

# Yates Elementary School



2014-15 School Improvement Plan

## Yates Elementary School

301 KINGSWAY RD, Brandon, FL 33510

[ no web address on file ]

### School Demographics

**School Type**

Elementary

**Title I**

Yes

**Free/Reduced Price Lunch**

80%

**Alternative/ESE Center**

No

**Charter School**

No

**Minority**

67%

### School Grades History

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

### School Board Approval

This plan is pending approval by the Hillsborough County School Board.

### SIP Authority and Template

Section 1001.42(18), Florida Statutes, requires district school boards to annually approve and require implementation of a school improvement plan (SIP) for each school in the district.

The Florida Department of Education (FDOE) SIP template meets all statutory and rule requirements for traditional public schools and incorporates all components required for schools receiving Title I funds. This template is required by State Board of Education Rule 6A-1.099811, Florida Administrative Code, for all non-charter schools with a current grade of D or F, or with a grade of F within the prior two years. For all other schools, the district may use a template of its choosing. All districts must submit annual assurances that their plans meet statutory requirements.

This document was prepared by school and district leadership using the Florida Department of Education's school improvement planning web application located at <https://www.floridaCIMS.org>.

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## Purpose and Outline of the SIP

The SIP is intended to be the primary artifact used by every school with stakeholders to review data, set goals, create an action plan and monitor progress. A corollary at the district level is the District Improvement and Assistance Plan (DIAP), designed to help district leadership make the necessary connections between school and district goals in order to align resources. The Florida Department of Education encourages schools to use the SIP as a “living document” by continually updating, refining and using the plan to guide their work throughout the year. This printed version represents the SIP as of the “Date Modified” listed in the footer.

### Part I: Current School Status

Part I organizes the current status of the school around five domains inspired by the 5Essentials framework: Supportive Environment, Family and Community Involvement, Effective Leadership, Public and Collaborative Teaching, and Ambitious Instruction and Learning. Questions regarding the school’s Multi-Tiered System of Supports have been embedded throughout this part to demonstrate how data is used by stakeholders to understand the needs of all students and allocate appropriate resources in proportion to those needs.

### Part II: Needs Assessment

Part II requires the school to review performance and early warning systems data in order to develop strategic goals and associated data targets (i.e., “SMART goals”) for the coming school year in context of the school’s greatest strengths and needs. An online tool was developed, which includes data visualizations and processing questions to support problem identification, problem analysis and strategic goal formulation.

### Part III: 8-Step Planning and Problem Solving for Implementation

Part III enables the school to develop implementation plans for its highest-priority goals. With the overview of the current state of the school in mind and the strategic goals identified through the needs assessment, the planning team engages in a facilitated planning and problem-solving process, through which they

- Define strategic goals and establish targets to be reached by successfully achieving the goals (Step 1)
- Identify resources available to support the goals and barriers that could hinder achieving those goals (Step 2)
- Select high-priority barriers they want to address initially (Step 3)
- Design implementation and monitoring plans for strategies to resolve selected barriers (Steps 4-7)
- Determine how they will monitor progress toward each goal (Step 8)

### Appendices

The following appendices, automatically-generated from content entered in Part III, are included in this document:

- Appendix 1 is a timeline of all action steps and monitoring activities
- Appendix 2 is an outline of all professional development opportunities and technical assistance items
- Appendix 3 is a report of the budget needed to implement the strategies

## Differentiated Accountability

Florida’s Differentiated Accountability (DA) system is a statewide network of strategic support, differentiated by need according to performance data, and provided to schools and districts in order to improve leadership capacity, teacher efficacy and student outcomes. DA field teams collaborate with district and school leadership to design, implement and refine improvement plans, as well as provide instructional coaching, as needed.

### DA Regions

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

### DA Categories

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

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

### DA Turnaround and Monitoring Statuses

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

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

### 2014-15 DA Category and Statuses

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





## Part I: Current School Status

### Supportive Environment

#### School Mission and Vision

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

Yates' Mission: Encouraging, Empowering & Elevating Eaglets for Tomorrow

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

Yates' Vision: Students will demonstrate mastery in all Florida Standards

#### School Environment

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

Relationships are built between teachers and students prior to the school year beginning through an "Open House Exploration" night, where students can meet their new teacher and explore their assigned classroom. In the first 20 days of school, this time is spent learning about student cultures and building relationships initially through each curriculum area in the school day, which may include, but not is limited to, parent and/or student interviews, team building exercises, or student surveys. In the first quarter of the school year, Yates holds several curriculum nights, where parents and children can attend an evening of learning about expectations for the current school year by grade level. Curriculum nights are also held throughout the school year, to build relationships with both students and parents in a fun and engaging learning environment. Teachers and students also naturally build relationships in our positive behavioral environment, and also through small group instruction.

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

Our school uses a common language for our 3 school rules: Act safely; Be respectful; and Care for self, others, and the environment. With every teacher and staff member using this language in a positive way, students can be reminded of the school rules and how their activities may or may not fit within them. Every morning, our school begins our day with a morning show, where the 3 school rules, "Our ABCs," are stated on the morning show. Additionally, our student services department and/or Administration is very active and involved with our student population, and will talk with students as a point of escalation if a student is not exhibiting safe or respectful behavior, based upon teacher referral. As students are moving throughout campus, teachers provide positive reminders of the "ABCs" of our rules.

##### 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

Yates Elementary is a PBS school, where students receive positive praise for following our school rules. Students receive rewards with an internal monetary system. This system is modified for grade levels when developmentally appropriate to educate children on the aspects of financial responsibility. With this system, students may keep a ledger to maintain a balance of "money" in their account, and have the ability to spend at a store or to attend school events. Our school expectations are reviewed every morning on the morning show with the common language used by all faculty and staff. With this program, students have the ability to also receive a positive referral, which may be broadcast on the



morning show and receives a visit from Administration in the classroom.

Our school utilizes minor incident referrals, as well as major incident referrals for disciplinary incidents. Both types of incident referrals are utilized by the school's PBS committee on a regular basis to review the data for tracking purposes with faculty involvement to attempt to prevent such incidents in the future.

All faculty and staff have received training on the PBS system and incident referral types during pre-planning and continues to be ongoing. The PBS committee has a regular meeting with grade-level representatives in attendance. These representatives disseminate information to every team within the school as to the progress of the program and the incident referral updates.

**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**

- Given that one of the main tasks of the Leadership Team/PSLT is to monitor student data related to instruction and interventions, the Leadership Team/PLST monitors the effectiveness of instruction and intervention by reviewing student data as well as data related to implementation fidelity (teacher walk-through data).
- The Leadership Team/PSLT communicates with and supports the PLCs in implementing the proposed strategies by distributing Leadership Team members across the PLCs to facilitate planning and implementation. Once strategies are put in place, the Leadership Team members who are part of the PLCs regularly report on their efforts and student outcomes to the larger Leadership Team/PSLT.
- The Leadership Team/PSLT and PLCs both use the problem solving process (Problem Identification, Problem Analysis, Intervention Design and Implementation and Evaluation to:
  - o Use the problem-solving model when analyzing data:
    1. What is the problem? (Problem Identification)
    2. Why is it occurring? (Problem Analysis and Barrier Identification)
    3. What are we going to do about it? (Action Plan Design and Implementation)
    4. Is it working? (Monitor Progress and Evaluate Action Plan Effectiveness)
  - o Identify the problem (based on an analysis of the data disaggregated via data sorts) in multiple areas – curriculum content, behavior, and attendance
  - o Develop and test hypotheses about why student/school problems are occurring (changeable barriers).
  - o Develop and target interventions based on confirmed hypotheses. Interventions may include academic interventions as well as counseling, mentoring, and other pupil services.
  - o Identify appropriate progress monitoring assessments/data collection tools to be administered at regular intervals matched to the intensity of the level of instructional/behavioral/intervention support provided.
  - o Develop grading period or units of instruction//intervention goals that are ambitious, time-bound, and measureable (e.g., SMART goals).
  - o Review progress monitoring data at regular intervals to determine when student(s) need more or less support (e.g., frequency, duration, intensity) to meet established class, grade, behavior, and/or school goals (e.g., use of data-based decision-making to fade, maintain, modify or intensify intervention and/or enrichment support).
  - o Each PLC develops PLC action plan for SIP strategy implementation and monitoring.
  - o Assess the implementation of the strategies on the SIP using the following questions:
    1. Does the data show implementation of strategies are resulting in positive student growth?
    2. To what extent are we making progress toward the school's SIP goals?
    3. If we are making progress, what can we do to sustain what is working?
    4. What barriers to implementation are we facing and how will we address them?
    5. What should we do next? What should be our plan of action?

**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**

Early warning indicators include:

Attendance (5 or more absences of any type per grading period)

One or more suspension (in or out of school)

Excessive tardies (5 or more per grading period)

ELA/Math course failure

Level 1 FCAT score

Early warning system data can come from the following sources:

\*\*Core Curriculum (Tier 1) - Information format: DATA SOURCE: Database Management Systems: Person Responsible/Group Responsible.

FCAT RELEASED TESTS: School generated excel database; Reading Coach/Math Coach/AP.

BASELINE & YEAR DISTRICT ASSESSMENTS: Scantron Achievement Series; Leadership Team/PLCs/Individual teachers.

DISTRICT GENERATED ASSESSMENTS FROM THE OFFICE OF ASSESSMENT AND ACCOUNTABILITY (NAME THE ASSESSMENTS): Scantron Achievement Series; Data Wall, Dashboard; Leadership Team/PLCs/Individual teachers.

SUBJECT-SPECIFIC ASSESSMENTS GENERATED BY DISTRICT-LEVEL SUBJECT SUPERVISORS IN READING, LANGUAGE ARTS, MATH, WRITING, & SCIENCE (NAME THE ASSESSMENTS): Scantron Achievement Series, Data Wall, PLC Logs; Leadership Team/PLCs/Individual teachers.

FAIR: Progress Monitoring and Reporting Network (PMRN), IPT, Data Wall; Reading Coach/Reading Resource Teacher/Reading PLC Facilitator.

CELLA: Sagebrush (IPT); ELL/PSLT Representative.

TEACHERS' COMMON ASSESSMENTS ON UNITS OF INSTRUCTION/BIG IDEAS: PLC Database, PLC Logs; Individual teachers/Team Leaders/PLC Facilitators/Leadership Team Member.

DRA-2: School generated excel database; Individual teacher.

\*\*Supplemental/Intensive Instruction (Tiers 2 and 3) - Information format: DATA SOURCE: Database: Person Responsible/Group Responsible.

ASSESSMENTS DATA COLLECTED FROM EXTENDED LEARNING PROGRAMS: School generated excel database; Leadership Team/ELP Facilitator.

FAIR OPM: School generated excel database; Leadership Team/Reading Coach.

ONGOING ASSESSMENTS WITHIN INTENSIVE COURSES (Middle/High): Database provided by course materials (for courses that have one, e.g., Read 180), School generated excel database; Coaches.

CURRICULUM BASED MEASUREMENTS: easyCBM Reports; Leadership Team/PLCs, Individual Teachers, Reading Coaches.

RESEARCH-BASED COMPUTER-ASSISTED INSTRUCTIONAL PROGRAMS (e.g., iStation): Assessments included in computer-based programs; PLCs/Individual teachers/Reading coaches.

\*\*Engagement - Information format: DATA SOURCE: Database: Person Responsible/Group Responsible.

ATTENDANCE DATA (Absenteeism, Chronic Absenteeism, Truancy): District Databases: Reports on Demand, IPT, EASI; Attendance Clerk/Attendance Committee/PSLT/PLCs.

DISCIPLINE DATA (Out-of-school suspensions, in-school suspensions, ATOSS, Discipline Referrals): District Databases: Reports on Demand, IPT, EASI; PSLT/PLCs/Behavior Intervention Committee/PBS Team.

DROPOUT PREVENTION DATA (Withdrawal codes, academic outcomes, attendance, discipline data): District databases: Reports on Demand, IPT, EASI, Dashboard, Site generated early warning systems; PSLT/Dropout Prevention Specialist/PLCs/Guidance Counselors/Dropout Prevention Committee.

**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	3	4	5	
Attendance below 90 percent	9	31	28	17	29	21	135
One or more suspensions	0	5	0	7	6	6	24
Course failure in ELA or Math	0	0	0	0	0	0	
Level 1 on statewide assessment	3	5	2	7	40	31	88
	0	0	0	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	3	4	5	
Students exhibiting two or more indicators	3	5	1	7	21	9	46

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

The purpose of the core Leadership Team is to:

1. Review school-wide assessment data on an ongoing basis in order to identify instructional needs at all grade levels.
2. Support the implementation of high quality instructional practices at the core and intervention/enrichment (Tiers 2/3) levels.
3. Review ongoing progress monitoring data at the core to ensure fidelity of instruction and attainment of SIP goal(s) in curricular, behavioral, and attendance domains.
4. Communicate school-wide data to PLCs and facilitate problem solving within the content/grade level teams.

The Leadership team meets regularly (e.g., bi-weekly/monthly). Specific responsibilities include:

- Oversee the multi-layered model of instructional delivery (Tier 1/Core, Tier 2/Supplemental and Tier 3/Intensive)
- Create, manage and update the school resource map
- Ensure the master schedule incorporates allocated time for intervention support at all grade levels.
- Determine scheduling needs, and assist teacher teams in identifying research-based instructional materials and intervention resources at Tiers2/3
- Facilitate the implementation of specific programs (e.g., Extended Learning Programs during and after school; Saturday Academies) that provide intervention support to students identified through data sorts/chats conducted by the PLCs.
- Determine the school-wide professional development needs of faculty and staff and arrange trainings aligned with the SIP goals
- Organize and support systematic data collection (e.g., district and state assessments; during-the-grading period school assessments/checks for understanding; in-school surveys)
- Assist and monitor teacher use of SMART goals per unit of instruction. (data will be collected and analyzed by PLCs and reported to the Leadership Team/PSLT)
- Strengthen the Tier 1 (core curriculum) instruction through the:
  - o Implementation and support of PLCs
  - o Review of teacher/PLC core curriculum assessments/chapters tests/checks for understanding (data will be collected and analyzed by PLCs and reported to the Leadership Team/PSLT)
  - o Use of Common Core Assessments by teachers teaching the same grade/subject area/course (data will be collected and analyzed by PLCs and reported to the Leadership Team/PSLT)
  - o Implementation of research-based scientifically validated instructional strategies and/or

interventions. (as outlined in our SIP)

o Communication with major stakeholders (e.g., parents, business partners, etc.) regarding student outcomes through data summaries and conferences.

- On a monthly basis, assist in the evaluation of teacher fidelity data and student achievement data collected during the month.
- Support the planning, implementing, and evaluating the outcomes of supplemental and intensive interventions in conjunction with PLCs and Specialty PSLT.
- Work collaboratively with the PLCs in the implementation of the C-CIM (Core Continuous Improvement Model) on core curriculum material.
- Coordinate/collaborate/integrate with other working committees, such as the Literacy Leadership Team (which is charged with developing a plan for embedding/integrating reading and writing strategies across all other content areas).

## 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?

Yes

#### **PIP Link**

The school completes a Parental Involvement Plan (PIP), which is accessible through the Continuous Improvement Management System (CIMS) at <https://www.floridacims.org/documents/48469>.

#### **Description**

A PIP has been uploaded for this school or district - see the link above.

**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**

Many of our business partners are involved in our School Advisory Council (SAC), and can learn and understand about our school initiatives and associated needs in the school improvement plan. This is an ongoing and regular meeting time, which allows Yates to sustain such relationships.

## 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
Shields, Richard	Principal
Varnum, Lisa	Assistant Principal

#### **Duties**

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

The leadership team includes, for example:

- Principal
- Assistant Principal
- Guidance Counselor
- School Psychologist
- School Social Worker
- Academic Coaches (Reading, Math, etc. and other specialists on an ad hoc basis)
- ESE teacher
- PLC Liaisons for each grade level, K-5
- SAC Chair
- ELP Coordinator
- ELL Representative
- Attendance Committee Representative
- Behavior team Representative/Behavior Specialist/Coach

(Note that not all members attend every meeting, but are invited based on the goals and purpose of the meeting)

**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**

At the end and beginning of each year, schools take an inventory of resources, including materials, staff and allocation of funds for their building to determine the necessary resource materials and personnel available to meet the needs of their students. The leadership team/PSLT develops a resource map to identify gaps in resources and to ensure resources are available and allocated across the building for use by all grade levels and teachers.

To ensure teacher support systems and small group and individual needs are met, the Problem Solving Leadership Team (PSLT):

1. Review school-wide assessment data on an ongoing basis in order to identify instructional needs across the school and all grade levels.
2. Support the implementation of high quality instructional practices during core and intervention blocks.
3. Review progress monitoring data at the core to ensure fidelity of instruction and attainment of SIP goal(s) in curricular, behavioral, and attendance domains.
4. Communicate school-wide data to PLCs and facilitate problem solving within the content/grade level teams.

The PSLT meets regularly (e.g., bi-weekly/monthly) The PSLT meeting calendar is structured around the district's assessment calendar to ensure there are opportunities to review assessment outcome data and engage in the problem solving process for appropriate data-driven decisions. The members on the team include administrator(s), guidance counselor(s), school psychologist, ESE specialist, content area coaches/specialists, PLC liaisons, and other school personnel as needed.

To build capacity multi-tiered system of instructional delivery (Tier 1/Core, Tier 2/Supplemental and Tier 3/Intensive), the PSLT:

- Supports school teams with creating, managing and updating the school's resource maps for academic and non-academic areas.
- Ensures the master schedule incorporates allocated time for intervention support at all grade levels and assist teacher teams in identifying evidence-based strategies and materials for intervention delivery.
- Coordinates data sorts at the beginning of each year to identify students in need of enrichment,

remediation and intervention support at each tier.

- Facilitates the implementation of specific programs (e.g., Extended Learning Programs during and after school; Saturday Academies) that provide support to students in need of remediation of core skills.
- Determines the school-wide professional development needs of faculty and staff and arrange trainings aligned with the SIP goals.
- Organizes and support systematic data collection (e.g., universal screenings, formative, ongoing progress monitoring and summative data).
- Assists and monitor teacher use of SMART goals for core instruction and intervention groups. (data will be collected and analyzed by PLCs and reported to the PSLT)
- Strengthen Tier 1 core instruction by:
  - o Implementing evidence-based instructional strategies and/or interventions. (as outlined in the SIP)
  - o Supporting PLCs with planning and delivering rigorous core instruction.
  - o Ensuring opportunities for common assessments are provided across each grade level.
  - o Reviewing common assessment data to monitor students Response to Core Instruction.
  - o Monitoring the fidelity of instructional practices.

The HCPS Fidelity of MTSS-Rtl Practices Rubric (found on the Rtl icon) will be used to evaluate the schools implementation of MTSS practices. The rubric is broken into 4 domains (Administrative Support, Tier 1 Practices, Tier 2 Practices, and Tier 3 Practices). Each domain has 5-7 items are rated on the scale below:

Not Evident (0) – the PSLT indicates that the school has not implemented/engaged in MTSS practices on an identified item.

Developing (1) – the PSLT indicates that the school has implemented/engaged in MTSS practices but no documented evidence exists to support the specified item.

Operational (2) – The PSLT indicates that the school has implemented/engaged in MTSS practices but the documented evidence and data does align with or support the specified item.

Exemplary (3) – the PSLT indicates that the school has implemented/engaged in MTSS practices and the documented evidence clearly aligns with and supports the specified items

Federal, state, and local funds, services, and programs will be coordinated and integrated in the school, including Title I, Part A; Title I, Part C Migrant; Title I, Part D; Title II; Title III; Title VI, Part B; Title X Homeless; Supplemental Academic Instruction (SAI); violence prevention programs; nutrition programs; housing programs; Head Start; adult education; CTE; and job training as applicable.

Title I, Part A

Services are provided to ensure students who need additional remediation are provided support through: after-school, Saturday School and summer programs, quality teachers through professional development, content resource teachers, and mentors.

Title I, Part C- Migrant

The migrant advocate provides services and support to students and parents. The advocate works with teachers and other programs to ensure that the migrant students' needs are being met.

Title I, Part D

The district receives funds to support the Alternative Education Program which provides transition services from alternative education to school of choice

Title II

The district receives funds for staff development to increase student achievement through teacher training. In addition, the funds are utilized in the Salary Differential Program at Renaissance Schools.

Title III

Services are provided through the district for educational materials and ELL district supported services to improve the education of immigrant and English Language Learners

Title X- Homeless

Supplemental Academic Instruction (SAI)

SAI funds will be coordinated with the Title I funds to provide summer school, reading coaches, and extended learning opportunity programs.

Violence Prevention Programs

NA

Nutrition Programs

NA

Housing Programs

NA

Headstart

We utilize information from students in Head Start to transition into Kindergarten.

Adult Education

NA

Career and Technical Education

The career and technical support is specific to each school site in which funds can be utilized, in a specific program, within Title I regulations.

Job Training

Job training support is specific to each school site in which funds can be utilized, in a specific program, within Title I regulations.

### School Advisory Council (SAC)

#### Membership

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

Name	Stakeholder Group
Lori Flynn	Teacher
Cathy Haynes	Teacher
Vivian Rothstein	Teacher
Dolores Bailey	Education Support Employee
Brigit Gonzalez-Wilder	Business/Community
Marie Hammond	Business/Community
Yedesdes Bitew	Parent
Kizuwanda Everett	Parent
Mia Dorton	Parent
Brenda Williams	Parent
Catherine Walden	Business/Community

#### 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*

In partnership with the School Leadership Team, the SAC will analyze and assess all pertinent school data that affects student achievement, and evaluate progress towards meeting the prior year's school improvement goal(s). That analysis will then guide the development of this year's SIP.

##### *Development of this school improvement plan*

In partnership with the School Leadership Team, the SAC will analyze and assess all pertinent school data that affects student achievement, and identify deficiencies that need to be targeted by instructional staff and identify barriers and associated strategies to overcome barriers to meet school improvement goals. Once completed with faculty involvement, the SAC Chair and Administration will inform SAC members on the initial school improvement plan for approval. Faculty will also meet to

approve the initial version of the school improvement plan. Once the initial version of the school improvement plan is created, the plan is revisited throughout the school year as data is presented and activities are met with fidelity.

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

SAC submits a budget within the SIP to support strategy implementation and/or professional development.

In the event that the state does not allocate SAC funds to schools, the district may elect to allocate district dollars to schools to support SIP goals. If and when they become available, schools will be notified of the allocation by the Business Division. An initial allocation of 90% is based on the average un-weighted FTE from the prior year. The second allocation is based on the current year's average un-weighted FTE minus the amount initially allocated. The second allocation usually falls in the month of March. Schools are notified by the Business Division when the first and second allocations have been completed.

The law encourages each local SAC to design their own budget (without infringement at the district level) in order to carry out the school improvement process in their school. Subject to the following restrictions, the law does not set any limitations on how the money can be spent. The principal may not override the recommendation of the SAC. Funds may not be used for capital improvement. Funds may not be used for any project or program that has a duration of more than one year. However, a program or project formerly funded may receive funds in a subsequent year. The SAC is responsible for determining how funds will be appropriated. The SAC must vote on each item in the budget.

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

The school improvement funds were allocated for many initiatives based upon last year's school improvement plan. With the implementation of Common Core State Standards, most of our budget was spent on student and teacher resources to support these new standards. For both Math and Reading CCSS support, Yates Elementary spent \$955. Supporting our thread in our school improvement plan of integrating Webb's Depth of Knowledge into our curriculum resources, our school spent approximately \$286 on this initiative. Last, student achievement and empowerment and the associated recognition was an initiative for our school, with a budget of \$767.

***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*

We are continuing to recruit SAC members. Additional notifications have been sent home via the school newsletter and/or flyers.

**Literacy Leadership Team (LLT)**

**Membership**

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

Name	Title
Shields, Richard	Principal
Varnum, Lisa	Assistant Principal

**Duties**

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



The LLT (transitioning to an Instructional Leadership Team model) is a subset of the Problem Solving Leadership Team. The team provides leadership for the implementation of the goals, strategies, and actions steps related reading and writing on the SIP. Members include:

Principal  
Assistant Principal  
Reading Coach/Resource Teacher  
ESE Teacher  
ELL Representative  
Grade Level Representatives

The principal is the LLT (ILT) chairperson. The reading coach is a member of the team and provides extensive expertise in data analysis and reading/writing instruction in all content areas. The LLT (ILT) is grounded in a shared or distributive leadership model where content teachers, the reading coach, instructional support staff, and the principal all participate equally in the decision-making process based on the team's review of data and its application to the specific SIP reading and writing goals focus.

The LLT (ILT) members monitors reading/writing data, identifies school-wide and individual teachers' reading/writing-focused instructional strengths and weaknesses, and creates a professional development plan to support identified instructional needs in conjunction with the Problem Solving Leadership team's support plan. Additionally the principal ensures that time is provided for the LLT ILT to collaborate and share information with all site stakeholders including other administrators, teachers, staff members, parents and students.

## 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**

Schools Build a Collaborative Culture Through Regularly Scheduled PLC Meetings

Core Beliefs:

- No school can help all students achieve at high levels if teachers work in isolation.
- Schools improve when teachers are given the time and support to work together to clarify essential student learning, develop common assessments for learning, analyze evidence of student learning, and use that evidence to learn from one another.
- PLCs measure their effectiveness on the basis of results rather than intentions.
- All programs, policies, and practices are continually assessed on the basis of their impact on student learning.
- All staff members receive relevant and timely information on their effectiveness in achieving intended results.
- PLC meetings will be regularly scheduled.

Essential Characteristics of a PLC

- Shared mission, vision, values, goals
- Educators in a PLC benefit from clarity regarding their shared purpose, a common understanding of the school they are trying to create, collective communities to help move the school in the desired direction, and specific, measurable, attainable, results-oriented, and time-bound (SMART) goals to mark their progress.
- Collaborative teams focused on learning
- In a PLC, educators work together interdependently in collaborative teams to achieve common goals for which they are mutually accountable. The structure of the school is aligned to ensure teams are provided the time and support essential to adult learning.
- Collective inquiry
- Teams in a PLC relentlessly question the status quo, seek new methods of teaching and learning, test the methods, and then reflect on the results. Building shared knowledge of both current reality and best

practice is an essential part of each team's decision-making process.

- Action orientation and experimentation
- Members of a PLC constantly turn their learning and insights into action. They recognize the importance of engagement and experience in learning and in testing new ideas. They learn by doing.
- Commitment to Continuous improvement
- Not content with the status quo, members of a PLC constantly seek better ways to achieve mutual goals and accomplish their fundamental purpose of learning for all. All teams engage in an ongoing cycle of:
  - § Gathering evidence of current levels of student learning
  - § Developing strategies and ideas to build on strengths and address weaknesses in that learning
  - § Implementing the strategies and ideas
  - § Analyzing the impact of the changes to discover what was effective and what was not
  - § Applying the new knowledge in the next cycle of continuous improvement
- Results orientation
- Educators in a PLC assess their efforts on the basis of tangible results.

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

Teacher Interview Day and Recruitment Fairs occur in June under the oversight of Human Resources. All applicants must be pre-approved by the District to attend these events. SDHC is implementing the Empowering Effective Teachers (EET) initiative, which awards salary increases to all teachers based on sustained performance. Performance levels are tied to a 3-year average of value added measures. The teacher evaluation is based on that value added, along with peer/mentor evaluation data and principal/administration evaluation data. PLCs and the District's Mentoring program for new teachers are essential for teacher retention.

The Salary Differential program for identified high needs Title I schools helps to recruit and retain high quality teachers. All new hires must be approved by the District. This program requires teachers to be rated in the "good to excellent" range, be highly qualified for their position, and to have completed, signed and implemented an Individualized Professional Development Plan (IPDP).

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

Within our school, we provide teacher mentoring with paired educators of the same grade level or position for all teachers new to our school, regardless of tenure with the district. During preplanning, the mentoring activities begin with a course on Yates Elementary policies and procedures, as well as staff introductions to provide a high level of support to our new employees. Throughout the school year, the mentees receive support from the mentor and grade-level team with planning and data analysis.

## **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***

Hillsborough County Public Schools use state-adopted standards as the foundation for content area instruction. Florida adopted Common Core State Standards in mathematics, language arts, and literacy in history/social studies, science, and technical subjects in July 2010, which were fully implemented in 2013-14. The Common Core (CC) standards may be accessed at: [http://www.cpalms.org/Standards/Common\\_Core\\_Standards.aspx](http://www.cpalms.org/Standards/Common_Core_Standards.aspx). These standards describe the

level of student achievement for which the state will hold schools accountable for students' learning. The domains, strands, standards, and benchmarks which comprise the Florida Standards are authorized by Section 1003.41, F.S., and are adopted by the State Board of Education (SBE). Rule 6A-1.09401, FAC, requires public schools to provide appropriate instruction to assist students in the achievement of these standards. Section 1008.25, F.S., requires each district school board to incorporate the Florida Standards into the district student progression plan.

The benchmarks are in the subject areas of mathematics beyond college and career ready (calculus, discrete mathematics, and financial literacy), science, social studies, the arts (dance, music, theatre, and visual arts), health education, physical education, world languages, gifted education and special education skills.

HCPS has, as required by state statute, adopted a comprehensive plan for student progression, which includes standards for evaluating each student's performance, including mastery of the Florida Standards. The plan also provides specific levels of performance in reading, writing, science, and mathematics at each grade level that includes the levels of performance on statewide assessments (as established by the Commissioner) at which a student must receive remediation or be retained.

The HCPS pupil progression plan can be viewed at: <http://www.sdhc.k12.fl.us/instruction/StudentProgressionPlan/index.asp>.

Pursuant to State law, HCPS Board policies require purchasing current instructional materials so that each student has a textbook or other instructional materials as a major tool of instruction in core courses of the appropriate subject areas of mathematics, language arts, science, social studies, reading, and literature for grades K-12. The primary objective of such instructional materials shall be to enrich, support, and implement the educational program of the school. These purchases shall be for instructional materials included on the State-adopted list, except as otherwise provided in State law, and shall be made within the first two years of the adoption cycle. The primary objective of such instructional materials shall be to enrich, support, and implement the educational program of the school.

### 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***

HCPS utilizes Problem-Solving and Response to Instruction/Intervention/Multi-tiered Systems of Support Framework as defined by Florida.

PS-RtI/MTSS is the practice of providing high-quality instruction and intervention matched to student needs using learning rate over time and level of performance to make important instructional decisions. PS-RtI/MTSS involves the systematic use of assessment data to most efficiently allocate resources in order to improve learning for all students. To ensure efficient use of resources, schools begin with the identification of trends and patterns using school-wide and grade-level data. Students who need instructional intervention beyond what is provided universally for positive behavior or academic content areas are provided with targeted, supplemental interventions delivered individually or in small groups at increasing levels of intensity.

The RtI/MTSS framework is characterized by a continuum of academic and behavior supports reflecting the need for students to have fluid access to instruction of varying intensity levels. Three tiers describe the level and intensity of the instruction/interventions provided across the continuum. The three tiers are not, conversely, used to describe categories of students or specific instructional programs. The three tiers are characterized as follows:

Tier 1: Core Universal Instruction and Supports – General academic and behavior instruction and support designed and differentiated for all students in all settings

Tier 2: Targeted Supplemental Interventions and Supports – More focused, targeted instruction/intervention and supplemental support in addition to and aligned with the core academic and behavior curriculum and instruction

Tier 3: Intensive Individualized Interventions and Supports – The most intense (increased time,

narrowed focus, reduced group size) instruction and intervention based upon individual student need provided in addition to and aligned with core and supplemental academic and behavior, curriculum, instruction, and supports

The problem-solving process is critical to making the instructional adjustments needed for continual improvement in both student level of performance and rate of progress and is critical for assessing (through students' response) the effectiveness of the instruction/interventions provided. Throughout the continuum of instruction and intervention, problem solving is used to match instructional resources to educational need. Teams continue to engage in problem solving to ensure that student success is achieved and maintained. The four critical parts of the on-going problem-solving cycle as a consistent way of work for teams are as follows:

I. Define the problem by determining the difference between what is expected and what is occurring. Ask, "What specifically do we want students to know and be able to do when compared to what they do know and are able to do?" When engaged in problem solving at the individual student level, the team should strive for accuracy by asking, "What exactly is the problem?"

II. Analyze the problem using data to determine why the issue is occurring. Generate hypotheses (reasons why students are not meeting performance goals) founded in evidence-based content area knowledge, alterable variables, and instructionally relevant domains. Gather assessment data to determine valid/non-valid hypotheses. Link validated hypotheses to instruction/intervention so that hypotheses will lead to evidence-based instructional decisions. Ask, "Why is/are the desired goal(s) not occurring? What are the barriers to the student(s) doing and knowing what is expected?" Design or select instruction to directly address those barriers.

III. Develop and implement a plan driven by the results of the team's problem analysis by establishing a performance goal for the group of students or the individual student and developing an intervention plan to achieve the goal. Then delineate how the student's or group of students' progress will be monitored and implementation integrity will be supported. Ask, "What are we going to do?"

IV. Measure response to instruction/interventions by using data gathered from progress monitoring at agreed upon intervals to evaluate the effectiveness of the intervention plan based on the student's or group of students' response to the intervention. Progress-monitoring data should directly reflect the targeted skill(s). Ask, "Is it working? If not, how will the instruction/intervention plan be adjusted to better support the student's or group of students' progress?" Team discussion centers on how to maintain or better enable learning for the student(s).

HCPS offers a variety of programs designed to meet the diverse needs of students. In Elementary School these supplemental and enrichment programs include additional time in small teacher-guided groups, computer aided interventions (i.e. iStation, FASTT Math, Dimension U), Extended Learning Time, extended year programs, tutorial support, Math Bowl, Economics Bowl, Tivitz, Fine Arts Festival, Speech Contest, myOn Reader, Battle of the Books, Science Olympics, Magnet Programs, Hillsborough Robots Challenge, and Geography Bee. In Middle and High Schools, these supplemental and enrichment programs include SpringBoard reading support, computer aided interventions (myOn reader, Dimension U), Tutorial support, Robotics, Science Olympiad, AVID, Advanced Placement, IB, Dual Enrollment, Grade Enhancement Courses, Career Pathways, Program Completers, Industry Certifications, Magnet Programs, credit recovery, and extended year programs.

***Provide the following information for each strategy the school uses to increase the amount and quality of learning time and help enrich and accelerate the curriculum:***

**Strategy:** Extended School Day

**Minutes added to school year:** 2,250

Students will receive targeted instruction in areas of deficit in math for approximately 6 weeks prior to the end of the calendar year, and 9 weeks after the new calendar year begins at 2.5 hours per week.

### **Strategy Rationale**

The extended school day program will allow students in Tier 2 and Tier 3 math interventions to receive differentiated instruction without loss of instruction in core curriculum.

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

- Core Academic Instruction

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

Varnum, Lisa, [lisa.varnum@sdhc.k12.fl.us](mailto:lisa.varnum@sdhc.k12.fl.us)

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

i-Ready diagnostic reports will be collected on students in the extended school day program, and analyzed for growth patterns and effectiveness of instruction.

## **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**

In Hillsborough County Public schools, all kindergarten children are assessed for Kindergarten Readiness using the FLKRS (Florida Kindergarten Readiness Screener.) This state-selected assessment contains a subset of the Early Childhood Observation System and the first two measures of the Florida Assessments in Reading (FAIR). The instruments used in the screening are based upon the Florida Voluntary Prekindergarten (VPK) Education Standards. Parents are provided with a letter from the Commissioner of Education, explaining the assessments. Teachers will meet with parents after the assessments have been completed to review student performance. Data from the FAIR will be used to assist teachers in creating homogeneous groupings for small group reading instruction. Children entering Kindergarten may have benefited from the Hillsborough County Public Schools' Voluntary Prekindergarten Program. This program is offered at elementary schools in the summer and during the school year in selected Head Start classrooms and as a blended program in several Early Exceptional Learning Program (EELP) classrooms. Starting in the 2012-2013 school year, students in the VPK program were given the state-created VPK Assessment that looks at Print Knowledge, Phonological Awareness, Mathematics and Oral Language/Vocabulary. This assessment continues to be administered at the start and end of the VPK program. A copy of these assessments are mailed to the school in which the child is registered for kindergarten, enabling the child's teacher to have a better understanding of the child's abilities from the first day of school. Parent Involvement events for Transitioning Children into Kindergarten include Kindergarten Round-Up. This event provides parents with an opportunity to meet the teachers and hear about the academic program. Parents are encouraged to complete the school registration procedure at this time to ensure that the child is able to start school on time.

SEE: HCPS Pupil Progression Plan

Students are programmed & scheduled appropriately through clear communication with feeder schools, utilizing district scheduling guidelines, At-Risk lists, and early warning systems based on a student's need for support.

School based Spring and Summer orientation programs include: elective fairs, school visits, open houses, parent and student information meetings, magnet information sessions and district Career and College Nights.

High Schools hold ongoing articulations between and amongst feeder schools to best assist with the transition into 9th grade, through vertical planning sessions with feeder school departments, ESE, ELL, AVID, and magnet articulation amongst schools.

Hillsborough County Public Schools offers numerous summer camp offerings, including AVID/GAP camps, IB camps, Transition, band and athletic camps.

## 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***

Annually the school will hold elective fairs with present and incoming students. Based on interest, we will establish Course Selection Sheets and courses offerings to best meet their needs. The Guidance Department, ESE Specialist, AVID Coordinator, Department Heads, teachers and APCs will then articulate with feeder schools and assist students in signing up for courses and programs based on their Automatic Course Requests and their individual interests. School Counselors will visit classes to review the curriculum guide and course descriptions. They will distribute Course Selection Sheets and provide information about selecting courses for the following school year. These Course Selection Sheets are then sent home for parent review and signature.

On an annual basis, the school will review new course offerings at the state and district level to continue to offer rigorous and relevant coursework and to meet the State Standards.

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

Courses and coursework are established in Professional Learning Communities, Advanced Placement, IB, Dual Enrollment, Career Themed Courses, Career Pathways, Program Completers, the Magnet Programs and AVID classes to help students see the relationships both cross-curricular and within subjects to establish relevance to a student's future. Many of these programs help guide and establish a student for postsecondary readiness (Industry Certifications, college credit, job skills, etc).

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

Courses and coursework are established in Professional Learning Communities, Advanced Placement, IB, Dual Enrollment, Career Themed Courses, Career Pathways, Program Completers, the Magnet Programs and AVID classes to help students see the relationships both cross-curricular and within subjects to establish relevance to a student's future. Many of these programs help guide and establish a student for postsecondary readiness (Industry Certifications, college credit, job skills, etc).

### ***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***

District-Level

The Career and Technical Education (CTE) Department provides our counselors with the Programs of Study to help guide students with their educational pathway. The Program of Study maps out the courses and timeline for students to be program completers and successfully transition to

postsecondary institutions.

Our district provides a variety of opportunities for students to learn about career pathways at postsecondary institutions through programs such as:

- Amazing Race -Provides 12th grade students an opportunity to gather enrollment requirements, scholarship opportunities and program offerings for incoming college freshmen
- Hi-TEC Trek - Provides 11th graders with an opportunity to explore Hillsborough County's postsecondary technical centers career and program opportunities.
- Wings of Imagination – Provides rising 10th grade girls with the opportunity to explore AS degree programs offered through Hillsborough Community College.
- College and Career Connections – Provides Career and Technical Education teachers, middle and high school counselors the opportunity to visit the four Hillsborough HiTEC centers and five HCC Campuses.

Additionally, the Hillsborough County Career Pathways Consortium coordinates articulation agreements to provide Career and Technical Education Program Completers with free credit at postsecondary institutions across the state of Florida.

#### School-Level

Students may participate in the following:

- Using SAI funds, Saturday SAT and ACT prep classes are offered. Information regarding SAT and ACT prep classes and testing dates will be provided to students and parents.
- All juniors will participate in the SAT School-Day. Utilizing test preparation and SAT online to prepare prior to the free SAT opportunities. Other additional free SAT opportunities are available to juniors to take the SAT.
- College Visits - Various college representatives visit school sites to share information about their specific colleges or universities with students.
- ASVAB - Students interested in possibly enlisting in the military are given an opportunity to take this aptitude test.
- Hi-TEC Centers Field Trip - Students will be given the opportunity to visit multiple centers and learn more about the programs offered at these technical schools.
- USF Senior Access Day - Disadvantaged and underrepresented students are invited to visit USF and learn about careers in various health professions.
- Ready to Work - Students in 12th grade have the opportunity to complete three assessments in the areas of math, reading and interpreting data on the computer in the Success Center. After completing the assessments students are sent a certificate that indicates their scores and the correlating skills. The students then show this certificate to an employer when applying for a job, which makes them more marketable.
- Senior Night - All seniors and their parents are encouraged to attend senior night, where they receive the senior handbook and counselors share valuable information about the senior year. This includes postsecondary information, a timeline of what seniors should be doing during the course of the year, SAT/ACT test dates, etc.
- Junior Night - Juniors and their parents are presented with important information about postsecondary planning, a timeline of what they should be doing during the course of the year, SAT/ACT test dates, etc.
- Through the AVID program, students are engaged in on-going college readiness activities.
- College Night – The district offers four college nights throughout the county for students to speak directly with over 100 college and university representatives.
- All targeted juniors take the PERT. Based on the results, students are placed in college readiness coursework to prepare for college entrance and college level coursework.
- Financial Aid Night- The district offers eight financial aid nights for students and parents to understand the financial aid process, Bright Futures and state/local scholarship process.
- Pasos al Futuro- The district offers several Pasos al Futuro events throughout the school year for English Language Learners and Spanish speaking families by facilitating a comprehensive presentation that intends to demystify the college planning, admission and financial aid process for students and their families.

- Guidmii- is a web-based academic planning tool available for middle and high school students. The Guidmii platform enables secondary students and parents to develop a roadmap to college and career readiness. Students and parents can view the student's academic options, track high school graduation requirements, obtain information regarding Bright Futures, scholarships, and college admissions information.



## 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.** Student achievement will increase through routine analysis of research-based diagnostic tools which will drive Tier 2 and Tier 3 action plans for student academic needs.

## 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.** Student achievement will increase through routine analysis of research-based diagnostic tools which will drive Tier 2 and Tier 3 action plans for student academic needs. 1a

G045389

**Targets Supported** 1b

Indicator	Annual Target
AMO Math - African American	53.0
AMO Math - ED	59.0
AMO Math - ELL	56.0
AMO Math - SWD	46.0

**Resources Available to Support the Goal** 2

- Webb's Depth of Knowledge (EQ)
- Active Thinking Journals
- Primary and Intermediate Math Action Plan Data
- In-House Training by District Math Coach
- i-Ready Math Online Diagnostic Tool & Online Differentiation Student Tutorial
- Observations/Walk-Throughs by Administration and District Personnel
- District-level Training (MEATY Math, Powerful Planning, etc.)
- PLC Data Analysis of Student Performance using Item Analysis Tool
- Daily Grade-level Intervention Plans to Address Student Deficiencies
- Grade-level PSLT Collaboration to Support Tier 2 and Tier 3 Math Plans
- Response to Intervention Assessments - i-Ready Math
- Math Contact Attends Monthly District Updates and Facilitates Vertical Math PLC
- Reading Resource Teacher Supports Comprehension of Math Word Problems

**Targeted Barriers to Achieving the Goal** 3

- Implementation of the Math Florida Standards with effective instructional practices.
- Student Motivation and Foundational Skilled Deficits
- MTSS scheduled into the master list of curriculum for mathematics too include 60 to 90 minutes per week per child for i-ready on-line tutorial.

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

FSA Math Results, i-Ready Math Diagnostic Assessments and i-Ready Student Tutorial Logs.

**Person Responsible**

Lisa Varnum

**Schedule**

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

**Evidence of Completion**

Printed reports and logs from i-Ready Math.

## 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.** Student achievement will increase through routine analysis of research-based diagnostic tools which will drive Tier 2 and Tier 3 action plans for student academic needs. **1**

 G045389

**G1.B3** Implementation of the Math Florida Standards with effective instructional practices. **2**

 B119257

**G1.B3.S1** Teachers will unpack the Math Florida Standards and develop lesson plans that incorporate instructional strategies and activities considered to be best practice. **4**

 S134567

### Strategy Rationale

The Florida Standards are in their first full year of implementation in elementary school and teachers need to become more familiar with them.

### Action Step 1 **5**

Team planning utilizing Math Global Concept Guides and district-created powerful lesson planning tool to develop appropriate lesson activities and strategies for each math strand.

### Person Responsible

Lisa Varnum

### Schedule

Biweekly, from 8/11/2014 to 6/5/2015

### Evidence of Completion

Administration Walkthroughs of participation of team planning; Evidence of Teacher Lesson Plans; Periodic review of teacher submission of powerful lesson planning tool.

**Action Step 2** 5

Training to provide direction to instructional staff on instructional practices.

**Person Responsible**

Richard Shields

**Schedule**

Every 6 Weeks, from 8/11/2014 to 5/29/2015

***Evidence of Completion***

Sign-in sheets to collect attendance data.

**Action Step 3** 5

Individual, grade-level, and school-wide observations conducted by Administration and district personnel to drive professional learning discussions and identify professional development needs.

**Person Responsible**

Richard Shields

**Schedule**

Every 6 Weeks, from 9/17/2014 to 5/29/2015

***Evidence of Completion***

Math walkthrough forms; Anecdotal records of teacher conferences; Empowering effective teacher observations.

**Action Step 4** 5

Provide opportunities for Instructional personnel to observe peers.

**Person Responsible**

Richard Shields

**Schedule**

On 2/6/2015

***Evidence of Completion***

Peer coaching form completed during peer observation.

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

Grade-level RtI Facilitator and the Leadership Team for PSLT will monitor fidelity of Tier 2 and Tier 3 Plans

**Person Responsible**

Lisa Varnum

**Schedule**

Monthly, from 10/17/2014 to 5/29/2015

***Evidence of Completion***

Facilitator and PSLT Documentation

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

Individual, grade-level, and school-wide observations.

**Person Responsible**

Richard Shields

**Schedule**

Monthly, from 10/17/2014 to 5/29/2015


***Evidence of Completion***

Completion of math walkthrough forms.

**G1.B6 Student Motivation and Foundational Skilled Deficits** 2

 B122581

**G1.B6.S1** Students will be engaged and persevere with targeted deficits in math. 4

 S134724

**Strategy Rationale**

2013 FCAT and SAT10 scores indicate that students struggle with foundational skills in Math.

**Action Step 1** 5

Diagnostic assessments are administered periodically to determine overall grade-level needs. Grade-levels develop homework and/or bellwork to address misconceptions.

**Person Responsible**

Lisa Varnum

**Schedule**

Quarterly, from 10/6/2014 to 4/24/2015

**Evidence of Completion**

i-Ready Math printed documentation; Grade levels will submit monthly bellwork calendars.

**Action Step 2** 5

Tier 2 and Tier 3 Math plans will be developed based upon individual student needs.

**Person Responsible**

Richard Shields

**Schedule**

Every 2 Months, from 11/3/2014 to 5/29/2015

**Evidence of Completion**

i-Ready Math printed documentation; PSLT Logs

**Action Step 3** 5

Small group instruction based upon teacher assessment during whole group instruction.

**Person Responsible**

Lisa Varnum

**Schedule**

Daily, from 8/19/2014 to 5/29/2015

***Evidence of Completion***

Administration Walkthroughs and Formal Observations

**Action Step 4** 5

**Person Responsible**

**Schedule**

***Evidence of Completion***

**Action Step 5** 5

Identify and purchase research-based math curriculum to address student deficiencies.

**Person Responsible**

Lori Flynn

**Schedule**

On 5/15/2015

***Evidence of Completion***

Collections of materials reviewed and purchase order documentation.

**Action Step 6** 5

Math homework will emphasize review of previously-taught math concepts versus new math instruction.

**Person Responsible**

Lisa Varnum

**Schedule**

Weekly, from 9/30/2014 to 5/29/2015

***Evidence of Completion***

Review of student agendas.

**Action Step 7** 5

Monthly, quarterly, and bi-annually student incentives provided for students most improved, showing persistence, or meeting personal goals.

**Person Responsible**

Lori Flynn

**Schedule**

On 5/20/2015

***Evidence of Completion***

Purchase order documentation and event programs.

**Plan to Monitor Fidelity of Implementation of G1.B6.S1** 6

Teachers will run reports to determine student time on task on i-Ready Math.

**Person Responsible**

Richard Shields

**Schedule**

Monthly, from 11/3/2014 to 5/29/2015

***Evidence of Completion***

i-Ready Documentation



**Plan to Monitor Effectiveness of Implementation of G1.B6.S1 7**

Teachers, Grade-levels, and Leadership Team will review student data from i-Ready Math.

**Person Responsible**

Richard Shields

**Schedule**

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


**Evidence of Completion**

Detailed student reports from i-Ready Math, including student progress and contact time logs.

**G1.B7** MTSS scheduled into the master list of curriculum for mathematics too include 60 to 90 minutes per week per child for i-ready on-line tutorial. 2

 B122582

**G1.B7.S1** Leadership team will problem solve the incorporation of tier 2/tier 3 math interventions into the master schedule of curriculum. 4

 S134730

**Strategy Rationale**

Currently, no emphasis exists for Tier 2 and Tier 3 supports for Math in the Master Schedule of Curriculum.

**Action Step 1 5**

Survey teachers for ideas to incorporate Math Tier 2 & Tier 3 intervention times.

**Person Responsible**

Lisa Varnum

**Schedule**

On 10/14/2014

**Evidence of Completion**

Copy of the survey and results.

**Action Step 2** 5

Problem-solve intervention scheduling for math Tier 2 & Tier 3 with grade-level facilitators and Leadership Team.

**Person Responsible**

Richard Shields

**Schedule**

On 10/27/2014

**Evidence of Completion**

PSLT Log.

**Action Step 3** 5

Administration to discuss in-area small group strategies used at other elementary schools for Tier 2 & Tier 3 Math.

**Person Responsible**

Richard Shields

**Schedule**

Monthly, from 10/1/2014 to 6/5/2015

**Evidence of Completion**

Anecdotal records.

**Plan to Monitor Fidelity of Implementation of G1.B7.S1** 6

Updated Master List of Curriculum incorporating Math Tier 2 and Tier 3 Intervention Times.

**Person Responsible**

Lisa Varnum

**Schedule**

On 11/3/2014

**Evidence of Completion**

Printed copy of the Updated Master List of Curriculum; Fidelity and attendance logs of Math Tier 2 & Tier 3 students.

**Plan to Monitor Effectiveness of Implementation of G1.B7.S1 7**

Survey the instructional staff to determine if there is seamless integration of Tier 2 & Tier 3 Math schedule.

**Person Responsible**

Lisa Varnum

**Schedule**

On 12/5/2014

**Evidence of Completion**

Survey results will be reported to the staff at a faculty meeting, based upon likert scale from 0 to 5.

**Appendix 1: Implementation Timeline**

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

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/End Date
G1.B3.S1.A1	Team planning utilizing Math Global Concept Guides and district-created powerful lesson planning tool to develop appropriate lesson activities and strategies for each math strand.	Varnum, Lisa	8/11/2014	Administration Walkthroughs of participation of team planning; Evidence of Teacher Lesson Plans; Periodic review of teacher submission of powerful lesson planning tool.	6/5/2015 biweekly
G1.B6.S1.A1	Diagnostic assessments are administered periodically to determine overall grade-level needs. Grade-levels develop homework and/or bellwork to address misconceptions.	Varnum, Lisa	10/6/2014	i-Ready Math printed documentation; Grade levels will submit monthly bellwork calendars.	4/24/2015 quarterly
G1.B7.S1.A1	Survey teachers for ideas to incorporate Math Tier 2 & Tier 3 intervention times.	Varnum, Lisa	10/10/2014	Copy of the survey and results.	10/14/2014 one-time
G1.B3.S1.A2	Training to provide direction to instructional staff on instructional practices.	Shields, Richard	8/11/2014	Sign-in sheets to collect attendance data.	5/29/2015 every-6-weeks
G1.B6.S1.A2	Tier 2 and Tier 3 Math plans will be developed based upon individual student needs.	Shields, Richard	11/3/2014	i-Ready Math printed documentation; PSLT Logs	5/29/2015 every-2-months
G1.B7.S1.A2	Problem-solve intervention scheduling for math Tier 2 & Tier 3 with grade-level facilitators and Leadership Team.	Shields, Richard	10/21/2014	PSLT Log.	10/27/2014 one-time
G1.B3.S1.A3	Individual, grade-level, and school-wide observations conducted by Administration and district personnel to drive professional learning discussions and identify professional development needs.	Shields, Richard	9/17/2014	Math walkthrough forms; Anecdotal records of teacher conferences; Empowering effective teacher observations.	5/29/2015 every-6-weeks
G1.B6.S1.A3	Small group instruction based upon teacher assessment during whole group instruction.	Varnum, Lisa	8/19/2014	Administration Walkthroughs and Formal Observations	5/29/2015 daily
G1.B7.S1.A3	Administration to discuss in-area small group strategies used at other elementary schools for Tier 2 & Tier 3 Math.	Shields, Richard	10/1/2014	Anecdotal records.	6/5/2015 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
G1.B3.S1.A4	Provide opportunities for Instructional personnel to observe peers.	Shields, Richard	10/17/2014	Peer coaching form completed during peer observation.	2/6/2015 one-time
G1.B6.S1.A4	[no content entered]			one-time	
G1.B6.S1.A5	Identify and purchase research-based math curriculum to address student deficiencies.	Flynn, Lori	12/1/2014	Collections of materials reviewed and purchase order documentation.	5/15/2015 one-time
G1.B6.S1.A6	Math homework will emphasize review of previously-taught math concepts versus new math instruction.	Varnum, Lisa	9/30/2014	Review of student agendas.	5/29/2015 weekly
G1.B6.S1.A7	Monthly, quarterly, and bi-annually student incentives provided for students most improved, showing persistence, or meeting personal goals.	Flynn, Lori	10/1/2014	Purchase order documentation and event programs.	5/20/2015 one-time
G1.MA1	FSA Math Results, i-Ready Math Diagnostic Assessments and i-Ready Student Tutorial Logs.	Varnum, Lisa	10/6/2014	Printed reports and logs from i-Ready Math.	5/29/2015 quarterly
G1.B3.S1.MA1	Individual, grade-level, and school-wide observations.	Shields, Richard	10/17/2014	Completion of math walkthrough forms.	5/29/2015 monthly
G1.B3.S1.MA1	Grade-level RtI Facilitator and the Leadership Team for PSLT will monitor fidelity of Tier 2 and Tier 3 Plans	Varnum, Lisa	10/17/2014	Facilitator and PSLT Documentation	5/29/2015 monthly
G1.B6.S1.MA1	Teachers, Grade-levels, and Leadership Team will review student data from i-Ready Math.	Shields, Richard	10/6/2014	Detailed student reports from i-Ready Math, including student progress and contact time logs.	5/29/2015 monthly
G1.B6.S1.MA1	Teachers will run reports to determine student time on task on i-Ready Math.	Shields, Richard	11/3/2014	i-Ready Documentation	5/29/2015 monthly
G1.B7.S1.MA1	Survey the instructional staff to determine if there is seamless integration of Tier 2 & Tier 3 Math schedule.	Varnum, Lisa	12/1/2014	Survey results will be reported to the staff at a faculty meeting, based upon likert scale from 0 to 5.	12/5/2014 one-time
G1.B7.S1.MA1	Updated Master List of Curriculum incorporating Math Tier 2 and Tier 3 Intervention Times.	Varnum, Lisa	9/30/2014	Printed copy of the Updated Master List of Curriculum; Fidelity and attendance logs of Math Tier 2 & Tier 3 students.	11/3/2014 one-time

## Appendix 2: Professional Development and Technical Assistance Outlines

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

## Professional Development Opportunities

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

**G1.** Student achievement will increase through routine analysis of research-based diagnostic tools which will drive Tier 2 and Tier 3 action plans for student academic needs.

**G1.B3** Implementation of the Math Florida Standards with effective instructional practices.

**G1.B3.S1** Teachers will unpack the Math Florida Standards and develop lesson plans that incorporate instructional strategies and activities considered to be best practice.

### **PD Opportunity 1**

Training to provide direction to instructional staff on instructional practices.

#### **Facilitator**

District Math Coach, Math Contact, and Administration

#### **Participants**

Instructional Staff

#### **Schedule**

Every 6 Weeks, from 8/11/2014 to 5/29/2015

### **PD Opportunity 2**

Individual, grade-level, and school-wide observations conducted by Administration and district personnel to drive professional learning discussions and identify professional development needs.

#### **Facilitator**

District Math Coach, Math Contact, and Administration

#### **Participants**

Instructional Staff

#### **Schedule**

Every 6 Weeks, from 9/17/2014 to 5/29/2015