process, Stakeholders analyzed existing data reports to better develop goals and strategies. The committee will be responsible to review and evaluate the implementation and effectiveness of the SIP during every EESAC meeting. The EESAC will help prioritize student student needs and recommend strategies to help improve those areas of need.

Preparation of the school's annual budget and plan

During the EESAC Meetings, the committee reviews the SIP to identify resources and materials to meet objectives and goals noted in the SIP for the 2014-2015 school year. The ESSAC committee allocated a total of \$1,475.00 for resources, PD and parent workshops listed below:

*FSA & LAFS Reading and Writing Workshop \$400.00

*FSA Parent Academy\$500.00

*Purchase of iReady and tutoring materials for Tier 3 Intervention \$995

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

Copies of the Student Code of Conduct provided to all parents during the Parent Orientation will cost about \$50.00. Science Fair resource guides and materials provided to all parents for a successful completion of the required Science Fair project will cost about \$75.00. Substitute fees to cover teacher during a professional development of the implantation of the new reading series will cost about \$210.00. Copies, agendas and flyers needed for informational parent nights, events and meetings will cost about \$500.00

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
Suarez, Idalia	Principal
Cruz, Ximena	Instructional Coach
Gomez, Marcelo	Assistant Principal
Rodriguez, Laura	Teacher, ESE
Keime, Natalie	Teacher, K-12

Duties

Describe how the LLT promotes literacy within the school

A key factor to an individual school's success is building leadership. The principal sets the tone as the school's instructional leader, reinforcing the positive and convincing the students, parents and teachers that all children can learn and improve academically. In essence, the school principal has the potential to have a great impact on student learning through his or her support of teachers and coaches. In order for principals to become instructional leaders, it is imperative that they understand

the literacy challenges of the populations of students whom they serve. The reading/literacy coach is vital in the process of providing job embedded professional development at the school level. To describe the process for monitoring reading instruction at the school level, including the role of the principal and the reading coach, please address the following:

- The purpose of the Reading Leadership Team is to create capacity of reading knowledge within the school building and focus on areas of literacy concern across the school. The principal, reading coach, mentor reading teachers, content area teachers, and other principal appointees should serve on this team, which should meet at least once a month. What process will the principal use to form and maintain a Reading Leadership Team? Include the role of the principal and coach on the Reading Leadership team and how the principal will promote the Reading Leadership Team as an integral part of the school literacy process to build a culture of reading throughout the school.
- The principal selects team members for the Reading Leadership Team (RLT) based on a cross section of the faculty and administrative team that represents highly qualified professionals who are interested in serving to improve literacy instruction across the curriculum. The reading coach must be a member of the Reading Leadership Team. The team will meet monthly throughout the school year. School Reading Leadership Teams may choose to meet more often.
- Additionally, the principal may expand the RLT by encouraging personnel from various sources such as District and Regional support staff to join. The RLT maintains a connection to the school's Response to Intervention process by using the Rtl problem solving approach to ensure that a multi-tiered system of reading support is present and effective. order for the Literacy Leadership Team to promote literacy within the school, it is imperative they have a full understanding of the latest research and trends impacting reading, writing, language arts, and communication skills. The literacy team must be aware of the components of the K-12 Comprehensive Research-Based Reading Plan(K-12 CRRP). The Literacy Team will then share this knowledge with the staff, not limited to Language Arts teachers, but cross curricular so that literacy is not taught in isolation, but infused in all subject areas. The Literacy Team will hold various professional development opportunities to instruct teachers on how to effectively plan for instruction using the Language Arts Florida Standards, Item Specs and District Pacing Guides. The school will implement McGraw Hill as the core curriculum for reading and language arts instruction. The use of a reading diagnostic (STAR) allows teachers to measure students reading grade equivalence to target instruction and develop appropriate Differentiated Instruction Groups. The STAR Diagnostic Assessment will also provide data to start students on the Accelerated Reader program which is implemented school wide from Kinder to 5th grade. The Accelerated Reader program helps foster the love of reading and motivates students to want to read. Also, the school uses Reading Plus, Reading Eggs and MyOn Reader. The students are offered various incentives based on their goal making performance within the computer based programs offered at the school. The school implements data driven instruction based on data gathered from the FAIR, District provided Interim Assessments, weekly teacher made tests and reports pulled from our computer based resources. The LLT collects, analyzes and desegregates data, ongoing, throughout the school year. The teachers use this data provided to guide instruction.

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

Somerset Oaks Academy's strategy to encourage positive working relationship between teachers not only include collaborative planning within grade level on a weekly basis, but also grade level PLC's to look at data and discuss curriculum and pacing guides and their effectiveness. Professional development opportunities through school sponsored PLC and workshops to drive instruction based on the new Florida Standards.

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

Somerset Oaks Academy's strategy to recruit and retain highly qualified staff. Somerset Academy Inc. conducts a yearly Job Fair to recruit highly qualified teachers. Curriculum Coaches will provide support to help all teachers implement the strategies outlined in the School Improvement Plan. Professional development opportunities will be granted to help teachers develop their teaching strategies to meet the expectations outlined in the plan.

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

Newly hired teachers will be paired with an experienced teacher to provide support for planning and to evaluate effectiveness of instruction. Qualifications for mentors will include but not limited to, holding a valid professional teaching certificate and being Highly Qualified. At least a minimum of three years of successful teaching experience and must be certified at the same level (e.g. primary, intermediate, etc.) or in the subject area as the new teacher. Assigned mentors will have mastery of pedagogical and subject matter skills. The mentor will demonstrate knowledge of content, materials, and methods that support high standards in the curriculum areas. They will also show evidence of effective teaching and student achievement gains. The mentor will make a commitment to personal professional learning demonstrated by frequent participation in professional development. The assigned mentor will also be an expert in accessing data resources and using data to analyze instruction.

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

The school ensures its core instructional programs and materials are aligned to Florida's standards. For English Language Arts (ELA) we have adopted the McGraw Hill: Wonders reading series for the core curriculum and intervention program, which is aligned with MDCPS pacing guides. The school will provide professional development in the effective implementation of the district pacing guides that are aligned with the LAFS. The school adopted the Houghton Mifflin: Go Math and utilize the MDCPS pacing guides to ensure the proper implementation of the MAFS. Houghton Mifflin: Science Fusion and Studies weekly was purchased to support the implementation of the ext Generation Standards in Social Studies and Science.

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

The school uses data to provide and differentiated instruction to meet the diverse needs of students. Instruction is data driven and tailored to meet the needs of individual students. Teachers analyze data gathered from state and district assessments, as well as data from curricular based assessments, to help determine the strengths and weaknesses of each student in their classroom. This will then help teachers gear their instruction towards the individual needs of students to help them attain proficiency on required assessments. The instruction is supplemented by providing those students who are having difficulty attaining the proficient level with interventions.

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: Before School Program

Minutes added to school year: 3,840

In addition to the 30 minute intervention block provided by the homeroom general education teacher the students will adopt the strategy of increased learning time or extended learning opportunities as a means to move more students toward performing at or above grade level. The school will offer before school tutoring to all students that have been identified and placed in tier 2 and tier 3.

Strategy Rationale

The implementation of before school tutoring will help tier 2 and tier 3 students further develop their understanding of concepts taught to help achieve proficiency in state and district mandated assessments.

Strategy Purpose(s)

- Teacher collaboration, planning and professional development

Person(s) responsible for monitoring implementation of the strategy

Cruz, Ximena, xcruz@somersetcityarts.com

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

The Before School tutoring program will be monitoring student progress through the use of Mini Benchmark Assessment and weekly assessments. The school purchased the I-Ready Common Core Coach curriculum to support the tutoring program. Students will be evaluated weekly to monitor the effectiveness of the program. A data matrix will be used to identify and determine the effectiveness of the strategies being utilized during tutoring and to better target instruction during the tutoring session. The end of the year assessment scores will also be used to determine effectiveness of the tutoring program and determine student academic growth.

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

The school invites all families to an orientation so that families may familiarize themselves with the school. Also, weekly tours of the school are scheduled with families who are interested in attending the school. For our outgoing students, neighboring sisters schools, such as Somerset Academy Country Palms Middle and Somerset Academy South Homestead Middle and High will be invited to an assembly to describe their program and answer questions. Parents and student will also be invited to a Curriculum Fair to promote and recruit students to their program.

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

N/A

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

N/A

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

N/A

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

N/A

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.** Incorporate writing across all content areas.
- G2.** The school will improve attendance, behavior, and achievement indicated by the EWS.
- G3.** Our STEM goal for the 2014-2015 school year is to increase student participation in our STEM related activities.
- G4.** Our goal is to increase parental involvement in students academics performance.

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. Incorporate writing across all content areas. 1a

G046899

Targets Supported 1b

Indicator	Annual Target
AMO Reading - All Students	
AMO Math - All Students	
FCAT 2.0 Science Proficiency	52.0
FAA Writing Proficiency	65.0

Resources Available to Support the Goal 2

- McGraw Hill Wonder Reading Series
- Reading/Writing Workshops
- Writers Notebook
- Science Journal
- Readers Notebook
- Math Notebook
- Houghton Mifflin GoMath
- Houghton Mifflin Science Fusion
- Mathletics
- Science A-Z

Targeted Barriers to Achieving the Goal 3

- ELA: Students are unfamiliar with the writing process they are expected to complete and master along with having limited knowledge on the new Florida Standards.
- Math: Students are unfamiliar with open response question rather than a typical multiple choice question which they have been accustomed to.
- Science: According to the 2013-2014 state standardized assessment, students demonstrated a deficiency in the area of life science and the nature of science.
- Writing: Students demonstrated a deficiency in the writing process.

Plan to Monitor Progress Toward G1. 8

Review data to determine and monitor the progress of students.

Person Responsible

Marcelo Gomez

Schedule

Monthly, from 8/25/2014 to 6/5/2015

Evidence of Completion

All core subject area assessments will include a written component that will be collected as evidence.

G2. The school will improve attendance, behavior, and achievement indicated by the EWS. 1a

G049781

Targets Supported 1b

Indicator	Annual Target
Attendance rate	87.0
Attendance Below 90%	13.0
One or More Suspensions	0.0
Retained Students	0.0

Resources Available to Support the Goal 2

- Attendance: Parent/Student Handbook
- Behavior: Miami-Dade County Student Code of Conduct
- Achievement: Academics will be monitored to identify the number of students who are struggling. Data will be analyzed and students will be placed in interventions as needed.

Targeted Barriers to Achieving the Goal 3

- Attendance: Students not being able to arrive at school at the appropriate drop off time as well as students who are picked up early frequently.
- Behavior: Students are not properly informed of the Student Code of Conduct and our school's attendance policies and procedures.
- Achievement: Students who do not demonstrate proficiency and/or fail to achieve passing grades.

Plan to Monitor Progress Toward G2. 8

Assessment data will be collected and reviewed to determine progress. Attendance reports will be checked, as well as anecdotal records.

Person Responsible

Marcelo Gomez

Schedule

Weekly, from 8/25/2014 to 6/4/2015

Evidence of Completion

Evidence collected will come from test data, artifacts collected during reading intervention and differentiated instruction. Anecdotal records will be used to monitor behavior.

Plan to Monitor Progress Toward G2. 8

The teachers collected the signed acknowledgement of the student code of conduct.

Person Responsible

Idalia Suarez

Schedule

On 6/4/2015

Evidence of Completion

Signed acknowledgement of the student code of conduct.

Plan to Monitor Progress Toward G2. 8

Person Responsible

Schedule

Evidence of Completion

G3. Our STEM goal for the 2014-2015 school year is to increase student participation in our STEM related activities. 1a

G044985

Targets Supported 1b

Indicator	Annual Target
Attendance rate	100.0

Resources Available to Support the Goal 2

- Science A-Z and Science fair informational packet

Targeted Barriers to Achieving the Goal 3

- Parents lack the knowledge of the scientific method to assist the student in the completion of a science fair project.

Plan to Monitor Progress Toward G3. 8

Science fair committee will judge each experiment/science fair project and see if goal was met.

Person Responsible

Marcelo Gomez

Schedule

On 2/6/2015

Evidence of Completion

Completed science fair project and scoring .

G4. Our goal is to increase parental involvement in students academics performance. 1a

G049823

Targets Supported 1b

Indicator	Annual Target
	70.0

Resources Available to Support the Goal 2

- Provide parents with a variety of opportunities to participate in their child's scholastic endeavors.
- Parent/Teacher parent conferences to discuss academic performance and Florida State Standards expectations.
- Progress Reports, Report Cards, Data Reports

Targeted Barriers to Achieving the Goal 3

- Lack of communication between the school and home.

Plan to Monitor Progress Toward G4. 8

The school will communicate the workshop via email, flyers, calendars and App to promote the will provide Parent workshop to meet our attendance goals.

Person Responsible

Idalia Suarez

Schedule

On 11/5/2014

Evidence of Completion

Email records, flyers, calendars and App records will be collected as evidence of communicating the event to all stakeholders.

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. Incorporate writing across all content areas. **1**

 G046899

G1.B1 ELA: Students are unfamiliar with the writing process they are expected to complete and master along with having limited knowledge on the new Florida Standards. **2**

 B116571

G1.B1.S1 Teachers will incorporate writing into all ELA related activities. **4**

 S128270

Strategy Rationale

In order to allow students to develop their writing skills, teachers will require students to practice writing in all content areas. This will help students become stronger writers.

Action Step 1 **5**

McGraw Hill reading / writing workshop. Modeled lessons, writing opportunities, conferencing with students to provide feedback, and writing assessments.

Person Responsible

Ximena Cruz

Schedule

Monthly, from 8/25/2014 to 6/4/2015

Evidence of Completion

Writing assessment data.

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

Review grade specification matrix as well monitor writing assessments.

Person Responsible

Marcelo Gomez

Schedule

Monthly, from 8/25/2014 to 6/4/2015

Evidence of Completion

Assessment that includes a writing component will be collected as evidence.

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

The curriculum coach will review data and meet with teachers to provide feedback and strategies.

Person Responsible

Ximena Cruz


Schedule

Monthly, from 8/25/2014 to 6/4/2015

Evidence of Completion


Score of monthly data matrix

G1.B2 Math: Students are unfamiliar with open response question rather than a typical multiple choice question which they have been accustomed to. 2

 B127775

G1.B2.S1 Teachers will expose students to open response questions. The teacher will guide and model how to answer these types of questions to get students familiar with the format of the new assessment.

4

 S139984

Strategy Rationale

By exposing students to open response questions, students will gain the knowledge necessary to accurately respond to these types of questions to prepare them for the format in the new assessment.

Action Step 1 5

Assessments will include open response questions.

Person Responsible

Yadira Ochoa

Schedule

Biweekly, from 8/25/2014 to 6/4/2015

Evidence of Completion

The math coach will collect sample copies of the assessment to demonstrate completion of the activity.

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

The leadership team will conduct daily walk throughs to monitor the implementation of open response questions.

Person Responsible

Marcelo Gomez

Schedule

Weekly, from 8/25/2014 to 6/4/2015

Evidence of Completion

The leadership team will review and monitor lesson plans to check for evidence for open response questions.

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

The principal will conduct observations to monitor and support the effectiveness of implementation.

Person Responsible

Idalia Suarez


Schedule

Monthly, from 8/25/2014 to 6/4/2015


Evidence of Completion

The formal and informal observation checklists will be used to demonstrate the effectiveness of the implemented strategy.

G1.B3 Science: According to the 2013-2014 state standardized assessment, students demonstrated a deficiency in the area of life science and the nature of science. 2

 B127776

G1.B3.S1 Teachers will incorporate new strategies including the use of graphic organizers to help students better understanding the topics in life science and the nature of science. 4

 S139967

Strategy Rationale

These graphic organizers will help students better understand the topic by breaking up and grouping information while integrating the writing process.

Action Step 1 5

Teachers will collaborate during grade level meetings to plan and develop graphic organizers to assist them in the instruction of science concepts.

Person Responsible

Ximena Cruz

Schedule

Weekly, from 8/25/2014 to 6/4/2015

Evidence of Completion

Completed graphic organizers

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

The science coach will conduct walk throughs to monitor the fidelity of the implementation of the graphic organizers.

Person Responsible

Yadira Ochoa

Schedule

Weekly, from 8/25/2014 to 6/4/2015

Evidence of Completion

Informal walk through checklist.

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

The leadership team will monitor the effectiveness of the implementation of graphic organizers to facilitate instruction.

Person Responsible

Marcelo Gomez

Schedule

Biweekly, from 8/25/2014 to 6/4/2015

Evidence of Completion

The data matrices demonstrating the scores of the assessments

G1.B4 Writing: Students demonstrated a deficiency in the writing process. 2

B127777

G1.B4.S1 Teachers will provide students with writing activities. They will model the writing process for students as well as provide them with different strategies to assist in their construction of written responses. 4

S140024

Strategy Rationale

These activities and strategies will give students the opportunity to analyze different sources of material and construct responses based on the information provided.

Action Step 1 5

Teachers will model the writing process to help students gain a better understanding of writing.

Person Responsible

Ximena Cruz

Schedule

Daily, from 8/25/2014 to 6/4/2015

Evidence of Completion

Lesson plans

Plan to Monitor Fidelity of Implementation of G1.B4.S1 6

The leadership team will conduct walk-throughs and observations to determine the fidelity of the implementation of writing across all content areas.

Person Responsible

Marcelo Gomez

Schedule

On 6/4/2015

Evidence of Completion

Informal walk through checklist.

Plan to Monitor Effectiveness of Implementation of G1.B4.S1 7

The leadership team will conduct classroom observations to look at artifacts that support the implementation of writing across all core content areas.

Person Responsible

Marcelo Gomez


Schedule

Weekly, from 8/25/2014 to 6/4/2015


Evidence of Completion

Observation Checklists


G2. The school will improve attendance, behavior, and achievement indicated by the EWS. 1

 G049781

G2.B1 Attendance: Students not being able to arrive at school at the appropriate drop off time as well as students who are picked up early frequently. 2

 B124628

G2.B1.S1 Teachers will extract attendance reports, and informed parents of school policies and procedures. Teachers will also meet with parents communicate attendance expectations. 4

 S136542

Strategy Rationale

When parents are more aware of the school's attendance policies, they will be more inclined to comply with the school's policies and procedures.

Action Step 1 5

Students who are identified as having truancy issues, will be referred the MTSS/RTI team.

Person Responsible

Laura Rodriguez

Schedule

Monthly, from 8/25/2014 to 6/4/2015

Evidence of Completion

Attendance reports, Data matrix, Anecdotal records and RTI documentation.

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

Biweekly meetings with at risk students and parents where records will be reviewed.

Person Responsible

Laura Rodriguez

Schedule

Biweekly, from 8/25/2014 to 6/5/2015

Evidence of Completion

Attendance reports, data matrix, anecdotal records and Rtl documentation.

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

The leadership team will conduct monthly meetings with the MTSS/RTI team to discuss the progress of these students.

Person Responsible

Idalia Suarez

Schedule

Biweekly, from 8/25/2014 to 6/4/2015

Evidence of Completion

Evidence collected will come from test data, artifacts collected during reading intervention and differentiated instruction. Anecdotal records will be used to monitor behavior.

G2.B2 Behavior: Students are not properly informed of the Student Code of Conduct and our school's attendance policies and procedures. 2

B127592

G2.B2.S1 Students and parents will receive a copy of the student code of conduct in order to be familiarize themselves with the policies and procedures of the school. Additionally, teachers will review the student code of conduct during open house to further provide assistance to the students and parents. 4

S139734

Strategy Rationale

The more stakeholders are informed of the student code of conduct, the more they will be inclined to follow the policies and procedures set forth by the educational institution.

Action Step 1 5

Students who are identified as having behavioral issues will be referred to administration.

Person Responsible

Marcelo Gomez

Schedule

Daily, from 8/25/2014 to 6/5/2015

Evidence of Completion

Anecdotal records, parent contact logs, and referral forms.

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

Meetings with students and parents will be conducted to discuss and monitor student behavior.

Person Responsible

Marcelo Gomez

Schedule

Biweekly, from 8/25/2014 to 6/5/2015

Evidence of Completion

Parent conference forms, anecdotal records, parent contact logs, intervention plans, and referral forms.

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

The leadership team will conduct monthly meetings to review the progress of these students.

Person Responsible

Idalia Suarez

Schedule


Monthly, from 8/25/2014 to 6/5/2015

Evidence of Completion

Minute logs, anecdotal records, parent contact logs and/or behavior intervention plans.

G2.B3 Achievement: Students who do not demonstrate proficiency and/or fail to achieve passing grades.

2

 B127593

G2.B3.S1 Teachers will monitor student progress to identify struggling students and their areas of weakness. 4

 S139741

Strategy Rationale

By evaluating student data, teachers can differentiate instruction in order to meet the needs of all students in their classroom.

Action Step 1 5

Collect assessment data for all students at risk and provide them with the appropriate interventions.

Person Responsible

Ximena Cruz

Schedule

Biweekly, from 8/25/2014 to 6/4/2015

Evidence of Completion

Data matrices, district mandated assessment data, chapter and unit tests, and weekly benchmark assessments.

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

The leadership will provide teachers with the required assessments needed for implementation.

Person Responsible

Marcelo Gomez

Schedule

Monthly, from 8/25/2014 to 6/4/2015

Evidence of Completion

District mandated assessments

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

The school will analyze school and district assessment reports to determine proficiency.

Person Responsible

Marcelo Gomez

Schedule

Biweekly, from 8/25/2014 to 6/4/2015

Evidence of Completion

Data matrix, thinkgate assessment reports, STAR reports, mathletics reports, and reading plus reports.

G3. Our STEM goal for the 2014-2015 school year is to increase student participation in our STEM related activities. 1

G044985

G3.B1 Parents lack the knowledge of the scientific method to assist the student in the completion of a science fair project. 2

B110914

G3.B1.S1 The school will provide Science Fair Informational Packets to parents describing the Scientific Method to use in the development and completion of Science Fair Projects. 4

S122361

Strategy Rationale

With a step-by-step informational packet on how to complete the Science Fair project, parents will have a better grasp of what is required of their child. They will have examples of different types of projects to complete, an understanding of the scientific process, and how the project is to be presented.

Action Step 1 5

Curriculum Coach will distribute science fair resources to parents.

Person Responsible

Marcelo Gomez

Schedule

On 1/30/2015

Evidence of Completion

Complete science fair project

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

Upon distribution of the science fair material, students will be ask to complete each step of the scientific process and turn it into their homeroom teacher weekly which will help their teacher monitor their progress. The homeroom teacher will report to the curriculum coach any information regarding students full completion and cooperation in completing the assignment.

Person Responsible

Yadira Ochoa

Schedule

Weekly, from 12/1/2014 to 1/30/2015

Evidence of Completion

Science Fair Project Timeline and supporting resources

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

Teachers will monitor the scientific process as the students complete each portion of the scientific method until the project is completed.

Person Responsible

Yadira Ochoa

Schedule

On 1/30/2015

Evidence of Completion

Completed science fair project and rubrics.

G4. Our goal is to increase parental involvement in students academics performance. 1

G049823

G4.B1 Lack of communication between the school and home. 2

B124722

G4.B1.S1 The leadership team and the teachers will conduct a Florida Standards Assessment workshops explaining the new Florida State Standards and Florida Standard Assessments (FSA) to all parents. The workshop will provide a thorough explanation of the new state expectations as well as literature, resources and strategies to assist students at home. Along with providing parents with the opportunity to participate in their child's academic endeavors. 4

S136632

Strategy Rationale

The initiative of these workshops and parent/teacher conferences is to better communicate and help parents understand the new standards and expectations. Workshop will provide a thorough explanation of the new state expectations as well as literature, resources and strategies to assist students at home.

Action Step 1 5

Provide parents with a Florida Standards Assessment Workshop to explain what the test will consist of and expectations of the Florida State Standards

Person Responsible

Idalia Suarez

Schedule

Monthly, from 8/18/2014 to 8/18/2014

Evidence of Completion

Parents will take the practice assessment and teachers will give a certificate of completion for participation.

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

Sign-In Sheets and Attendance records of parent participation

Person Responsible

Marcelo Gomez

Schedule

Monthly, from 8/18/2014 to 8/18/2014

Evidence of Completion

Attendance records of parent participation

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

Communicate and inform parents about the workshops, collect attendance records.

Person Responsible

Idalia Suarez

Schedule

Monthly, from 8/18/2014 to 6/3/2015

Evidence of Completion

Parents will be encouraged to take the online training test to help them become familiar with new state assessment. Parents will be given a certificate of completion after they participate in the activity. Sign in sheets will be collected as evidence of parental involvement.

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
G3.B1.S1.A1	Curriculum Coach will distribute science fair resources to parents.	Gomez, Marcelo	12/1/2014	Complete science fair project	1/30/2015 one-time
G1.B1.S1.A1	McGraw Hill reading / writing workshop. Modeled lessons, writing opportunities, conferencing with students to provide feedback, and writing assessments.	Cruz, Ximena	8/25/2014	Writing assessment data.	6/4/2015 monthly
G2.B1.S1.A1	Students who are identified as having truancy issues, will be referred the MTSS/RTI team.	Rodriguez, Laura	8/25/2014	Attendance reports, Data matrix, Anecdotal records and RTI documentation.	6/4/2015 monthly
G4.B1.S1.A1	Provide parents with a Florida Standards Assessment Workshop to explain what the test will consist of and expectations of the Florida State Standards	Suarez, Idalia	8/18/2014	Parents will take the practice assessment and teachers will give a certificate of completion for participation.	8/18/2014 monthly
G2.B2.S1.A1	Students who are identified as having behavioral issues will be referred to administration.	Gomez, Marcelo	8/25/2014	Anecdotal records, parent contact logs, and referral forms.	6/5/2015 daily
G2.B3.S1.A1	Collect assessment data for all students at risk and provide them with the appropriate interventions.	Cruz, Ximena	8/25/2014	Data matrices, district mandated assessment data, chapter and unit tests, and weekly benchmark assessments.	6/4/2015 biweekly
G1.B2.S1.A1	Assessments will include open response questions.	Ochoa, Yadira	8/25/2014	The math coach will collect sample copies of the assessment to demonstrate completion of the activity.	6/4/2015 biweekly
G1.B3.S1.A1	Teachers will collaborate during grade level meetings to plan and develop graphic organizers to assist them in the instruction of science concepts.	Cruz, Ximena	8/25/2014	Completed graphic organizers	6/4/2015 weekly
G1.B4.S1.A1	Teachers will model the writing process to help students gain a better understanding of writing.	Cruz, Ximena	8/25/2014	Lesson plans	6/4/2015 daily
G1.MA1	Review data to determine and monitor the progress of students.	Gomez, Marcelo	8/25/2014	All core subject area assessments will include a written component that will be collected as evidence.	6/5/2015 monthly

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
G1.B1.S1.MA1	The curriculum coach will review data and meet with teachers to provide feedback and strategies.	Cruz, Ximena	8/25/2014	Score of monthly data matrix	6/4/2015 monthly
G1.B1.S1.MA1	Review grade specification matrix as well monitor writing assessments.	Gomez, Marcelo	8/25/2014	Assessment that includes a writing component will be collected as evidence.	6/4/2015 monthly
G1.B3.S1.MA1	The leadership team will monitor the effectiveness of the implementation of graphic organizers to facilitate instruction.	Gomez, Marcelo	8/25/2014	The data matrices demonstrating the scores of the assessments	6/4/2015 biweekly
G1.B3.S1.MA1	The science coach will conduct walk throughs to monitor the fidelity of the implementation of the graphic organizers.	Ochoa, Yadira	8/25/2014	Informal walk through checklist.	6/4/2015 weekly
G1.B2.S1.MA1	The principal will conduct observations to monitor and support the effectiveness of implementation.	Suarez, Idalia	8/25/2014	The formal and informal observation checklists will be used to demonstrate the effectiveness of the implemented strategy.	6/4/2015 monthly
G1.B2.S1.MA1	The leadership team will conduct daily walk throughs to monitor the implementation of open response questions.	Gomez, Marcelo	8/25/2014	The leadership team will review and monitor lesson plans to check for evidence for open response questions.	6/4/2015 weekly
G1.B4.S1.MA1	The leadership team will conduct classroom observations to look at artifacts that support the implementation of writing across all core content areas.	Gomez, Marcelo	8/25/2014	Observation Checklists	6/4/2015 weekly
G1.B4.S1.MA1	The leadership team will conduct walk-throughs and observations to determine the fidelity of the implementation of writing across all content areas.	Gomez, Marcelo	8/25/2014	Informal walk through checklist.	6/4/2015 one-time
G2.MA1	Assessment data will be collected and reviewed to determine progress. Attendance reports will be checked, as well as anecdotal records.	Gomez, Marcelo	8/25/2014	Evidence collected will come from test data, artifacts collected during reading intervention and differentiated instruction. Anecdotal records will be used to monitor behavior.	6/4/2015 weekly
G2.MA2	The teachers collected the signed acknowledgement of the student code of conduct.	Suarez, Idalia	8/25/2014	Signed acknowledgement of the student code of conduct.	6/4/2015 one-time
G2.MA3	[no content entered]			once	
G2.B1.S1.MA1	The leadership team will conduct monthly meetings with the MTSS/RTI team to discuss the progress of these students.	Suarez, Idalia	8/25/2014	Evidence collected will come from test data, artifacts collected during reading intervention and differentiated instruction. Anecdotal records will be used to monitor behavior.	6/4/2015 biweekly
G2.B1.S1.MA1	Biweekly meetings with at risk students and parents where records will be reviewed.	Rodriguez, Laura	8/25/2014	Attendance reports, data matrix, anecdotal records and RtI documentation.	6/5/2015 biweekly
G2.B2.S1.MA1	The leadership team will conduct monthly meetings to review the progress of these students.	Suarez, Idalia	8/25/2014	Minute logs, anecdotal records, parent contact logs and/or behavior intervention plans.	6/5/2015 monthly
G2.B2.S1.MA1	Meetings with students and parents will be conducted to discuss and monitor student behavior.	Gomez, Marcelo	8/25/2014	Parent conference forms, anecdotal records, parent contact logs, intervention plans, and referral forms.	6/5/2015 biweekly
G2.B3.S1.MA1	The school will analyze school and district assessment reports to determine proficiency.	Gomez, Marcelo	8/25/2014	Data matrix, thinkgate assessment reports, STAR reports, mathletics reports, and reading plus reports.	6/4/2015 biweekly
G2.B3.S1.MA1	The leadership will provide teachers with the required assessments needed for implementation.	Gomez, Marcelo	8/25/2014	District mandated assessments	6/4/2015 monthly

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
G3.MA1	Science fair committee will judge each experiment/science fair project and see if goal was met.	Gomez, Marcelo	2/2/2015	Completed science fair project and scoring .	2/6/2015 one-time
G3.B1.S1.MA1	Teachers will monitor the scientific process as the students complete each portion of the scientific method until the project is completed.	Ochoa, Yadira	12/1/2014	Completed science fair project and rubrics.	1/30/2015 one-time
G3.B1.S1.MA1	Upon distribution of the science fair material, students will be ask to complete each step of the scientific process and turn it into their homeroom teacher weekly which will help their teacher monitor their progress. The homeroom teacher will report to the curriculum coach any information regarding students full completion and cooperation in completing the assignment.	Ochoa, Yadira	12/1/2014	Science Fair Project Timeline and supporting resources	1/30/2015 weekly
G4.MA1	The school will communicate the workshop via email, flyers, calendars and App to promote the will provide Parent workshop to meet our attendance goals.	Suarez, Idalia	11/5/2014	Email records, flyers, calendars and App records will be collected as evidence of communicating the event to all stakeholders.	11/5/2014 one-time
G4.B1.S1.MA1	Communicate and inform parents about the workshops, collect attendance records.	Suarez, Idalia	8/18/2014	Parents will be encouraged to take the online training test to help them become familiar with new state assessment. Parents will be given a certificate of completion after they participate in the activity. Sign in sheets will be collected as evidence of parental involvement.	6/3/2015 monthly
G4.B1.S1.MA1	Sign-In Sheets and Attendance records of parent participation	Gomez, Marcelo	8/18/2014	Attendance records of parent participation	8/18/2014 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.

Professional Development Opportunities

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

G1. Incorporate writing across all content areas.

G1.B1 ELA: Students are unfamiliar with the writing process they are expected to complete and master along with having limited knowledge on the new Florida Standards.

G1.B1.S1 Teachers will incorporate writing into all ELA related activities.

PD Opportunity 1

McGraw Hill reading / writing workshop. Modeled lessons, writing opportunities, conferencing with students to provide feedback, and writing assessments.

Facilitator

Dawn Pearce

Participants

K-6 Reading / Writing Teachers.

Schedule

Monthly, from 8/25/2014 to 6/4/2015

G1.B2 Math: Students are unfamiliar with open response question rather than a typical multiple choice question which they have been accustomed to.

G1.B2.S1 Teachers will expose students to open response questions. The teacher will guide and model how to answer these types of questions to get students familiar with the format of the new assessment.

PD Opportunity 1

Assessments will include open response questions.

Facilitator

Yadira Ochoa

Participants

Math classroom teachers

Schedule

Biweekly, from 8/25/2014 to 6/4/2015

G2. The school will improve attendance, behavior, and achievement indicated by the EWS.

G2.B1 Attendance: Students not being able to arrive at school at the appropriate drop off time as well as students who are picked up early frequently.

G2.B1.S1 Teachers will extract attendance reports, and informed parents of school policies and procedures. Teachers will also meet with parents communicate attendance expectations.

PD Opportunity 1

Students who are identified as having truancy issues, will be referred the MTSS/RTI team.

Facilitator

Laura Rodriguez Richard Sasseville

Participants

Classroom Teachers and Parents

Schedule

Monthly, from 8/25/2014 to 6/4/2015

G3. Our STEM goal for the 2014-2015 school year is to increase student participation in our STEM related activities.

G3.B1 Parents lack the knowledge of the scientific method to assist the student in the completion of a science fair project.

G3.B1.S1 The school will provide Science Fair Informational Packets to parents describing the Scientific Method to use in the development and completion of Science Fair Projects.

PD Opportunity 1

Curriculum Coach will distribute science fair resources to parents.

Facilitator

Marcelo Gomez

Participants

Parents

Schedule

On 1/30/2015

G4. Our goal is to increase parental involvement in students academics performance.

G4.B1 Lack of communication between the school and home.

G4.B1.S1 The leadership team and the teachers will conduct a Florida Standards Assessment workshops explaining the new Florida State Standards and Florida Standard Assessments (FSA) to all parents. The workshop will provide a thorough explanation of the new state expectations as well as literature, resources and strategies to assist students at home. Along with providing parents with the opportunity to participate in their child's academic endeavors.

PD Opportunity 1

Provide parents with a Florida Standards Assessment Workshop to explain what the test will consist of and expectations of the Florida State Standards

Facilitator

Idalia M. Suarez, Leadership Team and Teachers

Participants

Parents

Schedule

Monthly, from 8/18/2014 to 8/18/2014

Technical Assistance Items

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

Budget Rollup

Summary

Description	Total
Goal 1: Incorporate writing across all content areas.	300
Goal 2: The school will improve attendance, behavior, and achievement indicated by the EWS.	5,500
Goal 3: Our STEM goal for the 2014-2015 school year is to increase student participation in our STEM related activities.	50
Goal 4: Our goal is to increase parental involvement in students academics performance.	500
Grand Total	6,350

Goal 1: Incorporate writing across all content areas.

Description	Source	Total
B1.S1.A1 - Reading/ Writing PD	General Fund	300
Total Goal 1		300

Goal 2: The school will improve attendance, behavior, and achievement indicated by the EWS.

Description	Source	Total
B1.S1.A1 - Purchase of McGraw Hill: WonderWorks Intervention Program	General Fund	5,000
B1.S1.A1 - I-Ready online program	General Fund	500
Total Goal 2		5,500

Goal 3: Our STEM goal for the 2014-2015 school year is to increase student participation in our STEM related activities.

Description	Source	Total
B1.S1.A1 - Science Parent night resources and materials	General Fund	50
Total Goal 3		50

Goal 4: Our goal is to increase parental involvement in students academics performance.

Description	Source	Total
B1.S1.A1 - Materials and resources purchased or the Florida Standards Assessment Parent Workshop	School Improvement Funds	500
Total Goal 4		500