

# Phyllis Wheatley Elementary School



2014-15 School Improvement Plan

## Phyllis Wheatley Elementary School

1801 NW 1ST PL, Miami, FL 33136

<http://pwes.dadeschools.net/>

### School Demographics

**School Type**  
Elementary

**Title I**  
Yes

**Free/Reduced Price Lunch**  
100%

**Alternative/ESE Center**  
No

**Charter School**  
No

**Minority**  
99%

### School Grades History

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

### 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
Focus	5	<a href="#">Gayle Sitter</a>
Former F	Turnaround Status	
No		





## Part I: Current School Status

### Supportive Environment

#### School Mission and Vision

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

At Phillis Wheatley Elementary School, CHILDREN COME FIRST. We believe all of our students have the right to meet their fullest potential so they may become productive citizens in our society.

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

At Phillis Wheatley Elementary School, we are preparing our students to meet world class standards and are committed to the development of academic excellence with parental and community involvement. Phillis Wheatley Elementary is a "Positive Behavior Support" school with high academic and behavior expectations for our students.

#### School Environment

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

At Phillis Wheatley Elementary School, we learn about our students' cultures and we build relationships by actually reaching into the community and understanding the population itself. Teachers and staff are able to learn about the different cultures of our students and parents throughout the year by becoming involved. Parent Academy meetings are held at our school site, which provide the opportunity for discussion and clarification amongst parents, students, and teachers. Additionally, teacher conferences provide the one on one conversation that assist in establishing strong supportive relationships amongst teachers and their students. Furthermore, as the District celebrates the different ethnic groups throughout the year, a variety of activities and lessons are presented that allow both teachers and students to display pride in their culture. Once the teachers and other staff members understand certain customs as it relates to various cultures; it paves a smooth transition on how to relate to students in different situations. Our goal is to further equip students with all of the skills necessary to become life-long learners and academic competitors in the global economy.

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

Phillis Wheatley Elementary is a "Positive Behavior Support" school with high academic and behavior expectations for our students. Throughout the school-year, staff members receive training and information on the implementation of PBS. PBS is not a strategy but a framework, continuum of support, and a way to organize behavior and academic needs of our students and school. We believe by promoting and modeling positive behaviors, students will develop the skills and behaviors needed to be successful learners. At Phillis Wheatley Elementary, our aim is to build effective environments in which positive behavior is more effective than problem behavior. When all stakeholders collaborate to deliver effective instruction and intervention services, we can avoid classroom disruptions and achieve a positive school climate.

##### **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**



At Phillis Wheatley Elementary School, we emphasize model behavior via our Positive Behavior Support (PBS) program. Staff members use the Class Dojo program school-wide which allows for students to gain points for positive behavior and appropriate instructional practice throughout the school day. During each month, a character value will be introduced and presented to students via discussions and classroom activities, presented by the guidance counselor and classroom teachers. The student who demonstrates that month's character value will be nominated by their homeroom teacher as Student-of-the-Month. Students will be recognized at a monthly breakfast, receive a Student-of-the-Month T-shirt, certificate, and pencil. Not only are students recognized, but we also recognize a classroom parent as the Parent-of-the-Month as well.

**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**

Phyllis Wheatley Elementary has increased the level of community involvement and partnerships. Currently, we have established the following partnerships with community agencies and businesses: Big Brothers Big Sisters, Carnival Miami Kiwanis Club of Little Havana, Miami Marlins, Club Med, and the Overtown Youth Center. These agencies and businesses provide informational workshops and resources to students, parents, and staff. At Phillis Wheatley Elementary, we continue to expand our community involvement by partnering with Communities In Schools (AmeriCorps). Their volunteers will provide reading intervention services to our struggling readers. Furthermore, Phillis Wheatley Elementary also collaborates with surrounding youth service institutions, such as the Overtown Youth Center, Miami Rescue Mission, and the YWCA, which offer services to children, youth, and families. For example, the Overtown Youth Center provides our students with after school tutorial services and mentoring programs. Also, the Miami Rescue Mission plays a vital role in providing after school transportation for our students. The primary objective for these institutions are to cultivate youth leadership through after-school enrichment, sports development, neighborhood partnership programs, and technology.

**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**

At Phillis Wheatley Elementary, the early warning system is heavily supported by the School Support Team & Leadership Team. Any staff member can identify a student that seems to need the services of one of the support staff. At our school, either the counselor or school social worker will be able to address the student's needs. Our Attendance Review Committee monitors excessive absences and tardy students. Administration monitors students with academic concerns.

The following is a list of the indicators that are monitored by the school:

- \*Students missing more than 10% of the attendance
- \*Students with excessive referrals that result in suspension
- \*Students who perform at a Level 1 in Reading and/or mathematics
- \*Students who have been retained.

**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	21	15	11	13	11	3	74
One or more suspensions	0	0	0	0	0	0	
Course failure in ELA or Math	2	3	4	7	0	0	16
Level 1 on statewide assessment	0	0	0	23	20	17	60
Retentions	5	2	4	9	1	0	21

**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	2	6	2	12	13	6	41

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

These students are counseled by support personnel and monitored again after two weeks have passed. Parents are informed and data chats will be held with the teacher and counselor to address the students' areas of need. If the grades persist, the teacher will be informed of a future conference. Students who meet the attendance criteria and other positive actions will be rewarded with treats by administration. Those who are not adhering with the plan will have to serve one of the consequences. After meeting with support personnel and the indicators continue to occur, a conference is scheduled with the student and their parents.

**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/186662>.

**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**

Phyllis Wheatley Elementary School collaborates with surrounding youth service institutions, such as the Overtown Youth Center, Miami Rescue Mission, and the YWCA, which offer services to children, youth, and families. For example, the Overtown Youth Center provides our students with after school tutorial services and mentoring programs. Also, the Miami Rescue Mission plays a vital role in providing after

school transportation for our students. The primary objective for these institutions are to cultivate youth leadership through after-school enrichment, sports development, neighborhood partnership programs, and technology.

**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
Williams, Cathy	Principal
Lazo, Michael	Assistant Principal
Floyd, Adriane	Instructional Coach
Ordaz, Myriam	Instructional Coach
Murph, Andrea	Teacher, ESE

**Duties**

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

- Cathy M. Williams, Principal: will provide a common vision for the use of data-based decision-making, ensure that the school based team is implementing RtI, conduct assessment of RtI skills of school staff, ensure implementation of intervention support and documentation, ensure adequate professional development to support RtI implementation, and communicate with parents regarding school-based RtI plans and activities.
- Michael Lazo, Assistant Principal: will provide guidance on K-12 comprehensive reading, mathematics, and science plans; facilitate and support data collection activities; assist in data analysis; provide professional development and technical assistance to teachers regarding data based instructional planning; and support the implementation of Tier 1, Tier 2, and Tier 3 intervention plans
- Adriane Floyd, Myriam Ordaz, Instructional Coaches: will develop, lead, and evaluate school core content standards/programs; identify and analyze existing literature on scientifically based curriculum/ behavior assessment and intervention approaches, and identify systematic patterns of student need while working with district personnel to identify appropriate, evidence-based intervention strategies; assist with whole school screening programs that provide early intervening services for children to be considered “at risk;” assist in the design and implementation for progress monitoring, data collection, and data analysis; participate in the design and delivery of professional development; and provide support for assessment.
- Iatarra Brown, School Guidance Counselor: will provide quality services and expertise on issues ranging from program design to assessment and intervention with individual students.
- Willine Desvallon, School Social Worker: will provide interventions; continue to link child-serving and community agencies to the schools and families to support the child's academic, emotional, behavioral, and social success.
- Dr. Mario Alegria, School Psychologist: will participate in the collection, interpretation, and analysis of data; facilitate development of intervention plans; provide support for intervention fidelity and documentation; provide professional development and technical assistance for problem-solving activities including data collection, data analysis, intervention planning, and program evaluation; facilitate data-based decision making activities.

- Andrea Murph, Teacher: will provide information about core instruction, participate in student data collection, deliver Tier 1 instruction/intervention, collaborate with other staff to implement Tier 2 interventions, and integrate Tier 1 materials/instruction with Tier 2/3 activities.

**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 MTSS is completely supported by the administrative team of the school along with all members of the Team. Communication is key when supporting the MTSS process. All TEAM members work with the teachers and staff at Phyllis Wheatley Elementary to keep the system effectively flowing. Frequent meetings helps keep all members in communication while highlighting both short and long term goals.

Title I, Part A

Teacher, Paraprofessionals and Community Involvement Specialist

At Phyllis Wheatley Elementary School, services are provided to ensure students requiring additional remediation are assisted through extended learning opportunities (before-school and/or after-school programs, pull-out tutorial). The district coordinates with Title II and Title III in ensuring staff development needs are provided. Support services are provided to students. School Administration develops, leads, and evaluates school core content standards/ programs; identifies and analyzes existing literature on scientifically based curriculum/behavior assessment and intervention approaches. They identify systematic patterns of student need while working with district personnel to identify appropriate, evidence-based intervention strategies; assist with whole school screening programs that provide early intervening services for children to be considered "at risk"; assist in the design and implementation for progress monitoring, data collection, and data analysis; participate in the design and delivery of professional development; and provide support for assessment and implementation monitoring. Other components that are integrated into the school-wide program include an extensive Parental Program, Supplemental Educational Services, and special support services to special needs populations such as homeless, neglected and delinquent students.

Title I, Part D

District receives funds to support the Educational Alternative Outreach program. Services are coordinated with district Drop-out Prevention programs.

Title II

Phyllis Wheatley Elementary School uses supplemental funds for improving basic education as follows:

- training for add-on endorsement programs, such as Reading, Gifted, ESOL training and substitute release time for Professional Development Liaison (PDL) at each school focusing on Professional Learning Community (PLC) development and facilitation, as well as Lesson Study Group implementation and protocols.

Title III

At Phyllis Wheatley Elementary School, Title III funds are used to provide reading and supplementary instructional materials (K-12).

Title X- Homeless

District Homeless Social Worker/Liaison provides resources (clothing, school supplies, and social services referrals) to students from Phyllis Wheatley Elementary School identified as homeless under the McKinney- Vento Act to eliminate barriers for a free and appropriate education.

Supplemental Academic Instruction (SAI)

Phyllis Wheatley Elementary will receive funding from Supplemental Academic Instruction (SAI) as part of its Florida Education Finance Program (FEFP) allocation.

Violence Prevention Programs

- The Safe and Drug-Free Schools Program addresses violence and drug prevention and intervention

services for students through curriculum implemented by classroom teachers and elementary counselor.

- Training and technical assistance for elementary, middle, and senior high school teachers, administrators, counselors, and/or School Counselor is also a component of this program.
- School Counselor focuses on counseling students to solve problems related to drugs and alcohol, stress, suicide, isolation, family violence, and other crises.

**Nutrition Programs**

Phyllis Wheatley Elementary School adheres to and implements the nutrition requirements stated in the District Wellness Policy. Nutrition education, as per state statute, is taught through physical education. The School Food Service Program (school breakfast, school lunch, and after care snack) follows the Healthy Food

and Beverage Guidelines as adopted in the District's Wellness Policy.

**Other**

Health Connect in Our Schools (HCiOS) offers a coordinated level of school-based healthcare which integrates education, medical and/or social and human services on school grounds. HCiOS delivers coordinated social work and mental/behavioral health interventions in a timely manner, it enhances the health education activities provided by the schools and by the health department and they offer a trained health team that is qualified to perform the assigned duties related to a quality school health care program.

**School Advisory Council (SAC)**

**Membership**

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

Name	Stakeholder Group
Cathy M. Williams	Principal
Andrea Murph	Teacher
Michelle Burgess	Teacher
Alyssa Cortina	Teacher
Ileana Garcell	Teacher
Myriam Ordaz	Teacher
Iatarra Brown	Teacher
Adriane Floyd	Teacher
Shanease Grant	Education Support Employee
Shajaira Powell-Bailey Williams	Parent
Ileana Mayorquin	Parent
Maria Luis	Parent
Sharetta Harper	Parent
Favio Taborda	Business/Community
Valerie Lomax	Business/Community
Rodney Royal	Business/Community
Tywanda McCollum	Business/Community
Thelma Casanova	Student
Shadia Jean	Student

**Duties**

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

*Evaluation of last year's school improvement plan*

Last school year, the council was able to review district school data to assist in school-wide decisions that was used to promote academic growth and provided additional suggestions for instructional support. The council also reviewed the school's attendance and disciplinary policies. Suggestions were made in order to better improve attendance and student behavior school-wide. In addition, the council worked closely with the School Principal and Community Involvement Specialist in order to build upon parental involvement and community partners by providing parental workshops at the school site.

*Development of this school improvement plan*

The School Advisory Council will meet monthly to monitor, evaluate, and modify, if necessary the goals, strategies, and evaluation tools outlined in the School Improvement Plan. In addition, the School Advisory Council will provide support to all stakeholders to increase program effectiveness of instruction programs and student achievement.

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

This year, the SAC decided that the funds will be allocated for students in two different venues. Allocated monies would be spent on purchasing award ceremony trophies for student achievement and student attendance. In addition, allocated monies will be spent on purchasing incentives for students who achieve a prize level towards the 2014-2015 Positive Behavior Plan.

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

Student of the Month Program - \$1000.00  
Positive Behavior Support Program - \$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
Williams, Cathy	Principal
Lazo, Michael	Assistant Principal
Floyd, Adriane	Instructional Coach
Ordaz, Myriam	Instructional Coach

**Duties**

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

A key factor to an individual school's success is the 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 Literacy 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 Literacy Leadership Team? Include the role of the principal and coach on the Reading Leadership team and how the principal will promote the Literacy 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 Literacy Leadership Team (LLT) 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 Literacy Leadership Team. The team will meet monthly throughout the school year. School Literacy Leadership Teams may choose to meet more often. Additionally, the principal may expand the LLT by encouraging personnel from various sources such as District and Regional support staff to join. The LLT 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.

## 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**

During our monthly Faculty Meetings and Common Planning sessions, our instructional staff is provided with an environment that allows opinions to be heard. Ideas and strategies are requested from all staff members in all areas of educational planning. This approach allows for our school message to be one that is strong and allows for the school to collaborate strongly in order to achieve student success. During meetings, teachers are sometimes asked to share their best practices and additional takeaways. The leadership team is consistent and fair with all decisions. Therefore the same expectations are seen across the school, no matter the grade level, program, or department. Professional conversations are held between administration and staff members both informally and formally. These practices establish a collaborative environment throughout the building.

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

District sponsored job fairs play a vital role in reaching top notch candidates, as well as postings on the Human Resources home page, we hope to recruit highly qualified teachers who are certified-in-field and promote effective teaching practices. The latter is the responsibility of the School Principal. Retention of these teachers is promoted through job embedded opportunities for professional development as well as the implementation of the Coaching Continuum in all subject areas.

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

At Phyllis Wheatley Elementary School, both the mentor and mentee benefit from relationships that encourage reflection on the practice of teaching. This comprehensive mentoring program involves both beginning teachers and experienced teachers who are new to the school or grade level and/or identified as being in need of improvement.

This program provides resources, especially time for mentoring teams to meet, observe each other's techniques, model best practices, and discuss improvements to classroom and instructional practices. Some key activities include: support in lesson planning, instructional delivery, and classroom management.

## 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***

At Phyllis Wheatley Elementary, teachers plan their lessons during common planning sessions under the direction of Instructional Coaches with the guidance of both the Drafted Items Specifications document and the District Pacing Guide. Before planning the weekly lessons, the instructional coach and the teacher participate in an activity known as unwrapping the benchmark. By unwrapping the benchmark, our teachers are able to identify exactly what is expected to be taught as it relates to each benchmark. Teachers are able to scaffold the lesson to not only ensure that the learning target is being taught, but provides the student with any pre-requisites that may be needed for the topic that the student does not have at the time. By utilizing task cards, teachers are also able to create questions that address the targeted benchmark on all levels of instruction.

#### Instructional Strategies

***Describe how the school uses data to provide and differentiate instruction to meet the diverse needs of students. Provide examples of how instruction is modified or supplemented to assist students having difficulty attaining the proficient or advanced level on state assessments***

At Phyllis Wheatley Elementary, the school Leadership Team takes the time to review and discuss data points and identifies the strengths and areas of need across each grade level as data from various assessments are provided. This process allows the team to identify the secondary benchmarks that need to take place in small groups during the instructional block. Furthermore, this data guides our supplemental learning programs, which take place after school and on Saturdays leading up to the State assessment. Students that seem to have a large achievement gap are identified and referred to the School Support Team in order to begin with the Rtl process. This information is utilized to conduct data chats between administration and teachers to identify strategies that will assist in student success for the areas of need. The instructional coaches meet with teachers utilizing their data to create the instructional focus calendars. These calendars are used to identify both the primary and secondary benchmarks by teacher. During these meetings, the instructional coach assists the teacher in identifying activities and lessons that address the particular areas of need. If a particular concept was mastered by the majority of the class, the teacher and the instructional coach will create a plan on how to reteach the concept. Teachers and students and teachers and parents meet to discuss student performance on assessments as well. Teachers provide students and parents with information discussing the strengths and areas of need for the individual child. Parents and students are then provided with strategies, activities, and programs to build the students' skills and knowledge of the concepts. Information regarding technological usage of programs such as iReady and, the newly included Reflex Math, are taken into consideration during these meetings as well. If there is low usage of the programs and low scores of the students, the



teacher will be instructed to ensure that students utilize the programs with fidelity to build a stronger foundation in the respective subject areas.

**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:** 0

N/A

**Strategy Rationale**

N/A

**Strategy Purpose(s)**

- Teacher collaboration, planning and professional development

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

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

N/A

**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**

At Phillis Wheatley Elementary School, all incoming Kindergarten students are assessed upon entering

Kindergarten using the Florida Assessment for Instruction in Reading (FAIR) include: Broad Screening, a Broad Diagnostic Inventory, and a Targeted Diagnostic Inventory. The Broad Screening includes the measure of Letter Naming and Phonemic Awareness, which are included in the VPK Education Standards. This data is used to calculate a student's Probability of Success in Reading score in order to ascertain individual and group needs and to assist in the development of robust instructional/intervention programs.

Screening data will be collected and data will be disaggregated prior to October, 2014. Data will be used to plan daily academic and social/emotional instruction for all students and for groups of students or individual students who may need intervention beyond core instruction. A subset of the Early Childhood Observation System (ECHOS) will be used to assess social and emotional development. Core Kindergarten academic and behavioral instruction will include daily explicit instruction, modeling, guided practice and independent practice of all academic and/or social emotional skills identified by screening data.

Kindergarten registration started in April 2014. Some of the events that take place at the school site that assist students with the transition include the following:

- Inviting families of incoming Kindergarten students to spend a day in Kindergarten (students from local childcare centers and our own Pre-K).
- Having incoming Kindergarten students spend a day in Kindergarten, interaction with teachers, learning Kindergarten routines.

-Sharing Voluntary Pre-Kindergarten assessment results of current Pre-K students with Kindergarten teachers.

Additionally, Open House is set to take place on Tuesday, September 16, 2014. Teachers take advantage of this event to share important parental involvement activities that plan to take place throughout the year.

### 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

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

## Strategic Goals Summary

- G1.** To increase student achievement by improving core instruction in all content areas.
- G2.** To improve student learning by targeting and analyzing at-risk students that have poor academic performance.
- G3.** To increase technological use by students and staff members.

## 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. To increase student achievement by improving core instruction in all content areas. 1a**

G047573

**Targets Supported 1b**

Indicator	Annual Target
AMO Math - All Students	78.0
Math Gains	62.0
Math Lowest 25% Gains	72.0
AMO Reading - All Students	66.0
ELA/Reading Gains	71.0
ELA/Reading Lowest 25% Gains	75.0
FCAT 2.0 Science Proficiency	51.0

**Resources Available to Support the Goal 2**

- Classroom Teachers, Instructional Coaches, Region Curriculum Support Specialists, Pacing Guides, Scope & Sequence, Discovery Education, NBC Learn K-12, J&J Bootcamp, Essential Labs Checklist, Gizmos, CER Tasks, Go Math Series, Ready Common Core, Reflex Math, Wonders Reading Series, My Virtual Reading Coach (MVRC), Drafted FSA Item Specifications, Drafted Writing Rubrics, Lit2GO sample texts, Interactive Journals, etc.

**Targeted Barriers to Achieving the Goal 3**

- Limited knowledge of effective instructional delivery that follows an instructional routine.
- Limited knowledge in utilizing the Florida Standards and practices while delivering instruction.
- Limited use of student authentic work and evidenced based writing that can be aligned to the cognitive complexity of the standards.
- Limited knowledge of effective instructional practice when working on different modes of writing (Opinion & Informative/Explanatory).

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

The Leadership Team will discuss and review current data and participate in assisting instructional staff in ongoing progress monitoring throughout the year.

**Person Responsible**

Cathy Williams

**Schedule**

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

**Evidence of Completion**

Leadership Team meeting agendas, Instructional data reports, ThinkGate reports, lesson plans, student samples, informal/formal observations, and common planning agenda's.

**G2.** To improve student learning by targeting and analyzing at-risk students that have poor academic performance. 1a

G047575

**Targets Supported** 1b

Indicator	Annual Target
AMO Math - All Students	78.0
AMO Reading - All Students	66.0
FCAT 2.0 Science Proficiency	51.0

**Resources Available to Support the Goal** 2

- EESAC, Character Education Program, Positive Behavior Support System, Overtown Youth Center, Big Brothers Big Sisters, City of Miami Mission, YWCA After-Care Program, Club Med, Miami Marlins, and the Kiwanis Club of Little Havana.

**Targeted Barriers to Achieving the Goal** 3

- Limited parental involvement with at-risk students that have poor academic performance.

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

School Leadership Team will monitor the ongoing progress of at-risk students that continue to exhibit poor academic performance in the core curricular areas.

**Person Responsible**

Cathy Williams

**Schedule**

Quarterly, from 8/18/2014 to 5/29/2015

**Evidence of Completion**

Leadership Team meeting agendas, online usage data reports, Gradebook, parent/teacher conference documentation.

**G3. To increase technological use by students and staff members.** 1a

G047578

**Targets Supported** 1b

Indicator	Annual Target
AMO Math - All Students	78.0
AMO Reading - All Students	66.0
FCAT 2.0 Science Proficiency	51.0

**Resources Available to Support the Goal** 2

- myOn Reading, Reflex Math, Discovery Education, Gizmos, NBC Learn K-12, Promethean Boards (Promethean Planet), iReady, ThinkCentral, Go Math online interventions, Soar to Success, My Virtual Reading Coach (MVRC).

**Targeted Barriers to Achieving the Goal** 3

- Limited knowledge and use of instructional software and interactive boards.

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

Monitor the usage of all technological programs throughout the school and then use the student data to compare with interim assessment scores.

**Person Responsible**

Cathy Williams

**Schedule**

Biweekly, from 10/1/2014 to 5/29/2015

**Evidence of Completion**

Administrative observations during walkthroughs, teacher/student usage reports, parent feedback, attendance rosters, etc.

## 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.** To increase student achievement by improving core instruction in all content areas. **1**

 G047573

**G1.B1** Limited knowledge of effective instructional delivery that follows an instructional routine. **2**

 B118415

**G1.B1.S1** Effective Planning and Instructional Delivery. **4**

 S130187

### Strategy Rationale

Plan for and deliver instruction that is based on standards and/or specific course benchmarks. Stakeholders will use student data to ascertain strengths and weaknesses to identify clear and accessible future instructional paths.

### Action Step 1 **5**

Unwrap the standards during planning to ensure instruction is aligned to the Florida Standards.

#### Person Responsible

Cathy Williams

#### Schedule

Weekly, from 8/18/2014 to 6/5/2015

#### Evidence of Completion

Common planning participation, Lesson Plans and Follow-up assignments.

### Action Step 2 5

Conduct coaching cycles and model different components of the instructional routine based on teacher need.

**Person Responsible**

Adriane Floyd

**Schedule**

Biweekly, from 8/18/2014 to 6/5/2015

**Evidence of Completion**

Coaching cycle forms, Coaching logs, and Curriculum Support logs.

### Action Step 3 5

Provide additional professional development on lesson planning and delivery to include explicit instruction and the Gradual Release Model.

**Person Responsible**

Adriane Floyd

**Schedule**

Weekly, from 8/18/2014 to 6/5/2015

**Evidence of Completion**

Professional Development rosters, Presentation, Handouts, materials, etc.

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

During classroom walkthroughs, additional strategies that were modeled and displayed during planning sessions and professional development sessions will be looked for.

**Person Responsible**

Michael Lazo

**Schedule**

Daily, from 8/18/2014 to 6/5/2015

**Evidence of Completion**

Administrative walkthroughs, observations, notes/feedback, lesson plans, and student data.



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

Data from assessments and activities from within the classroom will be reviewed.

**Person Responsible**

Michael Lazo


**Schedule**

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

**Evidence of Completion**

Assessment scores, Student-Teacher data chats and notes, etc.

**G1.B2 Limited knowledge in utilizing the Florida Standards and practices while delivering instruction.** 2

 B120386

**G1.B2.S1 Standards Based Instruction** 4

 S132278

**Strategy Rationale**

Utilize the Florida Standards when planning for and delivering instruction.

**Action Step 1** 5

Allow for opportunities for response to text dependent questions and provide text evidence (CER responses, analytic writing, etc.) that will demonstrate understanding of information from various sources.

**Person Responsible**

Cathy Williams

**Schedule**

Daily, from 8/18/2014 to 6/5/2015

**Evidence of Completion**

Observations and Interactive Journals.

### Action Step 2 5

Develop, execute and monitor the use of an instructional framework, focusing on appropriate pacing based on student needs.

**Person Responsible**

Cathy Williams

**Schedule**

Weekly, from 8/18/2014 to 6/5/2015

**Evidence of Completion**

Administrative observations, lesson plans, Coaching logs, and support documentation.

### Action Step 3 5

Participation in professional learning opportunities that will increase knowledge of strategies that can be used to improve instruction for diverse learners - ELL & ESE students.

**Person Responsible**

Cathy Williams

**Schedule**

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

**Evidence of Completion**

Lesson plans, Follow-up assignments, administrative observations, etc.

### Action Step 4 5

Unwrapping the standards during common planning in order to ensure that instruction is aligned to the Florida Standards.

**Person Responsible**

Cathy Williams

**Schedule**

Weekly, from 8/18/2014 to 6/5/2015

**Evidence of Completion**

Weekly common planning sessions, Lesson Plans, Interactive student journals.

**Action Step 5** 5

Identifying Essential Questions, Daily Learning Targets, and instructional focus.

**Person Responsible**

Cathy Williams

**Schedule**

Weekly, from 8/18/2014 to 6/5/2015

**Evidence of Completion**

Weekly common planning sessions, lesson plans, interactive student journals.

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

Ensure that staff members attend professional development and common planning sessions in order to discuss important topics needed for lesson planning.

**Person Responsible**

Cathy Williams

**Schedule**

Weekly, from 8/18/2014 to 6/5/2015

**Evidence of Completion**

Professional Development verification/proof of attendance, sign-in/agenda's from common planning sessions, learning targets addressed in lesson plans.

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

Student data will be reviewed throughout the year by the school Leadership Team.

**Person Responsible**

Cathy Williams


**Schedule**

Weekly, from 8/18/2014 to 6/5/2015

**Evidence of Completion**

Administrative observations, lesson plans, student data/scores.

**G1.B3** Limited use of student authentic work and evidenced based writing that can be aligned to the cognitive complexity of the standards. **2**

 B120387

**G1.B3.S1** Literacy Across the Curriculum. **4**

 S132277

### **Strategy Rationale**

Utilize research-based Reading, Writing, and ESOL Strategies to enhance cross-curricular instruction.

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

Allow for opportunities for response to text dependent questions and provide text evidence (CER responses, analytic writing, etc.) that will demonstrate understanding of information from various sources.

#### **Person Responsible**

Cathy Williams

#### **Schedule**

Daily, from 8/18/2014 to 6/5/2015

#### **Evidence of Completion**

Observations of corrective feedback in interactive journals.

### **Action Step 2** **5**

Increase corrective feedback on student work in order to provide opportunities for the student to make adjustments and improvements.

#### **Person Responsible**

Cathy Williams

#### **Schedule**

Daily, from 8/18/2014 to 6/5/2015

#### **Evidence of Completion**

Observations and Interactive Journals.

**Action Step 3** 5

Monitor the instructional progress of evidence based writing across the core curricular subject areas.

**Person Responsible**

Cathy Williams

**Schedule**

Daily, from 8/18/2014 to 6/5/2015

**Evidence of Completion**

Administrative observations, common planning sessions, student work samples, and lesson plans.

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

Review of student work samples during classroom walkthroughs and student data/scores from assessments will be discussed and reviewed.

**Person Responsible**

Michael Lazo

**Schedule**

Biweekly, from 8/18/2014 to 6/5/2015

**Evidence of Completion**

Student-Teacher data chat logs, Student scores/data, feedback/notes from administrative classroom walkthroughs.

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

All student scores from all assessments and activities from within the classroom will be reviewed and discussed.

**Person Responsible**

Michael Lazo


**Schedule**

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

**Evidence of Completion**

Student-Teacher data chat forms, student data reports, feedback given during common planning.

**G1.B4** Limited knowledge of effective instructional practice when working on different modes of writing (Opinion & Informative/Explanatory). 2

 B120388

**G1.B4.S1** Effective Planning and Instructional Delivery. 4

 S132280

### Strategy Rationale

Plan for and deliver instruction that is based on standards and/or specific course benchmarks. Stakeholders will use student data to ascertain strengths and weaknesses to identify clear and accessible future instructional paths.

### Action Step 1 5

Allow students to respond to text dependent questions and provide text evidence that will demonstrate understanding of information from various sources.

#### Person Responsible

Michael Lazo

#### Schedule

Daily, from 8/18/2014 to 6/5/2015

#### Evidence of Completion

Observations and Interactive Journals.

### Action Step 2 5

Increase corrective feedback on student work in order to provide opportunities for the student to make adjustments and improvements.

#### Person Responsible

Cathy Williams

#### Schedule

Daily, from 8/18/2014 to 6/5/2015

#### Evidence of Completion

Observations and Interactive Journals.

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

All writing samples, grammar exercises, and additional classroom activities will be reviewed and discussed.

### **Person Responsible**

Michael Lazo

### **Schedule**

Daily, from 8/18/2014 to 4/1/2015

### ***Evidence of Completion***

Lesson plans, monthly instructional focus calendars, feedback from weekly common planning sessions.

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

During administrative walkthroughs, strategies, techniques, and resources that were modeled and given will be looked for.

### **Person Responsible**

Michael Lazo

### **Schedule**

Weekly, from 8/18/2014 to 4/1/2015

### ***Evidence of Completion***

Lesson plans, student work samples, student journals, notes and feedback from observations/walkthroughs.

**G2.** To improve student learning by targeting and analyzing at-risk students that have poor academic performance. 1

G047575

**G2.B1** Limited parental involvement with at-risk students that have poor academic performance. 2

B118417

**G2.B1.S1** Encourage parents to attend school sponsored Parent Academy meetings, while allowing for the participation of lead teachers in every grade level to attend weekly School Leadership Team meetings in order to include specific feedback about current at-risk students that exhibit poor academic progress. 4

S130189

### Strategy Rationale

By encouraging parents to attend Parent Academy meetings and allowing all instructional staff members to participate in weekly leadership team meetings, it will allow for all stakeholders to know and become aware of current at-risk students that exhibit poor academic performance throughout the building. All stakeholders will also be able to share in-depth information and best practices being used with students.

### Action Step 1 5

Send out communication to parents via ConnectED to when Parent Academy meetings will be taking place concerning student academic progress.

#### Person Responsible

Cathy Williams

#### Schedule

Monthly, from 10/1/2014 to 5/29/2015

#### Evidence of Completion

Flyer, Parent Letters, Meeting Sign-In sheets, Meeting agendas.

### Action Step 2 5

Conduct meetings that include lead teachers from each grade level in order to discuss current at-risk students with poor academic performance.

#### Person Responsible

Cathy Williams

#### Schedule

Biweekly, from 9/27/2014 to 5/29/2015

#### Evidence of Completion

Meeting Sign-In sheets, Meeting agendas, Meeting minutes.



### Action Step 3 5

Conduct quarterly communication with parents of at-risk students that exhibit poor academic performance where additional strategies and best practices can be offered by teachers and school counselor.

**Person Responsible**

Cathy Williams

**Schedule**

Quarterly, from 10/1/2014 to 5/29/2015

***Evidence of Completion***

Feedback/notes from instructional staff meetings

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

The counselor will assist the School Leadership Team in data collection from teachers to identify at-risk students that are consistently displaying poor academic performance. She will also keep a log of parent communication and parent/teacher conferences.

**Person Responsible**

Cathy Williams

**Schedule**

Quarterly, from 10/1/2014 to 5/29/2015

***Evidence of Completion***

Communication logs, parent/teacher conference logs.

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

The leadership team will monitor the number of students that are at-risk due to poor academic performance.

**Person Responsible**

Cathy Williams

**Schedule**

Quarterly, from 9/1/2014 to 5/29/2015

***Evidence of Completion***

Leadership Team agenda, team meeting minutes, student data reports from online academic programs, Gradebook, Teacher feedback.

**G3.** To increase technological use by students and staff members. 1

G047578

**G3.B1** Limited knowledge and use of instructional software and interactive boards. 2

B118420

**G3.B1.S1** Provide professional development on integrating the use of the Promethean boards and the new programs that will assist in planning and delivering instruction. 4

S130192

**Strategy Rationale**

Providing teachers with strategies and techniques to engage learners will result in students becoming motivated and curious about different subjects being taught.

**Action Step 1** 5

Provide in-house opportunities for teachers to view webinars on the different technological programs that have been adopted by the District.

**Person Responsible**

Michael Lazo

**Schedule**

Monthly, from 8/18/2014 to 5/29/2015

**Evidence of Completion**

Professional Development Sign-In sheets, use of Promethean Boards, Administrative observations.

**Action Step 2** 5

Provide an in-house opportunity for teachers to learn about the Promethean boards and how to utilize them more effectively.

**Person Responsible**

Michael Lazo

**Schedule**

On 10/30/2014

**Evidence of Completion**

Professional Development Sign-In sheets, use of Promethean Boards, Administrative observations.

### Action Step 3 **5**

Provide opportunities for students to participate in in-school and after school sessions that promote the integration of math, science, and technology.

#### **Person Responsible**

Cathy Williams

#### **Schedule**

Monthly, from 10/1/2014 to 5/29/2015

#### **Evidence of Completion**

Attendance logs, science assessments, student data reports, Gizmo usage/log-in, etc.

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

Monitor the use of technology observed during classroom walkthroughs, identify how technology is being incorporated during common planning, and review computer program reports.

#### **Person Responsible**

Michael Lazo

#### **Schedule**

Weekly, from 8/18/2014 to 5/29/2015

#### **Evidence of Completion**

Feedback from Classroom Walkthroughs, Print outs from weekly reports from each program, agendas from common planning sessions, and student usage reports.

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

Review student data reports from instructional software to study areas of growth and areas of continuous need.

#### **Person Responsible**

Cathy Williams

#### **Schedule**

Weekly, from 8/18/2014 to 5/29/2015

#### **Evidence of Completion**

Leadership Team agendas, online student data report print-outs, data chat forms.

## Appendix 1: Implementation Timeline

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

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
G1.B1.S1.A1	Unwrap the standards during planning to ensure instruction is aligned to the Florida Standards.	Williams, Cathy	8/18/2014	Common planning participation, Lesson Plans and Follow-up assignments.	6/5/2015 weekly
G2.B1.S1.A1	Send out communication to parents via ConnectED to when Parent Academy meetings will be taking place concerning student academic progress.	Williams, Cathy	10/1/2014	Flyer, Parent Letters, Meeting Sign-In sheets, Meeting agendas.	5/29/2015 monthly
G3.B1.S1.A1	Provide in-house opportunities for teachers to view webinars on the different technological programs that have been adopted by the District.	Lazo, Michael	8/18/2014	Professional Development Sign-In sheets, use of Promethean Boards, Administrative observations.	5/29/2015 monthly
G1.B2.S1.A1	Allow for opportunities for response to text dependent questions and provide text evidence (CER responses, analytic writing, etc.) that will demonstrate understanding of information from various sources.	Williams, Cathy	8/18/2014	Observations and Interactive Journals.	6/5/2015 daily
G1.B3.S1.A1	Allow for opportunities for response to text dependent questions and provide text evidence (CER responses, analytic writing, etc.) that will demonstrate understanding of information from various sources.	Williams, Cathy	8/18/2014	Observations of corrective feedback in interactive journals.	6/5/2015 daily
G1.B4.S1.A1	Allow students to respond to text dependent questions and provide text evidence that will demonstrate understanding of information from various sources.	Lazo, Michael	8/18/2014	Observations and Interactive Journals.	6/5/2015 daily
G2.B1.S1.A2	Conduct meetings that include lead teachers from each grade level in order to discuss current at-risk students with poor academic performance.	Williams, Cathy	9/27/2014	Meeting Sign-In sheets, Meeting agendas, Meeting minutes.	5/29/2015 biweekly
G3.B1.S1.A2	Provide an in-house opportunity for teachers to learn about the Promethean boards and how to utilize them more effectively.	Lazo, Michael	10/30/2014	Professional Development Sign-In sheets, use of Promethean Boards, Administrative observations.	10/30/2014 one-time
G1.B3.S1.A2	Increase corrective feedback on student work in order to provide opportunities for the student to make adjustments and improvements.	Williams, Cathy	8/18/2014	Observations and Interactive Journals.	6/5/2015 daily
G1.B4.S1.A2	Increase corrective feedback on student work in order to provide opportunities for the student to make adjustments and improvements.	Williams, Cathy	8/18/2014	Observations and Interactive Journals.	6/5/2015 daily
G1.B1.S1.A2	Conduct coaching cycles and model different components of the instructional routine based on teacher need.	Floyd, Adriane	8/18/2014	Coaching cycle forms, Coaching logs, and Curriculum Support logs.	6/5/2015 biweekly
G1.B2.S1.A2	Develop, execute and monitor the use of an instructional framework, focusing on appropriate pacing based on student needs.	Williams, Cathy	8/18/2014	Administrative observations, lesson plans, Coaching logs, and support documentation.	6/5/2015 weekly
G3.B1.S1.A3	Provide opportunities for students to participate in in-school and after school sessions that promote the integration of math, science, and technology.	Williams, Cathy	10/1/2014	Attendance logs, science assessments, student data reports, Gizmo usage/log-in, etc.	5/29/2015 monthly
G1.B1.S1.A3	Provide additional professional development on lesson planning and	Floyd, Adriane	8/18/2014	Professional Development rosters, Presentation, Handouts, materials, etc.	6/5/2015 weekly

**Dade - 5931 - Phyllis Wheatley Elem. School - 2014-15 SIP**  
*Phyllis Wheatley Elementary School*

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
	delivery to include explicit instruction and the Gradual Release Model.				
G1.B2.S1.A3	Participation in professional learning opportunities that will increase knowledge of strategies that can be used to improve instruction for diverse learners - ELL & ESE students.	Williams, Cathy	9/29/2014	Lesson plans, Follow-up assignments, administrative observations, etc.	6/5/2015 monthly
G1.B3.S1.A3	Monitor the instructional progress of evidence based writing across the core curricular subject areas.	Williams, Cathy	8/18/2014	Administrative observations, common planning sessions, student work samples, and lesson plans.	6/5/2015 daily
G2.B1.S1.A3	Conduct quarterly communication with parents of at-risk students that exhibit poor academic performance where additional strategies and best practices can be offered by teachers and school counselor.	Williams, Cathy	10/1/2014	Feedback/notes from instructional staff meetings	5/29/2015 quarterly
G1.B2.S1.A4	Unwrapping the standards during common planning in order to ensure that instruction is aligned to the Florida Standards.	Williams, Cathy	8/18/2014	Weekly common planning sessions, Lesson Plans, Interactive student journals.	6/5/2015 weekly
G1.B2.S1.A5	Identifying Essential Questions, Daily Learning Targets, and instructional focus.	Williams, Cathy	8/18/2014	Weekly common planning sessions, lesson plans, interactive student journals.	6/5/2015 weekly
G1.MA1	The Leadership Team will discuss and review current data and participate in assisting instructional staff in ongoing progress monitoring throughout the year.	Williams, Cathy	9/22/2014	Leadership Team meeting agendas, Instructional data reports, ThinkGate reports, lesson plans, student samples, informal/formal observations, and common planning agenda's.	6/5/2015 biweekly
G1.B1.S1.MA1	Data from assessments and activities from within the classroom will be reviewed.	Lazo, Michael	9/29/2014	Assessment scores, Student-Teacher data chats and notes, etc.	6/5/2015 biweekly
G1.B1.S1.MA1	During classroom walkthroughs, additional strategies that were modeled and displayed during planning sessions and professional development sessions will be looked for.	Lazo, Michael	8/18/2014	Administrative walkthroughs, observations, notes/feedback, lesson plans, and student data.	6/5/2015 daily
G1.B3.S1.MA1	All student scores from all assessments and activities from within the classroom will be reviewed and discussed.	Lazo, Michael	9/29/2014	Student-Teacher data chat forms, student data reports, feedback given during common planning.	6/5/2015 biweekly
G1.B3.S1.MA1	Review of student work samples during classroom walkthroughs and student data/scores from assessments will be discussed and reviewed.	Lazo, Michael	8/18/2014	Student-Teacher data chat logs, Student scores/data, feedback/notes from administrative classroom walkthroughs.	6/5/2015 biweekly
G1.B2.S1.MA1	Student data will be reviewed throughout the year by the school Leadership Team.	Williams, Cathy	8/18/2014	Administrative observations, lesson plans, student data/scores.	6/5/2015 weekly
G1.B2.S1.MA1	Ensure that staff members attend professional development and common planning sessions in order to discuss important topics needed for lesson planning.	Williams, Cathy	8/18/2014	Professional Development verification/ proof of attendance, sign-in/agenda's from common planning sessions, learning targets addressed in lesson plans.	6/5/2015 weekly
G1.B4.S1.MA1	During administrative walkthroughs, strategies, techniques, and resources that were modeled and given will be looked for.	Lazo, Michael	8/18/2014	Lesson plans, student work samples, student journals, notes and feedback from observations/walkthroughs.	4/1/2015 weekly
G1.B4.S1.MA1	All writing samples, grammar exercises, and additional classroom activities will be reviewed and discussed.	Lazo, Michael	8/18/2014	Lesson plans, monthly instructional focus calendars, feedback from weekly common planning sessions.	4/1/2015 daily
G2.MA1	School Leadership Team will monitor the ongoing progress of at-risk students that continue to exhibit poor academic	Williams, Cathy	8/18/2014	Leadership Team meeting agendas, online usage data reports, Gradebook, parent/teacher conference documentation.	5/29/2015 quarterly

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
	performance in the core curricular areas.				
G2.B1.S1.MA1	The leadership team will monitor the number of students that are at-risk due to poor academic performance.	Williams, Cathy	9/1/2014	Leadership Team agenda, team meeting minutes, student data reports from online academic programs, Gradebook, Teacher feedback.	5/29/2015 quarterly
G2.B1.S1.MA1	The counselor will assist the School Leadership Team in data collection from teachers to identify at-risk students that are consistently displaying poor academic performance. She will also keep a log of parent communication and parent/teacher conferences.	Williams, Cathy	10/1/2014	Communication logs, parent/teacher conference logs.	5/29/2015 quarterly
G3.MA1	Monitor the usage of all technological programs throughout the school and then use the student data to compare with interim assessment scores.	Williams, Cathy	10/1/2014	Administrative observations during walkthroughs, teacher/student usage reports, parent feedback, attendance rosters, etc.	5/29/2015 biweekly
G3.B1.S1.MA1	Review student data reports from instructional software to study areas of growth and areas of continuous need.	Williams, Cathy	8/18/2014	Leadership Team agendas, online student data report print-outs, data chat forms.	5/29/2015 weekly
G3.B1.S1.MA1	Monitor the use of technology observed during classroom walkthroughs, identify how technology is being incorporated during common planning, and review computer program reports.	Lazo, Michael	8/18/2014	Feedback from Classroom Walkthroughs, Print outs from weekly reports from each program, agendas from common planning sessions, and student usage reports.	5/29/2015 weekly

## 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.** To increase student achievement by improving core instruction in all content areas.

**G1.B1** Limited knowledge of effective instructional delivery that follows an instructional routine.

**G1.B1.S1** Effective Planning and Instructional Delivery.

### PD Opportunity 1

Unwrap the standards during planning to ensure instruction is aligned to the Florida Standards.

#### Facilitator

Region Curriculum Support Specialist Instructional Coaches Administration

#### Participants

Classroom Teachers School Support Staff Literacy Leadership Team

#### Schedule

Weekly, from 8/18/2014 to 6/5/2015

### PD Opportunity 2

Provide additional professional development on lesson planning and delivery to include explicit instruction and the Gradual Release Model.

#### Facilitator

Region Curriculum Support Specialist Instructional Coaches Administration

#### Participants

Classroom Teachers School Support Staff Literacy Leadership Team

#### Schedule

Weekly, from 8/18/2014 to 6/5/2015

**G1.B2** Limited knowledge in utilizing the Florida Standards and practices while delivering instruction.

**G1.B2.S1** Standards Based Instruction

**PD Opportunity 1**

Participation in professional learning opportunities that will increase knowledge of strategies that can be used to improve instruction for diverse learners - ELL & ESE students.

**Facilitator**

Region Curriculum Support Specialist Instructional Coaches Administration

**Participants**

Classroom Teachers School Support Staff Literacy Leadership Team

**Schedule**

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

**G3.** To increase technological use by students and staff members.

**G3.B1** Limited knowledge and use of instructional software and interactive boards.

**G3.B1.S1** Provide professional development on integrating the use of the Promethean boards and the new programs that will assist in planning and delivering instruction.

**PD Opportunity 1**

Provide in-house opportunities for teachers to view webinars on the different technological programs that have been adopted by the District.

**Facilitator**

Instructional Coaches Administration Region Curriculum Support Specialist

**Participants**

Classroom Teachers School Support Staff Administration Leadership Team

**Schedule**

Monthly, from 8/18/2014 to 5/29/2015



## **PD Opportunity 2**

Provide an in-house opportunity for teachers to learn about the Promethean boards and how to utilize them more effectively.

### **Facilitator**

Instructional Coaches Administration Region Curriculum Support Specialist

### **Participants**

Classroom Teachers School Support Staff Administration Leadership Team

### **Schedule**

On 10/30/2014

## Technical Assistance Items

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

## Budget Rollup

Summary	
Description	Total
<b>Goal 3:</b> To increase technological use by students and staff members.	0
<b>Grand Total</b>	<b>0</b>

Goal 3: To increase technological use by students and staff members.		
Description	Source	Total
B1.S1.A1	General Fund	0
B1.S1.A2	General Fund	0
B1.S1.A3	General Fund	0
<b>Total Goal 3</b>		<b>0</b>