

Mater Academy Charter High



2014-15 School Improvement Plan

Mater Academy Charter High

7901 NW 103RD ST, Hialeah Gardens, FL 33016

<http://materacademyhigh.dadeschools.net>

School Demographics

School Type

High

Title I

Yes

Free/Reduced Price Lunch

81%

Alternative/ESE Center

No

Charter School

Yes

Minority

98%

School Grades History

Year

2013-14

2012-13

2011-12

2010-11

Grade

A

A

A

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
Not In DA	5	Gayle Sitter
Former F	Turnaround Status	
No		

Part I: Current School Status

Supportive Environment

School Mission and Vision

Provide the school's mission statement

The mission of Mater Academy is to develop the intellectual and social skills of its students by facilitating a rigorous college preparatory curriculum and a wide range of educational resources within a safe learning environment. Students are expected to perform at or above grade level availing success in high school and within a global society.

Provide the school's vision statement

In collaboration with its teachers, parents, community, and administration it is the vision of Mater Academy to provide a meaningful and nurturing educational environment that promotes academic achievement for its students.

School Environment

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

At Mater Academy, the concept of “family” is engrained in our culture. Components in social studies and language arts classes focus on cultural differences. Parent academies, student orientations, community involvement sessions, and student peers, establish the venue by which families can become an integral part of the “Mater Family”.

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

Following the guidelines of the Jessica Lunsford Act and procedures as outlined by Miami-Dade County Public Schools, Mater Academy has a structure in place where teachers and students alike feel that they are in a safe environment conducive to learning. Emphasis on respect of self and others is engrained in students through leadership and career research classes. All after school programs are structured to enrich student learning, both academically and socially.

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

We believe that a safe and orderly school is of primary importance. When children behave in a respectful, responsible and safe manner, they learn more and develop into responsible adults whose “character counts”.

Proper behavior is recognized and consequences are given for breaking the code. As a Miami-Dade County Public Charter School, Mater Academy uses the Code of Student Conduct published and distributed by the Miami- Dade County Public School Board. In order to ensure a safe and orderly learning environment, Mater Academy is enforcing stricter standards for its students. Each parent must take an active role in supporting this plan. We want our children to learn to be responsible citizens. It is in the children’s best interest that parents and staff work together to ensure a happy, safe and productive learning experience.

In order to provide the safest learning environment for our students, Mater Academy Middle/ High School has established a Progressive Disciplinary Plan. The plan emphasizes consistency across the

board at the disciplinary level and correlates to Miami-Dade County Public Schools Student Code of Conduct. It has been developed with the intention for students to understand that every inappropriate action has a consequence. The educational purposes of the Mater Academy Middle/ High School are accomplished best in a climate of student behavior that is socially acceptable and conducive to the learning and teaching process. Student behavior that disrupts this process or that infringes upon the rights of other individuals will not be tolerated. The Progressive Disciplinary Plan will be implemented and enforced by the Administrative Team of Mater Academy Middle/ High School.

Describe how the school ensures the social-emotional needs of all students are being met, which may include providing counseling, mentoring and other pupil services

The Comprehensive Student Services Social-Emotional programs help to provide a well-rounded in-depth understanding of how to deal with the stresses, challenges, and sudden, tragic life events our youth is faced with everyday. Student Services Personnel provide individual and as needed group counseling to students who might be grieving, experience post traumatic syndrome symptoms due to a tragic incident, conduct whole group presentations utilizing comprehensive curriculum in the area of Bullying , Harassment, and Sexting, Aids Awareness, and Youth related crimes. As needed, based on proper screenings, students and their families are referred to outside agencies for continued evaluations, support, and rehab (Psychotherapy); some of which partner up with the School; such as The Alliance, TAP, etc.. Also helping to facilitate and help to establish student driven peer mediation and Awareness, Tolerance organizations and clubs such as People's Club and the Gay Straight Alliance; hoping to create safe spaces and a better acceptance of the diverse population in our School Community. School Counselors work closely with Parents to make sure that the student's needs are being met at home as one recovers; finds stability again. All to assure a solid, proactive, preventative cohesive Support System working towards meeting the needs of the ever changing Student.

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

- Attendance below 90 percent, regardless of whether absence is excused or a result of out-of-school suspension.
- One or more suspensions, whether in school or out of school.
- Course failure in English Language Arts or mathematics.
- A Level 1 score on the statewide, standardized assessments in English Language Arts or mathematics.
- Students who in grade 9 miss any days in the first 20 days of school.
- Students who fail to progress to Grade 10 on time.
- Students in high school with a grade of point average less than 2.0.

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

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

Indicator	Grade Level				Total
	9	10	11	12	
Attendance below 90 percent	0	0	0	0	
One or more suspensions	223	0	0	0	223
Course failure in ELA or Math	11	8	8	8	35
Level 1 on statewide assessment	45	29	0	0	74
GPA less than 2.0	33	23	9	0	65
Grade 9 Students with more than absence the first 20 days	44	0	0	0	44
Absent more than 18 days	40	48	99	123	310

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

Indicator	Grade Level	Total
Students exhibiting two or more indicators		

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

Mater Academy provides various intervention programs for all students needing academic assistance. All students that scored a Level 1 or 2 in the Florida Comprehensive Assessment Test and/or End of Course Exams are enrolled in an intensive reading and/or math course respectively. In addition, these students are required to attend after school tutorial programs twice per week to target academic deficiencies. Pull-Out tutoring and push in tutoring is also offered for bubble students. Counselors provide academic assistance by meeting with students to develop better study skills and obtain strategies in preparation of assessments.

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/187446>.

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

Community involvement in school continues to be a fundamental part of the philosophy and operation of Mater Academy. The school ensures that parents, teachers, other community members, and stakeholders are actively engaged in the design and implementation of the school. Community leaders

and parents are urged to become valuable stakeholders, along with the staff, and are also encouraged to become members of the EESAC Committee and assist in the development of the School Improvement Plan.

Mater Academy prides itself in an open-door policy where stakeholders can communicate directly with school administrators to enhance our programs. Through special events, such as Career Day, we are continuously soliciting the participation of stakeholders to enhance the community-school relations.

Title I, Part A Mater Academy High Charter School provides services to ensure students requiring additional remediation are assisted through extended learning opportunities (before-school and/or after-school programs, Saturday Tutoring or summer school). The Miami-Dade Public School district coordinates with Title II and Title III in ensuring staff development needs are provided. Title I funds will be used to employ a reading coach to oversee the implementation of the Comprehensive Research Based

Reading Program. The Reading Coach develops, leads, and evaluates school core content standards and programs; identifies and analyzes existing literature on scientifically based curriculum/behavior assessment and intervention approaches. The Reading Coach identifies 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 key personnel such as paraprofessionals and a Community Involvement Specialist are employed through Title I. Paraprofessionals provide instructional support to students in the core areas as well as provide small group tutoring during the instructional day. A Community Involvement Specialists support and solicit family involvement of children being served in activities funded by Title I. These funds will also be used to provide support for an after-school tutoring and Saturday tutoring program for Reading, Math, Writing and Science. Title I funds are also used to purchase supplemental materials and technology for core subjects such as Reading, Math, and Science in order to improve instructional focus. Other components that are integrated into the school-wide program include the Title I Mater Academy Chess Club and an extensive Parental Program that requires parents to complete volunteer hours. Opportunities are created for parents to become involved through the Parent Academy which offers conferences on education and social issues.

Title II

The Miami-Dade district uses supplemental funds for improving basic education as follows:

- Training to certify qualified mentors for the New Teacher (MINT) Program
- Training for add-on endorsement programs, such as Reading, Gifted, ESOL training

Title III

Mater Academy High Charter School receives Title III funds to supplement and enhance the programs for English Language

Learners (ELL) and immigrant students by providing funds to implement and provide tutorial programs.

Title X- Homeless

In cases of homeless students, the Title I Community Involvement Specialist gathers resources (clothing, school supplies, and social services referrals) for students identified as homeless under the McKinney-Vento Act eliminate barriers for a free and appropriate education. Currently, there are no students that fall under this demographic

Supplemental Academic Instruction (SAI)

Mater Academy High Charter School will receive funding from Supplemental Academic Instruction (SAI) as part of its Florida

Education Finance Program (FEFP) allocation.

Violence Prevention Programs

The Student Services Department coordinates drug and violence prevention activities such as Red Ribbon Week and Anti-Bullying presentations that support prevention of violence and drug awareness in and around the school. These programs prevent the use of tobacco, alcohol drugs, and foster a safe, drug-free learning environment supporting student achievement. Mater Academy offers a non-violence

and anti-drug program to students that incorporate field trips, community service, and guest speakers.

- The Safe and Drug-Free Schools Program addresses violence and drug prevention and intervention services for students through curriculum implemented by classroom teachers, elementary counselors, and/or TRUST Specialists.
- Training and technical assistance for elementary, middle, and senior high school teachers, administrators, counselors, and/or TRUST Specialists is also a component of this program.
- District Policy Against Bullying and Harassment
- Miami Dade County Public Schools adopted Policy 5517.01, titled Bullying and Harassment. It is the policy of the Miami-Dade County Public School District that all of its students and school employees have an educational setting that is safe, secure and free from harassment and bullying of any kind.
- This policy provides awareness, prevention and education in promoting a school atmosphere in which bullying, harassment, and intimidation will not be tolerated by students, school board employees, visitors, or volunteers.
- Administrators or designees are required to begin any investigation of bullying or harassment within 24 hours of an initial report.
- All Staff, Students, and Parents/Volunteers MUST receive training on an annual basis.
- Every school site is required to implement 5 curriculum lessons on Bullying and Violence Prevention per grade level Pre-K thru 12.

Nutrition Programs

Mater Academy High Charter School adheres to and implements the nutrition requirements state 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 snacks, follows the Healthy Food and Beverage Guidelines as adopted in the District's Wellness Policy.

Career and Technical Education

By promoting Career Pathways and Programs of Study students will become academy program completers and have a better understanding and appreciation of the postsecondary opportunities available and a plan for how to acquire the skills necessary to take advantage of those opportunities. Articulation agreements allow students to earn college and postsecondary technical credits in high school and provide more opportunities for students to complete 2 and 4 year postsecondary degrees. Students will gain an understanding of business and industry workforce requirements by acquiring Ready to Work and other industry certifications.

Other

Coordination and Integration: CIS Involve parents in the planning and implementation of the Title I Program and extend an open invitation to our school's parent resource center or parent area in order to inform parents regarding available programs, their rights under No Child Left Behind and other referral services. Increase parental engagement/involvement through developing (with on-going parental input) our school's Title I School- Parent Compact; our school's Title I Parental Involvement Plan; scheduling the Title I Annual Meeting; and other documents/activities necessary in order to comply with dissemination and reporting requirements. Conduct informal parent surveys to determine specific needs of our parents, and schedule workshops, Parent Academy Courses, etc., with flexible times to accommodate our parents' schedules. This impacts our goal to empower parents and build their capacity for involvement. Complete Title I Administration Parental Involvement Monthly School Reports (FM-6914 Rev. 06-08) and the Title I Parental Involvement Monthly Activities Report (FM-6913 03-07), and submit to Title I Administration by the 5th of each month as documentation of compliance with NCLB Section 1118. Additionally, the M-DCPS Title I Parent/Family Survey, distributed to schools by Title I Administration, is to be completed by parents/families annually in May. The Survey's results are to be used to assist with revising our Title I parental documents for the approaching school year.

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
Alonso, Yolanda	Instructional Coach
Alvarez, Maria	Teacher, Career/Technical
Castillo, Trishia	Assistant Principal
Castro, Diana	Other
Clemente, Elaine	Assistant Principal
Fonteriz, Mildred	Teacher, K-12
Kemper, Elizabeth	Teacher, K-12
Llanes, Idelsy	Teacher, K-12
Lora, Gilbert	Assistant Principal
Macho, Silvina	Instructional Media
Marty, Judith	Principal
Melo, Jessica	Other
Montero, Maria	Instructional Coach
Nunez, Jose	Assistant Principal
Perez, Beatriz	Assistant Principal
Portela, Carmen	Teacher, K-12
Rodriguez, Jose	SAC Member
Saladrigas, Adalyn	Teacher, ESE
Sanchez, Luis	Other
Stephens, Corey	Teacher, K-12
Ulloa, Kismet	Assistant Principal
Marrero, Blanca	Instructional Coach

Duties

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

Tier 1(Leadership Team)

- The Rtl team will schedule and facilitate regular Rtl meetings, ensure attendance of team members, ensure follow up of action steps, allocate resources. In addition to the school administrator(s) the school's Leadership Team will include the following members who will carry out SIP planning and MTSS problem solving:
- School reading, math, science, and behavior specialists (Yolanda Alonso; Maria Mitrani; Elizabeth Kemper, and Gilbert Lora)
- Special education personnel (Adalyn Saladrigas)
- School guidance counselor (Trishia Castillo)
- School psychologist (Jorge Garcia)
- Member of advisory group, community stakeholders, parents: (Jose Rodriguez)
- In addition to Tier 1 problem solving, the Leadership Team members will meet bi-weekly to review consensus, infrastructure, and implementation of building level MTSS.

Tier 2

The Administrator, Reading Coach, Counselor, and classroom teacher will conduct regular meetings

to evaluate intervention efforts for students by subject, grade, intervention, or other logical organization.

In addition to those selected other teachers will be involved when needed to provide information or revise efforts.

Tier 3 SST

Administrator, Reading Coach, Special Education Specialist, the School Counselor, the School Psychologist, Tier 2 Team, and parent/guardian make up the Tier 3 SST Problem Solving Team.

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 Leadership Team use the Tier 1 Problem Solving process to set Tier 1 goals, and monitors academic and behavioral data to evaluate progress towards those goals at least three times per year by:

1. Holding regular team meetings where problem solving is the sole focus.
2. Using the four step problem solving process as the basis for goal setting, planning, and program evaluation during all team meetings that focus on increasing student achievement or behavioral success.
3. Determining how we will know if students have made expected levels of progress towards proficiency.
4. Responding when grades, subject areas, classes, or individual students have not shown a positive response.
5. Responding when students are demonstrating a positive response or have met proficiency by raising goals or providing enrichment respectively.
6. Gathering and analyze data at all Tiers to determine professional development for faculty as indicated by group or individual student diagnostic and progress monitoring assessment.
7. Ensuring that students in need of intervention are actually receiving appropriate supplemental Tier 2 intervention. Gather ongoing progress monitoring (OPM) for all interventions and analyze that data using the Tier 2 problem solving process after each OPM.

Tier 2

The second level of support consists of supplemental instruction and interventions provided in addition to and in alignment with effective core instruction and behavioral supports to groups of targeted students who need additional instructional and/or behavioral support. Tier 2 problem solving meetings occur regularly (monthly is suggested) to:

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

The school improvement plan (SIP) summarizes the school's academic and behavioral goals for the year and describes the school's plan to meet those goals. The specific supports and actions needed implement the SIP strategies are closely examined, planned, and monitored on the MTSS Tier 1 worksheets completed three times per year. The MTSS Problem-Solving process is used to first carry out, monitor, and adjust if necessary, the supports that are defined in the SIP. Annual goals are translated into progress monitoring (3 times per year) and ongoing progress monitoring measures (approximately once per month) that can reliably track progress on a schedule based on student need across Tiers.

Tier 2 supports are provided to students who have not met proficiency or who are at risk of not meeting proficiency.

Finally, MTSS End of Year Tier 1 problem solving evaluates the SIP efforts and dictates strategies for the next year's SIP. At this time, previous years trend data across grade levels is used to examine impact grades for support focus or prevention/early intervention efforts.

While the SIP plan does not focus on the primary (untested) grades, the MTSS leadership team extends the intent of the SIP to kindergarten, first, and second grades as they contribute extensively to later grades performance and student engagement.

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School Advisory Council (SAC)

Membership

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

Name	Stakeholder Group
Judith Marty	Principal
Maria Montero	Teacher
Jose Rodriguez	Teacher
Yolanda Alonso	Teacher
Idelsy Llanes	Teacher
Corey Stephens	Teacher
Jorge Macho	Education Support Employee
Odette Adderly	Parent
Aymee Azua	Parent
Iliana Alvarez	Parent
Marisela Diaz	Parent
Albarosa Lopez	Parent
Chelsea Cabrera	Parent
Kassandra Ulloa	Parent
Emily Acosta	Student
Edwin Morales	Student
Carlos Laya	Business/Community
Luis Vazquez	Business/Community
Antonio Roca	Business/Community
Roberto Blanch	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

Mater Academy EESAC reviewed and approved the 2013-2014 School Improvement Plan on 9/10/2013. The members received regular reports on the implementation of the SIP including progress related to the implementation of the strategies and results of benchmark and district/state assessments.

Development of this school improvement plan

During the last SAC meeting held on April 8, 2014, the council member reviewed the End-of-Year SIP and provided recommendations for the development of the 2014-2015 SIP. The School Improvement Plan is a permanent agenda item at all SAC meetings; data from formal assessments and strategy implementation, including goal progress, is shared and discussed at monthly meetings. The SAC participates in the Mid-Year Review and strategies are revised as needed. The council also reviews suggested strategies at the EOY SIP review which takes place during the last monthly meeting in April.

Preparation of the school's annual budget and plan

State and Federal funds such as FTE, Title 1, Title 3 monies are all utilized when preparing the school's annual budget. In preparation, the EESAC gathers data from the previous academic year and creates a budget to assist students in need of remediation.

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

Educational and Reward Field Trips: \$ 2,000.00

Incentives for students: \$2,000.00

Supplemental Tutoring Materials: \$ 4,500.00

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
Alonso, Yolanda	Instructional Coach
Clemente, Elaine	Assistant Principal
Marrero, Blanca	Instructional Coach
Castro, Diana	Other
Montero, Maria	Teacher, K-12
Melo, Jessica	Teacher, K-12
Kemper, Elizabeth	Teacher, K-12
Llanes, Idelsy	Teacher, K-12
Stephens, Corey	Teacher, K-12
Portela, Carmen	Teacher, K-12
Fonteriz, Mildred	Teacher, K-12

Duties

Describe how the LLT promotes literacy within the school

One of the major initiatives of the LLT will be to aid the Response to Intervention (RtI) Team in the development of a new Instructional Focus Calendar (IFC) based on the Florida Standards Assessment (FSA) in order to ensure that the faculty and staff are familiar with and implement these new standards using research-based reading strategies throughout the curriculum and across subject areas. The LLT will foster reading leadership in faculty and staff members by providing mentoring, lesson studies, and model classrooms for novice or struggling teachers. Recognizing and affirming teachers' successes in the area of literacy is also a top priority as well as promoting a positive culture of reading and literacy throughout the school campus and community by developing such activities as literacy week, a book fair with a parent night, and the initiation of a foreign language book club. Additionally, the Reading Leadership Teams will be encouraged and supported in developing Lesson Studies to focus on developing and implementing instructional routines that use complex text and incorporate text dependent questions. Multi-disciplinary teams will develop lessons that provide students with opportunities for research and incorporate writing throughout.

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

Mater Academy fosters working relationships between teachers by providing forums to participate in Professional Learning Communities, monthly department meetings, and faculty meetings. These meetings create opportunities for teachers to share best practices and ideas. Mater Academy has also been named a SpringBoard Demonstration school by the CollegeBoard. Teachers from other schools have the opportunity to visit and observe model classrooms implementing the Pre-AP program called SpringBoard.

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

Mater Academy High School establishes and implements processes to recruit, employ, retain, mentor, and develop, and evaluate qualified professional and support staff to fulfill assigned roles and responsibilities:

RECRUITMENT PROCESS

- Employs teachers to match the criteria needed, offers comparable salaries to other local districts, and uses equivalent pay scales based on years of experience and degrees earned;
- Partners with local universities to attract qualified graduates and participates in their job fairs;
- Provides the opportunity to apply on-line at the school's website: www.matermiddlehigh.org
- Locates qualified candidates on sites such as Teachers-Teachers.com and Teachers.net;
- Advertises on local web-based newspapers;
- Partners with the Spanish Ministry of Education to assist with the hiring of highly qualified dual language educators;
- Recruits international teachers through Education Partner International LLC; and
- Actively hosts job fairs at select Mater school locations

EMPLOYMENT PROCESS

- Resumes are reviewed and applicants are prequalified according to job description, state certification, federal guidelines and other criteria;
- Candidates are contacted for an initial interview;
- The initial interview may consist of a panel made up of a designated administrator, subject department chair, and a support staff member (e.g. reading coach, math coach, etc.);
- On successful completion of an initial interview, select candidates meet with the principal for a second interview;
- Principals may not employ an individual who is not qualified for certification or does not meet highly qualified status if another applicant has applied who meets the requirement; and
- The school agrees to fingerprint all employees as required by Section 1012.32, F.S., all employees agree to background checks, and drug-screening.

RETAINMENT PROCESS

- Offers annual salaries in line with other local districts, a 401-K Plan which offers matching funds, tuition reimbursement, and a full medical package that includes medical, vision and dental benefits;
- Offers paid life insurance and disability plan;
- Provides teachers the ability to receive and accrue sick days;
- Offers educational assistance/tuition reimbursement which encourages personal development through formal education so employees can maintain and improve job-related skills or enhance their ability to compete for reasonably attainable jobs with the School.
- Boosts teacher morale through positive feedback, staff gatherings and social events, and a "Teacher Appreciation Week";
- Encourages optional professional development opportunities; and
- Conducts walkthroughs, Midyear Reviews, Yearly Observations, and Summative Evaluations, conducted to assist the teacher with their professional growth.

MENTORING PROCESS

- Beginning/New Teacher Orientation is held before the commencement of each school year; beginning

teachers, teachers new to the school, and those in need of improvement are assigned mentors. These individuals assist with their acculturation to the school's mores and are accessible to aid with any school related or other issues.

- All faculty and staff, as part of the continuous improvement process, are offered professional growth opportunities to further enhance their individual professionalism.

DEVELOPMENT OF STAFF

- Faculty members will complete an Individual Professional Development Plan (IPDP) as a means to document and identify areas for person targeted professional growth, including the identification of strategies for obtaining specified goals, and a timeframe in which it can occur. These IPDPs are then reviewed by an administrator, and therein an opportunity exists for additional recommendations to be made as well as there is an opportunity to discuss and commit to said plan; and
- Observation of new and challenged teachers by veteran teachers may be conducted and support strategies will be implemented as applicable;
- Staff will participate in school-initiated and other relevant and necessary workshops for professional development, and with the intent of consistent and continuous improvement to educators as professionals;
- Teachers will meet with administrators periodically to interpret data from district and/or state assessments. Quantitative and qualitative data will be used to help plan and improve classroom instructions by targeting students' weak areas;
- Faculty meetings will be held monthly by school administrators to discuss day-to-day school activities in order to facilitate support, and encourage communication;
- Department meetings will be held monthly to discuss any concerns within the department, and to keep abreast of current trends in the particular subject area;
- Team meetings may occur as often as biweekly through team leaders, in order to facilitate support, encourage communication, allow for team planning, and troubleshoot concerns and needs;

EVALUATION OF FACULTY

- The administrative team will each conduct a minimum of 15 walkthroughs daily to provide feedback on objective, setting, grade level appropriateness of lessons, use of higher-order questioning, appropriate use of resources; on-task behavior, as well as classroom management;
- Each teacher will be formally observed a minimum of once in the school year using the Instructional Performance Evaluation and Growth System (IPEGS) which focuses on 8 Standards: (1)Learner Progress, (2)Knowledge of Learners, (3)Instructional Planning, (4)Instructional Delivery, (5)Assessment, (6)Communication, (7)Professionalism, and (8)Learning Environment. Number of observations will be based on number of years of teaching experience.

Staffing responsibilities lie with administration

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

Mentee Name: Danny Arguello, High School Business

Mentor Name: Daisy Benitez

Rationale for Pairing: Mrs. Benitez has been a Business teacher for six years.

Their classrooms are in close proximity she brings a high level of real - world experience from her previous employer.

Planned Mentoring Activities: Mentee will participate in our 2 day Beginning Teacher Orientation that takes place a week before school starts. The mentee and mentor will meet a minimum of once a week and the mentor is responsible for keeping a log of those meetings. The mentee will be responsible for creating a "Beginning teacher Portfolio" made up of 10 components. One component is due each month to an Assistant Principal who will review the portfolio monthly and make comments and suggestions to assist the beginning teacher.

Mentee Name: Veronica Hernandez, High School Geometry

Mentor Name: Francisco Porto

Rationale for Pairing: Mr. Porto has been a math teacher for ? years

Their classrooms are in close proximity.

Planned Mentoring Activities: Mentee will participate in our 2 day Beginning Teacher Orientation that takes place a week before school starts. The mentee and mentor will meet a minimum of once a week and the mentor is responsible for keeping a log of those meetings. The mentee will be responsible for creating a "Beginning teacher Portfolio" made up of 10 components. One component is due each month to an Assistant Principal who will review the portfolio monthly and make comments and suggestions to assist the beginning teacher.

Mentee Name: Logan Johnson, High School Chemistry

Mentor Name: Yasser Morales

Rationale for Pairing: Mr. Morales has been a math teacher for 11 years.

Their classrooms are in close proximity.

Planned Mentoring Activities: Mentee will participate in our 2 day Beginning Teacher Orientation that takes place a week before school starts. The mentee and mentor will meet a minimum of once a week and the mentor is responsible for keeping a log of those meetings. The mentee will be responsible for creating a "Beginning teacher Portfolio" made up of 10 components. One component is due each month to an Assistant Principal who will review the portfolio monthly and make comments and suggestions to assist the beginning teacher.

Mentee Name: Peter Magnoli, 9th World History

Mentor Name: Idelsey Llanes

Rationale for Pairing: Mrs. Llanes has been a History teacher for 11 years and is the Department chair for Social Studies.

Planned Mentoring Activities: Mentee will participate in our 2 day Beginning Teacher Orientation that takes place a week before school starts. The mentee and mentor will meet a minimum of once a week and the mentor is responsible for keeping a log of those meetings. The mentee will be responsible for creating a "Beginning teacher Portfolio" made up of 10 components. One component is due each month to an Assistant Principal who will review the portfolio monthly and make comments and suggestions to assist the beginning teacher.

Mentee Name: Jungman Andrew, AP Environmental Science

Mentor Name: Dr. Rodriguez

Rationale for Pairing: Dr. Rodriguez has been a Science teacher for 11 years and is

Planned Mentoring Activities: Mentee will participate in our 2 day Beginning Teacher Orientation that takes place a week before school starts. The mentee and mentor will meet a minimum of once a week and the mentor is responsible for keeping a log of those meetings. The mentee will be responsible for creating a "Beginning teacher Portfolio" made up of 10 components. One component is due each month to an Assistant Principal who will review the portfolio monthly and make comments and suggestions to assist the beginning teacher.

Mentee Name: Steve Mescher, High School Science

Mentor Name: Elizabeth Kemper

Rationale for Pairing: Mrs. Kemper has been a Science teacher for 11 years and is the Science Department Chair.

Planned Mentoring Activities: Mentee will participate in our 2 day Beginning Teacher Orientation that takes place a week before school starts. The mentee and mentor will meet a minimum of once a week and the mentor is responsible for keeping a log of those meetings. The mentee will be responsible for creating a "Beginning teacher Portfolio" made up of 10 components. One component is due each month to an Assistant Principal who will review the portfolio monthly and make comments and suggestions to assist the beginning teacher.

Ambitious Instruction and Learning

Instructional Programs and Strategies

Instructional Programs

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

The school ensures that teachers use proven instructional programs that actively engage students in the learning process; provide opportunities for students to apply their knowledge and skills to real life situations and give students feedback to improve their performance. The school has adopted the SpringBoard Program that is fully aligned to the Florida Standards in Math and Reading as well as the use of CPALMS for sample lessons and Professional Development. To ensure fidelity of these instructional programs, the school utilizes grade/subject level pacing guides and instructional focus calendars all aligned to the Florida Standards. The departments meet periodically to plan and share best practices. Lesson plans are then created and submitted to assistance principals for review. A common board configuration is required of each teacher outlining the Florida Standards objectives, agenda, essential questions, and vocabulary for each class. Leadership team members observe and verify the fidelity of curriculum implementation through co-teaching, modeling, and mentoring. To ensure teachers are on task and effective, various processes are implemented such as IPEGS conducted at least once a year, classroom walkthroughs conducted daily, and student performance data.

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

Formative assessments are administered quarterly. Instructional strategies and/or research-based material are modified based on the results of data from such data. Students receive differentiated instruction based on weakness or strengths from formative assessment results. Students are reassessed with summative assessments to ensure mastery has taken place.

Computer programs such as Reading Plus, Achieve 3000, Triumph Learning, and Math XL are used in as supplementary resources. All programs are aligned to the Common Core standards. With this reading intervention, students have the opportunity to engage with complex texts. This program not only tracks student performance but also provides educators with actionable prompts to help even the most struggling reader progress through the program. The instructional components in the supplemental resources scaffold comprehension tasks.

Math XL is aligned to the Common Core State Standards, providing comprehensive coverage of math concepts and applications. Math XL provides unlimited practice problems specifically tailored to each required standard. Student progress is tracked and proficiency scored reports are generated. These reports allow the teachers to evaluate student aptitude and identify areas of weakness.

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

Strategy: After School Program

Minutes added to school year: 3,380

After school tutoring begins in early October and ends in April. This program is offered as a remediation tutoring in Reading, Math, and Science on Monday through Thursday for 90 minutes per day. .

Strategy Rationale

All students will benefit from the before and tutoring programs offered at Mater Academy Middle School. The before and after school tutoring program remediates all students not meeting high standards in Math , Reading, and Science.

Strategy Purpose(s)

- Core Academic Instruction

Person(s) responsible for monitoring implementation of the strategy

Alonso, Yolanda, yalonso@dadeschools.net

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

Data is collected quarterly after each administration of the Interim Assessment. Classroom teachers meet by subject area during lunch and analyze the growth and areas of concern. Instructional decisions based on data are made at the time. Instructional focus calendars are adjusted to meet the needs of the students.

Strategy: Before School Program

Minutes added to school year: 9,000

Math and Science teachers begin tutoring as early as 6:30 am to offer assistance to students needing remediation in mathematics and Science.

Strategy Rationale

All students will benefit from the before and tutoring programs offered at Mater Academy Middle School. The before and after school tutoring program remediates all students not meeting high standards in Math , Reading, and Science.

This program benefits students are unable to attend after school tutorials due to extra curricular activities or transportation issues.

Strategy Purpose(s)

- Core Academic Instruction
- Enrichment

Person(s) responsible for monitoring implementation of the strategy

Montero, Maria, mmontero@dadeschools.net

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

Data is collected quarterly after each administration of the Interim Assessment. Classroom teachers meet by subject area during lunch and analyze the growth and areas of concern. Instructional decisions based on data are made at the time. Instructional focus calendars are adjusted to meet the needs of the students.

Strategy: Weekend Program

Minutes added to school year: 1,620

Saturday Tutoring offers Reading, Math, and/or Science to enrich students in preparation for state assessments, EOC testing and Advanced Placement exams.

Strategy Rationale

The Saturday Tutoring Program enriches all students that are above grade level through instruction in the core academic subjects.

Strategy Purpose(s)

- Enrichment

Person(s) responsible for monitoring implementation of the strategy

Melo, Jessica, jessicastewart@dadeschools.net

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

Data is collected quarterly after each administration of the Interim Assessment. Classroom teachers meet by subject area during lunch and analyze the growth and areas of concern. Instructional decisions based on data are made at the time. Instructional focus calendars are adjusted to meet the needs of the students.

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

Mater Academy employs various strategies to support incoming and outgoing cohorts of students in transition from one school level to another. There is a collaborative process that takes place within grade levels, content areas, and feeder schools.

A New Student Orientation is held prior to the beginning of the school year to inform students and parents about policies and procedures. In addition, counselors familiarize students with academic requirements and expectations for grade level advancement/graduation.

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

The Mater Academy Student Services Department develops a yearly Curriculum Bulletin that provides students as well as parents with the courses offered along with a brief description of each course. The Curriculum Bulletin indicates several options for academies and tracks for students to choose from. School counselors conduct presentations to all students by class and grade levels and assist students in the selection of courses by completing the Subject Selection Form. In addition, counselors review school course plan to assure that students are enrolled in courses that align with the students' future career goals.

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

Mater Academy Charter High School offers various vocational courses that lead to Industry Certification.

Courses in fields such as Early Childhood and Computers help students understand the relevance of school to work and career planning. In addition, the school offers courses such as Law, Accounting, and other Business related courses to facilitate students' transitions from school to work by providing them with the necessary tools for success.

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

CTE courses at the high school level at Mater Academy are aligned with courses in Math, Reading, Science, and Language Arts. Teachers have access to assessment data that allows them to respond to students' needs in these areas.

Mater Academy teachers are given the freedom to implement disciplinary reading strategies in the career and technical education (CTE) curriculum. This enables students to succeed in school, careers and daily life. When covering topics such as trades and occupations, teachers assist in the development of math concepts applied to those trades. A project based curriculum allows for expansion in the areas of reading, research, and vocabulary building. Students who complete a sequence of career/technical courses are better prepared to pass graduation tests in reading, writing, and math. The school has provided financial assistance practice test and licenses to certify students in Microsoft Office as well as Intuit Quick Books.

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

Mater Academy Charter High School provides students with a rigorous college prep curriculum. Mater Academy High School meets and exceeds the requirements of the Florida State University Systems. The school requires students to graduate with 4 levels of English, Math, Science, and Social Sciences. Students are encouraged to take courses that are the most challenging for their level. Teachers and the College Advisory Program Counselor (CAP) promote enrollment in these courses in order to prepare them for post-secondary education. In addition to encouraging students to enroll in AP and Dual Enrollment courses, the CAP Advisor persuades students to apply and meet the requirements for Bright Futures Scholarships. In 2013, 105 graduating seniors were awarded Bright Futures Scholarships.

In conjunction with a rigorous college-prep curriculum, Mater Academy High School encourages students to enroll in SAT/ACT prep courses after school. Recent SAT data demonstrates that a total of 259 seniors tested during the 2012 school year, earning a mean score of 472 in Reading and a mean score of 461 in Math; which are all above college level.

The SAT Online Prep Program and the ACT Online Prep Program will be made available to all students. These options allow students the opportunity to receive individualized feedback and instruction in preparation for the SAT, ACT, and post-secondary academia. Every student receives an individualized password to access the programs from home and/or school. Mater Academy has also implemented its own SAT/ACT prep program during the 11th grade. Our juniors take half a year of Reading prep and half a year of Math prep during the school day to prepare them for their first attempt to take this tests.

Mater Academy is a college preparatory school which strives to prepare our students for the Post-Secondary level. The latest High School Feedback Report is dated 2012, which shows that 72.8% of our graduates enrolled in a Florida public Post-secondary institution in the fall, compared to 59.1% in the district and 52.1% in the state. Mater Academy has been able to achieve this by providing our student with:

- Classroom guidance and individual sessions conducted by our School Counselors.
- Saturday college readiness workshops for students
- Parent meetings held to explain their role in assisting students with being ready for college
- Offering both Dual Enrollment and AP courses on campus to further challenge our students.
- Students in grades 9-11 participate in the PSAT. Results from this assessment will be used to identify student abilities for course placement.
- Our College Advisor assists students with free vouchers for both SAT and ACT administrations; as well as assistance with college, scholarship and financial aid applications.

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.** The goal is to increase student achievement to improve core instruction in writing across the curriculum.
- G2.** The goal is to use the Early Warning System to identify at-risk students in order to provide them with support and interventions that will increase their academic achievement.
- G3.** The goal of STEM/CTE is to utilize the resources provided by Mater Academy and Miami Dade County Public Schools to increase participation and performances in STEM/CTE initiatives.
- G4.** Parental Involvement: SEE Title 1 Parent Involvement Plan

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. The goal is to increase student achievement to improve core instruction in writing across the curriculum. 1a

G052611

Targets Supported 1b

Indicator	Annual Target
College Readiness Reading	98.0
AMO Reading - All Students	73.0
AMO Reading - White	77.0
AMO Reading - Hispanic	73.0
AMO Reading - African American	59.0
AMO Reading - ELL	59.0
AMO Reading - ED	71.0
College Readiness Mathematics	95.0
4-Year Grad Rate (Standard Diploma)	98.0
FSA - English Language Arts - Proficiency Rate	71.0
ELA/Reading Gains	69.0
ELA/Reading Lowest 25% Gains	74.0
CELLA Listening/Speaking Proficiency	69.0
CELLA Reading Proficiency	40.0
AMO Math - All Students	71.0
FSA - Mathematics - Proficiency Rate	85.0
Math Gains	69.0
Math Lowest 25% Gains	75.0
AMO Math - African American	93.0
Algebra I EOC Pass Rate	75.0
Geometry EOC Pass Rate	80.0
Bio I EOC Pass	59.0
CELLA Writing Proficiency	34.0

Resources Available to Support the Goal 2

- Highly qualified personnel, professional development opportunities, research-based materials, flexible master schedules, curriculum, instruction, funding, instructional coaches, school wide leadership initiative, community partners, environment, and school culture

Targeted Barriers to Achieving the Goal 3

- Students are not adequately prepared to write argumentative and informative essays in preparation for the new Florida Standards Writing Assessment Exam.
- Students experience difficulty with real world situations with Mathematical functions & equations using multiple representations (graphical, tabular, algebraic, and verbal) and finding ways to combine those perspectives to reach deeper conclusions and connections.
- Students need additional assistance in citing textual evidence and using multiple sources while reading historical documents in Social Studies.
- Students have difficulty drawing conclusions and making inferences during in class Science lab activities.

Plan to Monitor Progress Toward G1. 8

Results from classroom-based formative and summative assessments; district mandated interim assessments; IPEGS Teacher Observations; and Walk-through logs.

Person Responsible

Judith Marty

Schedule

Quarterly, from 8/18/2014 to 6/4/2015

Evidence of Completion

Rtl / MTSS Curriculum Council Agenda and Meeting Minutes; EESAC Agenda and Meeting Minutes; and Data Chats

G2. The goal is to use the Early Warning System to identify at-risk students in order to provide them with support and interventions that will increase their academic achievement. 1a

G052612

Targets Supported 1b

Indicator	Annual Target
1+ Absences First 20 Days - Grade 09	10.0
Attendance Below 90%	18.0
One or More Suspensions	13.0
Level 1 - All Grades	18.0
On-time Progression to Grade 10	1.0
GPA below 2.0 - H.S.	16.0
Attendance rate	94.0
Truancy rate	18.0

Students exhibiting two or more EWS indicators (Total)

Resources Available to Support the Goal 2

- Miami-Dade County's Student Code of Conduct, Formative and Summative Assessment Data, Attendance Reports, Tardy Calculator, Personnel such as security and title 1 Community Involvement Specialists, professional development opportunities, schedules, curriculum, instruction, funding, leadership, partners, environment, positive school culture, volunteers.

Targeted Barriers to Achieving the Goal 3

- Students are unaware of the consequences listed in the Student Code of Conduct and on the Mater Academy Parent Contract.
- Students are having difficulty arriving to school in a timely manner.
- English Language Learners are not being successful in ELA and/or mathematics statewide assessments.

Plan to Monitor Progress Toward G2. 8

Results from attendance reports

Person Responsible

Elaine Clemente

Schedule

Quarterly, from 10/20/2014 to 4/10/2015

Evidence of Completion

Rtl / MTSS Curriculum Council Agenda and Meeting Minutes; EESAC Agenda and Meeting Minutes

G3. The goal of STEM/CTE is to utilize the resources provided by Mater Academy and Miami Dade County Public Schools to increase participation and performances in STEM/CTE initiatives. 1a

 G052613

Targets Supported 1b

Indicator	Annual Target
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Resources Available to Support the Goal 2

- SECME, Science Fair, Implementation of Robotics Program; Odyssey of the Mind, Field Trips; Fairchild Gardens Challenges

Targeted Barriers to Achieving the Goal 3

- Students need additional exposure to CTE/STEM related activities and competitions.

Plan to Monitor Progress Toward G3. 8

Data collected from competitions and Industry Certification exams will be evaluated.

Person Responsible

Gilbert Lora

Schedule

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

Evidence of Completion

Awards and passing rates for CTE courses.

G4. Parental Involvement: SEE Title 1 Parent Involvement Plan 1a

 G052614

Targets Supported 1b

Indicator	Annual Target
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Resources Available to Support the Goal 2

-

Targeted Barriers to Achieving the Goal 3

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. The goal is to increase student achievement to improve core instruction in writing across the curriculum.

1

 **G052611**

G1.B1 Students are not adequately prepared to write argumentative and informative essays in preparation for the new Florida Standards Writing Assessment Exam. **2**

 **B132606**

G1.B1.S1 Provide Professional development on the effective implementation of the new Florida Standards in writing. **4**

 **S144591**

Strategy Rationale

Teachers need assistance with strategies to teach argumentative and informational/explanatory essays.

Action Step 1 **5**

Three school-wide CPALMS training sessions will be provided through the Public Consulting Group.

Person Responsible

Elaine Clemente

Schedule

Monthly, from 9/18/2014 to 11/4/2014

Evidence of Completion

Administrators and department chairs will conduct walkthroughs and participate in PLC to observe the effectiveness of the implementation.

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

Leadership Team and teachers will analyze the results of classroom-based formative and summative assessments, formal observations, and district mandated interim assessments to determine effectiveness of the strategy

Person Responsible

Judith Marty

Schedule

Weekly, from 9/18/2014 to 6/5/2015

Evidence of Completion

Agenda and meeting minutes from the Rtl and MTSS Curriculum Council meetings; email correspondence with teachers referencing findings; and initials / notes on lesson plans. .

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

Leadership Team and teachers will analyze the results of classroom-based formative and summative assessments, formal observations, and district mandated interim assessments to determine effectiveness of the strategy.

Person Responsible

Judith Marty

Schedule

Monthly, from 9/18/2014 to 6/4/2015


Evidence of Completion

Results of classroom-based formative and summative assessments; IPEGS Teacher Observations; results of district mandated interim assessments; and Rtl / MTSS Curriculum Council Agenda and Meeting Minutes.

G1.B2 Students experience difficulty with real world situations with Mathematical functions & equations using multiple representations (graphical, tabular, algebraic, and verbal) and finding ways to combine those perspectives to reach deeper conclusions and connections. 2

 B132607

G1.B2.S1 Provide Professional development on the effective implementation of the new Florida Standards in Mathematics. 4

 S144592

Strategy Rationale

Teachers need assistance with strategies to teach students how to solve multi-step word problems and describe in writing the steps needed to complete a problem.

Action Step 1 5

Three school-wide CPALMS training sessions will be provided through the Public Consulting Group.

Person Responsible

Elaine Clemente

Schedule

Monthly, from 9/18/2014 to 11/4/2014

Evidence of Completion

Administrators and department chairs will conduct walkthroughs and participate in PLC to observe the effectiveness of the implementation.

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

Leadership Team and teachers will analyze the results of classroom-based formative and summative assessments, formal observations, and district mandated interim assessments to determine effectiveness of the strategy

Person Responsible

Judith Marty

Schedule

Weekly, from 9/18/2014 to 6/5/2015

Evidence of Completion

Agenda and meeting minutes from the RtI and MTSS Curriculum Council meetings; email correspondence with teachers referencing findings; and initials / notes on lesson plans. .

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

Leadership Team and teachers will analyze the results of classroom-based formative and summative assessments, formal observations, and district mandated interim assessments to determine effectiveness of the strategy.

Person Responsible

Judith Marty

Schedule

Monthly, from 9/18/2014 to 6/5/2015


Evidence of Completion

Results of classroom-based formative and summative assessments; IPEGs Teacher Observations; results of district mandated interim assessments; and Rtl / MTSS Curriculum Council Agenda and Meeting Minutes.

G1.B3 Students need additional assistance in citing textual evidence and using multiple sources while reading historical documents in Social Studies. 2

 B132608

G1.B3.S1 Provide teachers with professional development in incorporating Document Based Questions formative and summative assessments. 4

 S144593

Strategy Rationale

To provide assistance with the new Florida Standards assessments.

Action Step 1 5

Teachers will attend in-house professional development sessions during the Early Release and district designated Professional Development Days.

Person Responsible

Judith Marty

Schedule

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

Evidence of Completion

Lesson plans; weekly review of classroom-based formative and summative assessments; formal and informal observations; and quarterly data chats.

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

The Leadership Team will review the lesson plans, including formative and summative assessments.

Person Responsible

Judith Marty

Schedule

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

Evidence of Completion

Lesson Plans, informal and formal observations; data from formative and summative assessments.

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

Leadership Team and teachers will analyze the results of classroom-based formative and summative assessments, formal observations, and district mandated interim assessments to determine effectiveness of the strategy.

Person Responsible

Judith Marty

Schedule

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

Evidence of Completion

Results of classroom-based formative and summative assessments; IPEGS Teacher Observations; results of district mandated interim assessments; and Rtl / MTSS Curriculum Council Agenda and Meeting Minutes.

G1.B4 Students have difficulty drawing conclusions and making inferences during in class Science lab activities. **2**

 B132609

G1.B4.S1 Schedule weekly laboratory experiments for students with appropriate pre-lab and post-lab activities. Students will write lab reports with strong, evidence-supported conclusions. Teachers will provide support for students. **4**

 S144594

Strategy Rationale

This strategy will eliminate the difficulty students face when drawing conclusions and making inferences during Science labs.

Action Step 1 **5**

Science teachers will offer after school and Saturday workshops to allow extra time for students to complete laboratory investigations.

Person Responsible

Elizabeth Kemper

Schedule

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

Evidence of Completion

Student work and site generated assessment; technology and lab reports

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

Leadership Team and teachers will analyze the results of classroom-based formative and summative assessments, formal observations, and district mandated interim assessments to determine effectiveness of the strategy

Person Responsible

Gilbert Lora

Schedule

Monthly, from 10/20/2014 to 6/5/2015

Evidence of Completion

Agenda and meeting minutes from the Rtl and MTSS Curriculum Council meetings; email correspondence with teachers referencing findings; and initials / notes on lesson plans. .

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

Leadership Team and teachers will analyze the results of classroom-based formative and summative assessments, formal observations, and district mandated interim assessments to determine effectiveness of the strategy.

Person Responsible

Judith Marty

Schedule

Monthly, from 10/20/2014 to 6/5/2015

Evidence of Completion

Results of classroom-based formative and summative assessments; IPEGs Teacher Observations; results of district mandated interim assessments; and Rtl / MTSS Curriculum Council Agenda and Meeting Minutes.


G2. The goal is to use the Early Warning System to identify at-risk students in order to provide them with support and interventions that will increase their academic achievement. 1

 G052612

G2.B1 Students are unaware of the consequences listed in the Student Code of Conduct and on the Mater Academy Parent Contract. 2

 B132610

G2.B1.S1 The administration will continue to implement the progressive school discipline plan. 4

 S144595

Strategy Rationale

Students and parents are not reading documents sent home and posted on the school website.

Action Step 1 5

The Student Services department will progress monitor the students with at-risk behavior problems and report the findings to the MTSS/Rtl team for further assistance.

Person Responsible

Trishia Castillo

Schedule

Daily, from 8/18/2013 to 6/5/2015

Evidence of Completion

suspension reports

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

Following the FCIM model, quarterly data reports from COGNOS will be reviewed.

Person Responsible

Gilbert Lora

Schedule

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

Evidence of Completion

Suspension Reports

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

Leadership Team will analyze the results to determine effectiveness of the strategy.

Person Responsible

Judith Marty


Schedule

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


Evidence of Completion

Rtl / MTSS Curriculum Council Agenda and Meeting Minutes. suspension Reports

G2.B2 Students are having difficulty arriving to school in a timely manner. 2

 B132611

G2.B2.S1 The Blackboard Connect-Ed messenger will be used daily to those students that have 3 or more tardies as well as after school detentions will be required to be served. 4

 S144596

Strategy Rationale

To eliminate or reduce school tardiness.

Action Step 1 5

Detentions will be issued for students who are late to school more than three times per nine weeks.

Person Responsible

Beatriz Perez

Schedule

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

Evidence of Completion

attendance and tardy calculator

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

A reward system will be established to recognize students for perfect attendance.

Person Responsible

Beatriz Perez

Schedule

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

Evidence of Completion

Tardy Calculator and Attendance Reports

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

Following the FCIM model, quarterly data reports from COGNOS will be reviewed.

Person Responsible

Beatriz Perez

Schedule

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


Evidence of Completion

COGNOS reports and attendance reports

G2.B3 English Language Learners are not being successful in ELA and/or mathematics statewide assessments. 2

 B132612

G2.B3.S1 Enroll English Language Learners in Title 3 sponsored ELA and mathematics tutoring. 4

 S144597

Strategy Rationale

English Language Learners need assistance in achieving mastery in ELA and Mathematics assessments.

Action Step 1 5

ELL students will attend after school tutoring sessions.

Person Responsible

Yolanda Alonso

Schedule

Daily, from 10/20/2014 to 4/10/2015

Evidence of Completion

Monitor tutoring attendance

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

Formative and Summative assessments will be issued to tutoring students

Person Responsible

Elaine Clemente

Schedule

Biweekly, from 10/20/2014 to 4/10/2015

Evidence of Completion

Data results from the summative and formative assessments.

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

Leadership Team and teachers will analyze the results of classroom-based formative and summative assessments, formal observations, and district mandated interim assessments to determine effectiveness of the strategy.

Person Responsible

Elaine Clemente

Schedule

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


Evidence of Completion

Results of classroom-based formative and summative assessments; results of district mandated interim assessments; and Rtl / MTSS Curriculum Council Agenda and Meeting Minutes.


G3. The goal of STEM/CTE is to utilize the resources provided by Mater Academy and Miami Dade County Public Schools to increase participation and performances in STEM/CTE initiatives. 1

 G052613

G3.B2 Students need additional exposure to CTE/STEM related activities and competitions. 2

 B132614

G3.B2.S1 Establish a plan and timeline for the development of student projects and increase participation in STEM competitions and CTE initiatives. 4

 S144598

Strategy Rationale

Students will be able to have exposure and an understanding of STEM and CTE .

Action Step 1 5

Science teachers will offer science fair workshops and CTE teachers will promote FBLA memberships.

Person Responsible

Gilbert Lora

Schedule

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

Evidence of Completion

Student work generated; number of participants in FBLA

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

The leadership team will look for increased participation in school site STEM and CTE initiatives.

Person Responsible

Gilbert Lora

Schedule

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

Evidence of Completion

STEM and FBLA competitions

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

The leadership team will monitor the STEM and CTE programs to ensure fidelity of the projects.

Person Responsible

Gilbert Lora

Schedule

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

Evidence of Completion

Curriculum Council Minutes; Applications for STEM and CTE activities

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	Three school-wide CPALMS training sessions will be provided through the Public Consulting Group.	Clemente, Elaine	9/18/2014	Administrators and department chairs will conduct walkthroughs and participate in PLC to observe the effectiveness of the implementation.	11/4/2014 monthly
G1.B2.S1.A1	Three school-wide CPALMS training sessions will be provided through the Public Consulting Group.	Clemente, Elaine	9/18/2014	Administrators and department chairs will conduct walkthroughs and participate in PLC to observe the effectiveness of the implementation.	11/4/2014 monthly
G1.B3.S1.A1	Teachers will attend in-house professional development sessions during the Early Release and district designated Professional Development Days.	Marty, Judith	8/18/2014	Lesson plans; weekly review of classroom-based formative and summative assessments; formal and informal observations; and quarterly data chats.	6/5/2015 monthly
G1.B4.S1.A1	Science teachers will offer after school and Saturday workshops to allow extra time for students to complete laboratory investigations.	Kemper, Elizabeth	8/18/2014	Student work and site generated assessment; technology and lab reports	6/5/2015 biweekly
G2.B1.S1.A1	The Student Services department will progress monitor the students with at-risk behavior problems and report the findings to the MTSS/RtI team for further assistance.	Castillo, Trishia	8/18/2013	suspension reports	6/5/2015 daily
G2.B2.S1.A1	Detentions will be issued for students who are late to school more than three times per nine weeks.	Perez, Beatriz	8/18/2014	attendance and tardy calculator	5/6/2015 daily
G2.B3.S1.A1	ELL students will attend after school tutoring sessions.	Alonso, Yolanda	10/20/2014	Monitor tutoring attendance	4/10/2015 daily
G3.B2.S1.A1	Science teachers will offer science fair workshops and CTE teachers will promote FBLA memberships.	Lora, Gilbert	8/18/2014	Student work generated; number of participants in FBLA	6/5/2015 monthly
G1.MA1	Results from classroom-based formative and summative assessments; district mandated interim assessments; IPEGS Teacher Observations; and Walk-through logs.	Marty, Judith	8/18/2014	RtI / MTSS Curriculum Council Agenda and Meeting Minutes; EESAC Agenda and Meeting Minutes; and Data Chats	6/4/2015 quarterly
G1.B1.S1.MA1	Leadership Team and teachers will analyze the results of classroom-based	Marty, Judith	9/18/2014	Results of classroom-based formative and summative assessments; IPEGS	6/4/2015 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
	formative and summative assessments, formal observations, and district mandated interim assessments to determine effectiveness of the strategy.			Teacher Observations; results of district mandated interim assessments; and RtI / MTSS Curriculum Council Agenda and Meeting Minutes.	
G1.B1.S1.MA1	Leadership Team and teachers will analyze the results of classroom-based formative and summative assessments, formal observations, and district mandated interim assessments to determine effectiveness of the strategy	Marty, Judith	9/18/2014	Agenda and meeting minutes from the RtI and MTSS Curriculum Council meetings; email correspondence with teachers referencing findings; and initials / notes on lesson plans. .	6/5/2015 weekly
G1.B2.S1.MA1	Leadership Team and teachers will analyze the results of classroom-based formative and summative assessments, formal observations, and district mandated interim assessments to determine effectiveness of the strategy.	Marty, Judith	9/18/2014	Results of classroom-based formative and summative assessments; IPEGS Teacher Observations; results of district mandated interim assessments; and RtI / MTSS Curriculum Council Agenda and Meeting Minutes.	6/5/2015 monthly
G1.B2.S1.MA1	Leadership Team and teachers will analyze the results of classroom-based formative and summative assessments, formal observations, and district mandated interim assessments to determine effectiveness of the strategy	Marty, Judith	9/18/2014	Agenda and meeting minutes from the RtI and MTSS Curriculum Council meetings; email correspondence with teachers referencing findings; and initials / notes on lesson plans. .	6/5/2015 weekly
G1.B3.S1.MA1	Leadership Team and teachers will analyze the results of classroom-based formative and summative assessments, formal observations, and district mandated interim assessments to determine effectiveness of the strategy.	Marty, Judith	8/18/2014	Results of classroom-based formative and summative assessments; IPEGS Teacher Observations; results of district mandated interim assessments; and RtI / MTSS Curriculum Council Agenda and Meeting Minutes.	6/5/2015 monthly
G1.B3.S1.MA1	The Leadership Team will review the lesson plans, including formative and summative assessments.	Marty, Judith	8/18/2014	Lesson Plans, informal and formal observations; data from formative and summative assessments.	6/5/2015 daily
G1.B4.S1.MA1	Leadership Team and teachers will analyze the results of classroom-based formative and summative assessments, formal observations, and district mandated interim assessments to determine effectiveness of the strategy.	Marty, Judith	10/20/2014	Results of classroom-based formative and summative assessments; IPEGS Teacher Observations; results of district mandated interim assessments; and RtI / MTSS Curriculum Council Agenda and Meeting Minutes.	6/5/2015 monthly
G1.B4.S1.MA1	Leadership Team and teachers will analyze the results of classroom-based formative and summative assessments, formal observations, and district mandated interim assessments to determine effectiveness of the strategy	Lora, Gilbert	10/20/2014	Agenda and meeting minutes from the RtI and MTSS Curriculum Council meetings; email correspondence with teachers referencing findings; and initials / notes on lesson plans. .	6/5/2015 monthly
G2.MA1	Results from attendance reports	Clemente, Elaine	10/20/2014	RtI / MTSS Curriculum Council Agenda and Meeting Minutes; EESAC Agenda and Meeting Minutes	4/10/2015 quarterly
G2.B1.S1.MA1	Leadership Team will analyze the results to determine effectiveness of the strategy.	Marty, Judith	8/18/2014	RtI / MTSS Curriculum Council Agenda and Meeting Minutes. suspension Reports	6/5/2015 quarterly
G2.B1.S1.MA1	Following the FCIM model, quarterly data reports from COGNOS will be reviewed.	Lora, Gilbert	8/18/2014	Suspension Reports	5/6/2015 monthly
G2.B2.S1.MA1	Following the FCIM model, quarterly data reports from COGNOS will be reviewed.	Perez, Beatriz	8/18/2014	COGNOS reports and attendance reports	5/6/2015 quarterly
G2.B2.S1.MA1	A reward system will be established to recognize students for perfect attendance.	Perez, Beatriz	8/18/2014	Tardy Calculator and Attendance Reports	5/6/2015 quarterly
G2.B3.S1.MA1	Leadership Team and teachers will analyze the results of classroom-based formative and summative assessments, formal observations, and district	Clemente, Elaine	10/20/2014	Results of classroom-based formative and summative assessments; results of district mandated interim assessments;	4/10/2015 monthly

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
	mandated interim assessments to determine effectiveness of the strategy.			and RtI / MTSS Curriculum Council Agenda and Meeting Minutes.	
G2.B3.S1.MA1	Formative and Summative assessments will be issued to tutoring students	Clemente, Elaine	10/20/2014	Data results from the summative and formative assessments.	4/10/2015 biweekly
G3.MA1	Data collected from competitions and Industry Certification exams will be evaluated.	Lora, Gilbert	8/18/2014	Awards and passing rates for CTE courses.	6/5/2015 quarterly
G3.B2.S1.MA1	The leadership team will monitor the STEM and CTE programs to ensure fidelity of the projects.	Lora, Gilbert	8/18/2014	Curriculum Council Minutes; Applications for STEM and CTE activities	6/5/2015 quarterly
G3.B2.S1.MA1	The leadership team will look for increased participation in school site STEM and CTE initiatives.	Lora, Gilbert	8/18/2014	STEM and FBLA competitions	6/5/2015 quarterly

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. The goal is to increase student achievement to improve core instruction in writing across the curriculum.

G1.B1 Students are not adequately prepared to write argumentative and informative essays in preparation for the new Florida Standards Writing Assessment Exam.

G1.B1.S1 Provide Professional development on the effective implementation of the new Florida Standards in writing.

PD Opportunity 1

Three school-wide CPALMS training sessions will be provided through the Public Consulting Group.

Facilitator

Public Consulting Group

Participants

teachers and administrators

Schedule

Monthly, from 9/18/2014 to 11/4/2014

G1.B2 Students experience difficulty with real world situations with Mathematical functions & equations using multiple representations (graphical, tabular, algebraic, and verbal) and finding ways to combine those perspectives to reach deeper conclusions and connections.

G1.B2.S1 Provide Professional development on the effective implementation of the new Florida Standards in Mathematics.

PD Opportunity 1

Three school-wide CPALMS training sessions will be provided through the Public Consulting Group.

Facilitator

Public Consulting Group

Participants

teachers and administrators

Schedule

Monthly, from 9/18/2014 to 11/4/2014

G1.B3 Students need additional assistance in citing textual evidence and using multiple sources while reading historical documents in Social Studies.

G1.B3.S1 Provide teachers with professional development in incorporating Document Based Questions formative and summative assessments.

PD Opportunity 1

Teachers will attend in-house professional development sessions during the Early Release and district designated Professional Development Days.

Facilitator

Public Consulting Group

Participants

Teachers

Schedule

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

Technical Assistance Items

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

Budget Rollup

Summary

Description	Total
Goal 1: The goal is to increase student achievement to improve core instruction in writing across the curriculum.	8,000
Goal 2: The goal is to use the Early Warning System to identify at-risk students in order to provide them with support and interventions that will increase their academic achievement.	5,000
Grand Total	13,000

Goal 1: The goal is to increase student achievement to improve core instruction in writing across the curriculum.

Description	Source	Total
B4.S1.A1 - Funds will be used to pay for teachers at their hourly rate.	Title I Part A	3,000
B4.S1.A1 - Lab materials to conduct experiments.	General Fund	5,000
Total Goal 1		8,000

Goal 2: The goal is to use the Early Warning System to identify at-risk students in order to provide them with support and interventions that will increase their academic achievement.

Description	Source	Total
B2.S1.A1 - tardy calculator	General Fund	5,000
Total Goal 2		5,000