

Orange County Public Schools

Discovery Middle



2016-17 Schoolwide Improvement Plan

Discovery Middle

601 WOODBURY RD, Orlando, FL 32828

<https://discoveryms.ocps.net/>

School Demographics

School Type and Grades Served

(per MSID File)

Middle School
6-8

2018-19 Title I School

No

2018-19 Economically Disadvantaged (FRL) Rate

(as reported on Survey 3)

42%

Primary Service Type

(per MSID File)

K-12 General Education

Charter School

No

2018-19 Minority Rate

(Reported as Non-white on Survey 2)

55%

School Grades History

Year
Grade

2017-18

A

2014-15

A*

2013-14

A

2012-13

A

**Informational Baseline School Grade*

Note: The school grades calculation was revised substantially for the 2014-15 school year to implement statutory changes made by the 2014 Legislature and incorporate the new Florida Standards Assessments. The 2014-15 school grades serve as informational baseline data that schools can use to improve in future years.

School Board Approval

This plan is pending approval by the Orange 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 a monitoring status of "Former F" (see page 4). 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 barriers that could hinder achieving those goals and resources that could be used to eliminate or reduce barriers (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, established in [section 1008.33, Florida Statutes](#), is a statewide network of strategic support, differentiated by need according to performance data, provided to districts and schools in order to improve leadership capacity, teacher efficacy, and student outcomes. Through a data-driven planning and problem-solving process, DA field teams collaborate with district leadership to design, implement, and refine strategic goals and action plans that are documented in the SIP.

DA Regions

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

DA Categories

At the start of each academic year, traditional schools are classified for DA support in three categories based on the most recent school grades data available. Descriptions of each DA category along with the state support and interventions provided are set forth by [Rule 6A-1.099811, Florida Administrative Code](#):

- Not in DA – currently A, B, or C and not Monitoring Only; charter schools; ungraded schools
- Monitoring Only – currently A, B, or C that improved from a previous grade of F
- Focus – currently D
- Priority – currently F

DA Turnaround and Monitoring Statuses

Additionally, schools in DA may be subject to a turnaround status of “Planning” or “Implementing” or a monitoring status of “Former F.” These statuses are based on a school's grades history, including the current school grade:

- Former F - A school with a status of "Former F" requires the department to monitor the implementation of strategies and progress toward the goals outlined in the school improvement plan for three years following the school's improvement from a grade of F to a C or higher.
- Planning - A school with a status of "Planning" requires the district to engage stakeholders in the development of a turnaround option plan to be implemented in the following year should the school grade not improve to a C or higher.
- Implementing - A school with a status of "Implementing" requires the district to submit a turnaround plan to the State Board of Education for approval and implementation. A school remains in “Implementing” status until its school grade improves to a C or higher.

2016-17 DA Category and Statuses for Discovery Middle

DA Region and RED	DA Category and Turnaround Status
Southeast - Diane Leinenbach	Not In DA - N/A

I. Part I: Current School Status

A. Supportive Environment

1. School Mission and Vision

a. Provide the school's mission statement

To lead our students to success with the support and involvement of families and the community

b. Provide the school's vision statement

To be the top producer of successful students in the nation

2. School Environment

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

Discovery Middle School has an impeccable record of promoting academic excellence in the local community. Due to the low mobility rates of our student population and sustained communication between feeder elementary and high schools, Discovery Middle School ensures the needs of students are met throughout their tenure as they matriculate each grade level.

Prior to the beginning of the school year, Discovery Middle School sends representatives to feeder elementary schools to meet with incoming sixth grade students. Additionally, two parent nights are held for incoming sixth grade students. Parent night provides families an opportunity to receive small-group tours of the campus and individualized information sessions in a welcoming environment. Discovery Middle School also promotes a two-day summer orientation program for all incoming sixth grade students that might need extra assistance assimilating to the middle school environment. The two-day program is tailored to students with disabilities (SWD), English language learners (ELL), and students that have a 504 learning plan.

At the beginning of the school year, students and parents can attend one of two Meet Your Teacher events. During these events all students and parents have the opportunity to visit with each teacher on their child's schedule in grade specific sessions. This format ensures that incoming 6th grade students receive an opportunity to exclusively familiarize themselves with a new school campus. In addition, returning students are afforded the same opportunity to meet with their new instructors in a grade specific session prior to the first day of school.

Discovery Middle School also hosts two open house nights in the fall. One night is dedicated to new sixth grade students while the other night affords returning students and their families an opportunity to visit the campus and meet their teachers.

Throughout the school year, there is an administrator assigned to each grade level. This administrator loops with their assigned grade level students creating a tight bond, familiar face, and specific contact for all administrative needs a parent/student may encounter. Administration and guidance are in attendance at parent conferences, which are held daily for parent scheduling purposes. Weekly communication is also sent home via Connect Orange (an automated calling, text and email system), from the school's principal and the PTSA, sharing campus events and information pertinent to the upcoming week.

Discovery Middle School is also proud to promote a variety of extracurricular events, from Reading, Science, Math and History Nights, The Cultural Fair, dramatic

presentations, band concerts, and an ESE transitional night, all in an effort to showcase the school's diverse student population. Discovery is proud to have been awarded the Five Star School of Excellence Award in 2016, an honor that is bestowed upon the school due to the community and school partnerships.

Over the course of the last year, Mrs. Lauren Maxwell executed the Best Practices for Inclusive Education (BPIE) assessment by forming a committee that assessed and analyzed the implementation of inclusive educational practices. The committee identified that the school has a key person who oversees, coordinates, and monitors the implementation of best practices for inclusive education for all SWDs as a strength. They furthermore found that school administrators facilitate the use of resources, by school personnel, to implement best practices for inclusive education for all SWDs. They did, however, find that a multi-tiered system of student supports (MTSS) and problem-solving process is not consistently used by school personnel to ensure progress in the general education curriculum, across all grades and settings, for all students with and without disabilities. This area has been addressed by school administration and the process is now streamlined with our staffing specialist, school psychologist and MTSS coordinator. Whereas there were concerns with regards to inclusiveness of special education teachers, the team felt that sufficient efforts were being undertaken to implement best practices. The Best Practices for Inclusive Education (BPIE) assessment was used to evaluate and analyze the practice of inclusion at the school level as well as identify the key people who monitor the implementation of best practices and the utilization of resources in order to strengthen the multi-tiered system of support (MTSS).

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

The safety of the students at Discovery, along with fostering a positive learning environment, are of paramount importance throughout a student's day. Discovery Middle School utilizes community partnerships, faculty trainings, and practice opportunities to ensure student safety and a positive school environment.

The Central Florida YMCA sponsors a Before and After School Program on campus, each day, for Discovery students during non-school hours. Students attend for a nominal fee in the morning and free of charge in the afternoon. A summer YMCA program is also offered to help promote safety and community involvement throughout the calendar year.

Additionally, the Orange County Sheriff's Office provides a School Resource Officer that is housed on-campus. The SRO conducts cyber-safety trainings for all students at the beginning of the year, to ensure that students are using their electronic devices appropriately. The SRO also delivers a program called MAGIC, which promotes positive life-style choices, to all students that are in the sixth grade each year. The SRO also is part of the school-wide campus safety team. The SRO reviews the school safety plan, provides suggestions to enhance the safety measures in place, and determines needs should they exist. Currently, the SRO has worked to acquire 32 cameras that monitor the school campus at all times.

The faculty of Discovery Middle School are trained in all drill procedures. Faculty members are encouraged to provide suggestions for campus safety and to report any suspicious or potentially-dangerous situations. All faculty are aware that any person on campus without a badge or visitor pass should be reported immediately. All faculty members are also encouraged to be visible during transition times to ensure student safety.

Discovery Middle School has a school safety team that is assembled should there be a crisis scenario. The school safety team is trained to conduct drills on a monthly basis which simulate fire, lockdown, severe weather, and bomb threat scenarios. At the conclusion of each drill, the team reconvenes to debrief and provide suggestions for

improving response times and behaviors.

Discovery Middle School takes a strong anti-bullying stance. During the orientation to the OCPS Student Code of Conduct, at the grade-level assemblies, students are familiarized with the definitions of bullying and harassment. Students are oriented in the procedures of how to report a bullying or harassment situation as well as encouraged to do so. There are SPEAK OUT Hotline permanent signs that are also posted throughout campus to remind students to report bullying/harassment when observed.

c. 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

Discovery Middle School has implemented a school-wide behavior team that meets monthly to review the behavioral needs of the students and staff. The STARS Behavior System was implemented this year, creating a school-wide set of expectations. An Explorer's Core Values are Safe, Tolerant, Attentive, Respectful, and Successful. The core values are posted and visible in each class and throughout the school campus. Each month there is a Breakfast with the STARS to showcase students that exemplify the core value of the month.

The behavior team also created a school-wide Level 1 Infraction Quick Guide Procedures. This guide was distributed to all teachers and reviewed during pre-planning seeking to ensure a consistent response to minor disciplinary infractions. In an effort to communicate in a timely manner with parents when an infraction has occurred, parent conferences have been integrated into established protocol for repeated response to Level 1 disciplinary infractions. In addition, we host a Kiwanis Terrific Kid breakfast and our guidance counselors have implemented Bucket Fillers that promote the core values of Discovery Middle School.

An annual Orange County Public School's Student Code of Conduct assembly is held on the second day of school. Each grade-level is assembled and provided with an overview of the county and school's behavioral expectations. Students are explained infractions, consequences, and procedures for reporting an incident. Students are also explained the county's Safe Harbor clause. The Student Code of Conduct is also reviewed quarterly to serve as reminders of expected behavior.

All administrators at Discovery annually attend county provided trainings regarding discipline, restorative justice, and search procedures. This year, Discovery will continue to provide a county sponsored, community-based Alternative 2 Suspension program, which is extended to Discovery families should their child receive the consequence of Out of School Suspension. The program is housed at a community center and allows the child to receive direct instruction from a certified teacher throughout the school-day, as well as recoding the consequence to an alternate class placement on the child's disciplinary file.

d. 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 social-emotional needs of all students at Discovery Middle School are met through a variety of measures, all initiating with an articulation from either a parent, a student, a classroom teacher, administrator, or support staff member of a social-emotional demand. Triage begins with the introduction of the need to the guidance department. The two guidance counselors work to identify the specific social-emotional needs of the given student. Once identified, the guidance counselors work with the student, their family,

and periodically their teachers, to provide required supports within the school day. Should outside counseling services be something that is identified by the guidance counselors as a benefit to the child, the counselors' partner with the families to arrange those services through SEDNET or a private provider of the family's choosing. Discovery Middle School also has an identified Homeless Coordinator. This individual works closely with the school's registrar, guidance department, school social worker, and school resource officer to meet the needs of the student, their family, and ensure compliance with the McKinney Vento Homeless Education Assistance Act. There is also an identified Title IX Coordinator on Discovery's campus, should any student need to report, or have been victim to, a sexual discrimination or harassment. In addition, Best Practices for Inclusive Education (BPIE) is used to identify learning opportunities and resources for students with disabilities and shared with stakeholders. These areas have been addressed by the team conducting the assessment and our school continues to keep the lines of communication open to better serve our stakeholders.

3. 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).

a. 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 is monitored closely by the school's Attendance Clerk and grade-level administration. The Attendance Clerk monitors student attendance by running SMS reports. Grade-level administrators utilize the Educational Data Warehouse (EDW) to monitor truancy patterns.
- One or more suspensions, whether in school or out of school: Suspensions are monitored by the Administrative Dean, the Positive Alternative to School Suspension Coordinator, and grade-level administrators. Both SMS and EDW are utilized for on-going progress monitoring.
- Course failure in English Language Arts or mathematics is tracked each quarter by the administrator responsible for course recovery, as well as the school's guidance counselors. The course recovery teacher tracks student progress toward credit recovery through reports in Edgenuity (course recovery program).
- A Level 1 score on the statewide, standardized assessments in English Language Arts or mathematics: All students scoring a level 1 on statewide assessments are consistently monitored through weekly Professional Learning Community meetings, progress monitoring charts, as well as data pulled from Performance Matters, EDW, Read 180, System 44, and Go Math assessments. Each grade-level meets monthly with the school psychologist and MTSS coordinator to identify Level 1 student needs.

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

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

Indicator	Grade Level													Total
	K	1	2	3	4	5	6	7	8	9	10	11	12	
Attendance below 90 percent	0	0	0	0	0	0	23	22	49	0	0	0	0	94
One or more suspensions	0	0	0	0	0	0	3	9	17	0	0	0	0	29
Course failure in ELA or Math	0	0	0	0	0	0	1	3	6	0	0	0	0	10
Level 1 on statewide assessment	0	0	0	0	0	0	48	50	30	0	0	0	0	128

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	6	7	8	9	10	11	12	
Students exhibiting two or more indicators	0	0	0	0	0	0	22	24	29	0	0	0	0	75

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

In an effort to reduce the number of students that have less than 90% attendance, the attendance clerk generates five day and 10 day absent notices, that are sent home to the families of the absent student. Once a child receives the 10 day absent notice, the attendance clerk notifies the grade-level administrator and a parent conference is scheduled. Child Study Teams are commenced when it is determined that a student is nearing a truancy position. The school's social worker is also notified. Students that become eligible are then placed on an Attendance Contract in order to reduce absences. Students that have not missed a school day are celebrated with a perfect attendance recognition at the quarterly awards evenings.

In an effort to reduce the number of students who are suspended at Discovery Middle School, a restorative justice program was implemented. Restorative justice has been very successful in reducing out-of-school suspensions, particularly for our Black student population. Students that have received one or more suspensions are monitored through the monthly MTSS process. Students identified as needing additional supports to modify behaviors are observed by school administration and/or the school's behavior specialist. Teachers that have students with Behavior Improvement Plans receive the BIP the first week of school. The school's discipline team meets monthly to address repeat incident coding, and school-wide educational interventions for alternatives to suspension. Indicator 20 of the Best Practices for Inclusive Education (BPIE) focuses on multi-tiered system of student supports (MTSS) and assists with the formation of Tier II and Tier III strategies. Our MTSS team meets monthly to address the unique needs of learners who may be struggling and the team works with teachers to better assist learners.

On-going progress monitoring for students that have failed an ELA or Math class occurs through teacher feedback in weekly data meetings and by school guidance counselors. A consistent grade-level department grading policy has also been created. Students also have the opportunity to participate in a course recovery program which is offered after school four days per week. This program is facilitated by a certified classroom teacher. Each student's progress is tracked by the teacher and shared with the school leadership team. Students that have shown a deficiency in reading may be placed in an intensive reading class or classes. Students are progress-monitored in each of their core content classes to determine if academic growth is occurring. All students that are enrolled in a regular math class are also given the opportunity to participate in an intensive math class during the school day. The intensive math classes utilizes the Think Through Math

supplemental curriculum to build capacity and mastery of math standards. The students' academic progress is intensely monitored in the weekly professional learning community meetings.

B. Family and Community Engagement

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).

1. 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).

a. Will the school use its PIP to satisfy this question?

No

1. PIP Link

The school completes a Parental Involvement Plan (PFEP), which is available at the school site.

2. Description

Family support is essential to the continued level of academic excellence that is demanded of the Discovery Middle School student. Positive relationships between families and the school are fostered with weekly communication from the school principal and/or the PTSA through Connect Orange calls and emails. Additionally, teachers all maintain up-to-date grade book information on the school's online grade book, Progressbook. Teachers also communicate through emails to parents, Edmodo to parents and students, and via other electronic venues. The school website is maintained as another area for articulation of the school's mission and vision. Parent conferences are scheduled as needed to meet the needs of each family. All teachers, the grade-level guidance counselor, and the grade-level administrator attend parent conferences. Parents are also invited to be a part of the school's ADDition Volunteer Program, helping with morning tutoring, the media center, or in the STEM classroom. Discovery Middle School's staff take pride in serving all stakeholders. Our school will host parent nights to so that parents become intrinsically involved and invested in the work our school does and the product their children produce.

2. 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

Discovery Middle School partners with a variety of local businesses to support teaching and learning. There is a partners in education representative that coordinates monthly school spirit nights with local businesses to engage the local community in collegiality, school spirit, and mutual fundraising. In addition to the school spirit nights, Discovery works closely with local colleges to recruit tutors for the morning tutoring program. College students and graduates can volunteer to assist in a tutorial capacity, promoting college attendance and graduation while also assisting students with current academic needs. Local engineers are also recruited in an annual program that promotes S.T.E.M. based careers.

C. 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).

1. School Leadership Team

a. Membership

Identify the name, email address and position title for each member of the school leadership team.:

Name	Title
Fernandez, Gloria	Principal
Brown, Sanjay	Assistant Principal
Ramery-Gelpi, Eileen	Teacher, K-12
Shank, Melanie	Guidance Counselor
Rollins, Lou Anne	Guidance Counselor
Doane, Bilyn	Teacher, K-12
Borja, Ramiro	Dean
Leptz, Kamille	Assistant Principal
Holman, Ann	Dean
LaSala, Jennifer	Instructional Media
Romaine, Cheryl	Other

b. Duties

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

Dr. Gloria Fernandez, School Principal, is responsible for articulation of the school's mission, vision, and goals. As the instructional leader of the school, it is Dr. Fernandez' responsibility to ensure that the learning environment is rigorous, engaging, and accessible to all students that are served at Discovery Middle School. Maintaining an intense focus on student achievement requires continuous progress monitoring of student academic growth, data-based decision making, timely feedback to teachers regarding classroom observations, and a focused approach to lesson plan writing. Dr. Fernandez ensures that the vision of the school is communicated through facilitation of weekly professional learning communities, staff professional development opportunities, as well as on-going conversations to staff, parents, and the community.

As an instructional leader, Dr. Fernandez ensures that both Sanjay Brown and Kamille Leptz, Assistant Principals, are communicating the school's mission, vision, and goals in the same capacity that she does. The school administrators act in collaboration to ensure that the academic environment is rigorous and relevant, replicating Dr. Fernandez' example.

Ramiro Borja and John Peters serve on the school leadership team as Administrative Deans, responsible for discipline and student safety.

Ann Holman provides instructional leadership in the capacity as a literacy support, as the school's Instructional Dean. The role of the Instructional Dean is to ensure that the research-based reading programs are implemented with fidelity. Mrs. Holman works closely with all core subject area teachers to provide professional development, focusing on reading strategies that enhance cross-curricular literacy. Additionally, Mrs. Holman serves as the school's MTSS Coordinator, facilitating monthly meetings with all teachers to collect data and provide necessary supports for student success.

Eileen Ramery-Gelpi acts as the school's CCT, Testing Coordinator, and Curriculum Compliance Teacher. Mrs. Gelpi also works closely to assist all new teachers' completion of the induction process for the county. Mrs. La Sala, our media specialist also serves in the capacity as textbook manager. She plays a role in literacy and as our resource on literature. She facilitates and meets with teachers to enhance recreational reading to help students develop a love for literature.

Discovery Middle School's guidance counselors, Melanie Shank and LouAnne Rollins, provide instructional leadership by ensuring that each student is scheduled in a capacity that guarantees college and career readiness. Both guidance counselors provide instruction to the student body on planning for the future. Guidance counselors continuously monitor student academic progress.

Cheryl Romaine serves as part of the instructional leadership team, as the school's Staffing Specialist. Mrs. Romaine guarantees that all students requiring special education services are scheduled in an appropriate placement and receiving the services required for individual success. Mrs. Romaine also facilitates 504 Plan services.

Bilyn Doane serves as the school's behavior specialist, working with exceptional education students that require behavioral intervention plans.

All members of Discovery Middle School's instructional leadership team meet weekly to collaborate, debrief, and further develop Dr. Fernandez' mission, vision, and goals for the school year.

2. 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

Discovery Middle School's leadership team maximizes the school's resources initially by identifying the needs of the students through rigorous data analysis. Decisions are driven by the student data and grounded in research-based best practices. The careful implementation of programs and classes begins with the development of the master schedule each spring. When development of the master schedule is commenced, and data has been reviewed, identification of the students that need Tier 2 and Tier 3 student supports becomes priority. Careful consideration is given to balancing intensive reading and intensive math needs for the Tier 2 and Tier 3 students. Both single block and double blocks of intensive reading and math are afforded to all students scoring below grade-level on the prior year's state assessment.

Ensuring that there are opportunities in the master schedule for students to participate in rigorous curriculum is another important consideration that drives the curriculum decisions. Discovery Middle School provides students an opportunity to participate in several high school level classes, including Algebra 1, Geometry, Physical Science Honors, Earth Space Science Honors, Intro to Technology, and Spanish 1. Gifted services are also provided in a homogeneous gifted setting, by a core curriculum teacher per grade level. Elective course offerings are integral to student academic success as well. To ensure college and career readiness, S.T.E.M. and computer technology classes were integrated into the school day maximizing student participation in rigorous course-work. Once the master schedule has been developed, personnel are hired with certification that ensures that they are highly-qualified to meet the needs of the students. Faculty members serving each grade level have acquired the gifted endorsement. Language Arts and reading teachers are ESOL endorsed. Many teachers hold Special Education certifications as well.

Decisions for funding is primarily driven by the needs of the students. Class-size, along with state and district guidelines for curriculum delivery. Priority funding is given to students that need extra supports throughout the school day, such as the students with disabilities and English language learners. Research based curriculum is purchased to assist all students in academic growth (Read 180, System 44, Achieve 3000, and Think Through Math). The S.T.E.M. elective receives funding through Project Lead the Way Foundation.

Dr. Fernandez, along with the rest of the leadership team, conduct monthly MTSS progress-monitoring meetings which review student achievement, identify needs, and provide allocation of resources as the need is determined. Weekly participation in Professional Learning Community meetings also affords for articulation of student academic progress and needs-based decision making.

2. School Advisory Council (SAC)

a. Membership

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

Name	Stakeholder Group
Dr. Gloria Fernandez	Principal
Debra Bash	Teacher
Ramiro Borja	Teacher
Tabatha Byrd	Parent
Kathy Calamis	Parent
Tricia Carpenter	Parent
Cindi Chamberlain	Parent
Christopher Edminster	Teacher
Adrienne Evans	Parent
Tracy Fagan	Parent
Eileen Fitzgerald	Education Support Employee
Souraya Ghalayni	Parent
Heather Gray	Parent
Sarah Gonder	Parent
Jennifer Gower	Teacher
Karen Hopkins	Parent
Gail Imbornoni	Parent
Lorie Ingraham	Parent
Jennifer La Sala	Teacher
Shannon Lennon	Teacher
Kimberlie Miranda	Parent
Martha Martin	Parent
Lisa Meyer	Parent
Nabil Muhaisen	Parent
John Peters	Teacher
Michelle Quinlan	Parent
Joan Rivera-Perez	Teacher
Kristina Robinson	Parent
Cheryl Romaine	Teacher
Mishone Simpson	Teacher
Sarah Walsh	Teacher
Julie Trott	Parent
Alyse Wiernik	Parent

b. Duties

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

a. Evaluation of last year's school improvement plan

Once the data becomes available from the state, Dr. Fernandez meets with the School Advisory Council to present the performance of the students on annual state assessments, as well as any other data measured in the School Improvement Plan. The School Advisory Council is able to ask follow up questions and provide suggestions for improvement.

b. Development of this school improvement plan

The School Advisory Council reviewed the data presented in the evaluation of last year's school improvement plan and met to provide recommendations for targeted areas of growth/reduction. The suggestions provided by the School Advisory Council were relayed to the school leadership team. The leadership team, in working through the 8-Step Planning and Problem Solving process, was able to articulate the concerns and suggestions of the School Advisory Council as part of the development of school-wide goals, barriers, and strategies.

c. Preparation of the school's annual budget and plan

Based on the goal and targets of the school improvement plan, the School Advisory Council agreed to support the school improvement goal and targets by utilizing School Advisory Council funds to purchase school resources, especially in the areas of reading and technology.

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

School improvement funds from the School Advisory Committee for the 2015-2016 school year were used for the purchasing of books for the summer reading program in the amount of \$496.88. Additional school improvement funds of \$1000.00 were moved to payroll in order to pay for tutoring support.

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

Yes

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

3. Literacy Leadership Team (LLT)

a. Membership

Identify the name and position title for each member of the school-based LLT or similar group, if applicable.:

Name	Title
Fernandez, Gloria	Principal
Brown, Sanjay	Assistant Principal
Holman, Ann	Teacher, K-12
Ramery-Gelpi, Eileen	Teacher, K-12
Walsh, Crystal	Teacher, K-12
Borja, Ramiro	Dean
Peterson, Rachel	Teacher, K-12
Murray, Robert	Teacher, K-12
LaSala, Jennifer	Instructional Media
Leptz, Kamille	Assistant Principal
Romaine, Cheryl	Teacher, ESE

b. Duties

1. Describe how the LLT or similar group promotes literacy within the school, if applicable

The Literacy Leadership Team meets to ensure that literacy is promoted in a cross-curricular fashion. Each student at Discovery Middle School is required to read three books per nine weeks. The Social Studies, Language Arts, and Science departments each select a book, per grade level, that students must read over the summer. For each subject-area book, there is a corresponding reading comprehension written assignment. Each student on campus is required to complete three Reading Counts quizzes per quarter. In an effort to ensure students are able to find books that are on their individual Lexile level, the entire media center reading selections are lexiled. Discovery Middle School has maintained participation in the district-wide Battle of the Books. In addition, as a result of our continued focus on literacy, Discovery Middle School is the Orange County Battle of the Books Champion.

In addition to school-based literacy promotion, the Literacy Leadership Team also holds several extracurricular events to promote literacy at the family level. The Scholastic Book Fair is held each year during the Open House evenings or just prior to Open House. There are also two Barnes and Noble nights where school entertainment is provided by the elective departments and special discounts are provided to Discovery families. The Literacy Leadership Team will continue to organize a Literacy Evening in which all students that are currently enrolled in a reading class at Discovery, along with their families, will be invited to an evening showcasing the research based reading programs that are currently offered during the school day.

D. 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).

1. Describe the school's strategies to encourage positive working relationships between teachers, including collaborative planning and instruction

Collaboration between teachers is essential to ensuring the success of the students at Discovery Middle School. The master schedule is created with collaboration in mind. All grade-level language arts, reading, and social studies teachers are afforded planning during the same time each day to facilitate planning opportunities. All math and science teachers

are also on planning at concurrent times. These strategic planning times provide an opportunity for teachers to also engage in cross-curricular professional learning communities and share in the MTSS process. All elective teachers are also an integral part in weekly professional learning community meetings, attending during their individual planning times.

Department Meetings are also held on the second Wednesday afternoon of each month to ensure that vertical alignment of curriculum is achieved in each content area.

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

Discovery Middle School ensures that candidates for employment are thoroughly researched prior to extending an offer for employment. Candidates are selected after being vetted through the Orange County Public School's e-recruitment system. Teachers are expected to hold valid certification for the subject area in which they are staffed. Candidates for employment are selected by a committee of staff members. Teachers are encouraged to seek gifted endorsements. New teachers are provided veteran teachers as mentors to help familiarize each staff member with the school culture and ensure new teacher retention.

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

Mentor pairings are determined based off of subject matter/grade-level taught. The pairs work in the same grade-level and subject area, if possible. Mentor pairs meet as much as needed throughout the school year to ensure that the mentee is supported throughout the initial year of teaching. Mentor teachers work with the mentees to ensure rigor in their lesson plans, compliance with state and district mandates regarding training and certification requirements, stakeholder communication, and any other supports that the individual may need as a new teacher to the school/profession.

E. Ambitious Instruction and Learning

1. Instructional Programs and Strategies

a. Instructional Programs

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

Orange County Public Schools has created a scope and sequence for each FLDOE course number. The district has a rigorous adoption process that analyzes the correlation between core program materials and the Florida Standards. Core instructional resources are provided on the Instructional Management System (IMS) and are aligned to the Florida Standards. All schools are expected to utilize the standards-based resources during daily instruction. The scope and sequence contains each of the required Florida Standards for a specific course. Discovery Middle School teachers are instructed on how to access the district scope and sequence for each of their courses, at the beginning of the school year. The Measurement Topic Plans (MTPs), which are generated by the district and mirror the scope and sequence, provide a guideline for instructional practices in each content area. Teachers are able to incorporate the MTPs in their lesson plans to further ensure integration of all Florida standards. Lesson plans are evaluated bi-weekly by the school Leadership Team to ensure that the standards and pacing are aligned. The instructional materials provided by the district (SpringBoard, GO Math, Algebra Nation,

Read 180, Think Through Math, etc.) are primary means of facilitating instruction of the standards. When needed, supplementary resources are generated and utilized by teachers to ensure mastery of all standards.

b. Instructional Strategies

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

The Best Practices for Inclusive Education (BPIE) are based upon a school level self-assessment used to determine needs and identify strategies which are then incorporated into Tier II and Tier III interventions in which indicator 20 focuses on multi-tiered system of student supports (MTSS). The BPIE self-assessment helps our teachers differentiate instruction that will enhance the learning environment and meet the individual needs of the learner. When the MTSS team finds that further intervention is necessary to help students stay on par with other learners, interventions are put in place to level the plain so that the individual learner can succeed.

Data-based decision making is a key component in the delivery of instruction at Discovery Middle School. Teachers use baseline data such as subject area diagnostic common assessments in order to identify students that are commencing the school year with achievement gaps in a particular area. From there, the lowest 30 percent of each teacher's class are identified. Students are progress monitored through various modalities, such as formal and informal common assessments per subject area, and SRI testing. As student performance is tracked, the progress monitoring charts are used in professional learning communities to discuss opportunities among colleagues for reteaching and further assessment of skills.

2. 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: 10,080

Course Recovery is an after school program which supports students who obtain a failing grade in a core subject course. Once the report card has been generated, students who have received a failing grade are provided the opportunity to attend the after school program. The program operates two hours per day after school four days a week. Students are asked to remain after school to participate in computer assisted instruction through Edgenuity. Two core curriculum teachers are available to assist in instruction of skills.

Strategy Rationale

Students that receive a failing grade have not mastered Florida standards for a given subject in a given grading period. These students need additional support and time to learn in order to master the required content.

Strategy Purpose(s)

- Core Academic Instruction

Person(s) responsible for monitoring implementation of the strategy

Borja, Ramiro, ramiro.borja@ocps.net

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

The effectiveness of Course Recovery is based upon the data demonstrating participants' ability to recover their grades in a core subject class.

Strategy: Weekend Program

Minutes added to school year: 1,600

Algebra Prep Camp has been organized to extend the time that students enrolled in Algebra I are exposed to teacher directed instruction for remediation needs. Students that are extended the invitation to attend the Algebra I Prep Camp have not mastered all content required to demonstrate proficiency on the Algebra I End of Course Exam. The Algebra I Prep Camp is offered four Saturday mornings for two hours each day, in order to provide targeted remediation for these students.

Strategy Rationale

The Algebra I Prep Camp is an extension of the learning time with a student's Algebra teacher, aside from the school day. The Prep Camp allows for specific, targeted remediation techniques to help the students acquire the necessary understanding needed to ensure success on the Algebra EOC. Students are exposed to a variety of practice opportunities, without interruption, in a small group setting, which has afforded students a level of comfort and attention to the material.

Strategy Purpose(s)

- Core Academic Instruction
- Enrichment

Person(s) responsible for monitoring implementation of the strategy

Brown, Sanjay, sanjay.brown@ocps.net

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

The effectiveness of the Algebra Prep Camp will be determined based off of the students' results on the Algebra EOC Exam.

Strategy: Before School Program

Minutes added to school year: 8,100

English as a Second Language Tutoring is offered before school for 45 minutes each day by a trained paraprofessional. Students that qualify for additional learning support in learning English are afforded the opportunity to participate in specific tutoring driven by individualized learning needs.

Strategy Rationale

Students that are learning the English language may need additional time to access the curriculum and comprehend information needed for academic success.

Strategy Purpose(s)

- Core Academic Instruction

Person(s) responsible for monitoring implementation of the strategy

Ramery-Gelpi, Eileen, eileen.ramery-gelpi@ocps.net

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

Strategy effectiveness will be monitored through tracking of student participation in the before-school tutoring. From there, academic achievement will be assessed based off student mastery of Florida Standards as well as course passing rate of students electing to participate in the tutoring.

Strategy: Weekend Program

Minutes added to school year: 1,600

An English Language Arts Camp is provided to select students that are identified by their language arts teachers as needing additional support in order to reach a level of proficiency on the state assessment based on English Language Arts assessments. Students attend on four Saturdays for two hours to receive additional practice strategies and instruction by Language Arts instructors.

Strategy Rationale

Students that perform just below a level of proficiency have the opportunity, with additional practice and targeted feedback, to move to a level of mastery on the state performance assessment with supplemental instruction that is unable to be afforded during the traditional school day.

Strategy Purpose(s)

- Core Academic Instruction

Person(s) responsible for monitoring implementation of the strategy

Brown, Sanjay, sanjay.brown@ocps.net

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

Data will be collected after students complete the writing portion of the state standardized assessment. Scores will be compared to the previous practice opportunities to determine effectiveness of the extended learning opportunity.

2. Student Transition and Readiness

a. 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).

1. Describe the strategies the school employs to support incoming and outgoing cohorts of students in transition from one school level to another

Discovery Middle School benefits from a low mobility rate among incoming, current, and outgoing students. Additionally, the communication between the elementary, middle, and high schools is enhanced due to many parents being employed as educators in feeder schools. The sense of community in the local area is one aspect that enriches the transition process for Discovery Middle School's students in addition to purposeful collaboration with both elementary and high school cohorts.

A transition cohort has been established in order to provide meeting opportunities for principals of the feeder pattern schools. All schools meet together periodically throughout the year to discuss needs of transitioning students. Additionally, a reading cohort has also been established to communicate literacy program implementation and needs for transitioning students.

Family nights, held in the spring, for incoming students and families, are advertised by both the incoming and exiting schools. Curriculum is aligned to reflect vertical alignment to feeder pattern schools, as well.

b. College and Career Readiness

1. Describe the strategies the school uses to advance college and career awareness, which may include establishing partnerships with business, industry or community organizations

Guidance counselors introduce students to the college and career plan beginning in 7th grade. Presentations are made through the Civics class related to the selection process of a career. Information is then discussed regarding specific learning and work styles. Postsecondary options are explored by using technology. Students are then taken to the computer lab where they log onto FLChoices.org to complete an interest inventory. This interest inventory links them to careers that match their interests. Students then can explore all career clusters and colleges that offer the degree program.

Guidance counselors continue this exploration for careers and college readiness in 8th grade. Students then review requirements for middle school promotion as well as the most recent high school requirements for graduation. After the review, students complete high school plans through the use of Edmodo. Students locate and interpret career information which can include available OCPS Magnet Programs, Advanced Placement and International Baccalaureate courses and programs, and Dual Enrollment.

Discovery Middle School also engages community professionals in the annual Teach-In event held in the fall each year. This is an opportunity for students to orient themselves to a variety of professions through community visitors sharing their path to their specific career. This year Discovery Middle School has incorporated a computer technology elective class which allows students to sit for industry certification in specific technology-focused skills.

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

The Career and Education Planning (CEP) course is connected with the Social Studies course code at Discovery Middle School. The CEP course guides students to develop a personalized academic and career plan. Each plan emphasizes the importance of entrepreneurship skills, as well as those of technology in relation to careers.

All 6th and 7th grade students will have an opportunity to work toward earning digital tool certification this year. All 6th grade students will be working toward earning a digital tool certificate for IC3 GS4 Key Applications through M/J Language Arts 1. All 7th grade students enrolled in M/J Language Arts 2 will be working on earning the ICT Multimedia Essentials Certification. Seventh grade students that are also enrolled in M/J Math 2 course will be afforded the opportunity to earn the ICT Database Essentials certification. Students will work on the curriculum throughout the school year in order to be prepared at the end of the year to pass the digital tools certification examination(s).

Discovery is also proud to offer opportunities for students to participate in technology classes that provide access to additional CAPE Digital Tool Certifications through our Intro to Computer Technology classes, focusing on Multimedia Essentials, Gaming Essentials, Programming and Logic Essentials, Database Essentials and Web Design Essentials. The Intro to Technology class is a high school elective class which affords students an opportunity to obtain Industry Certification.

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

The STEM elective is an opportunity for students to engage in academically rigorous curriculum in a career-promoting environment. Currently, students are able to participate in a semester of "flight and space" with the second semester focusing on "medical detectives". The STEM elective receives a high student participation rate, allowing for future program expansion plans.

This year Discovery is offering critical thinking classes, taught by subject-area teachers, to enhance the exposure to technical education through academic classes, where students are able to practice writing with word processing software and presentation software. Other students are able to work on the research aspect of critical thinking by engaging in extended opportunities for inquiry-based instruction with science as a focus.

Finally, school counselors promote awareness of high school requirements, as well as conduct a career inventory in students' social studies classes. School guidance counselors work with students to complete career inventories, which students have the opportunity to research the degree(s) necessary to support their career goals.

4. 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

Discovery Middle School utilizes tutoring to scaffold the learning for students who are not on grade level in reading and math. Discovery Middle School also supports the progression of mathematics where Algebra 1 is offered in 7th and 8th grade. Tutoring, along with Saturday End of Course Exam camps, are used to support and prepare students for success in Algebra 1.

Discovery Middle School students are provided with many opportunities to participate in high school coursework in addition to Algebra 1. Approximately one third of all seventh grade students are enrolled in an Algebra I Honors course. Seventh grade students can also participate in Earth Space Science Honors. Eighth grade students have the option of enrolling in Algebra I, Geometry, Physical Science Honors, Earth Space Honors, Introduction to IT, and Spanish I. Students improve their preparedness for postsecondary with increased participation in rigorous coursework through these options.

In addition to a variety of high school curriculum options, the top ten percent of all seventh grade students are invited to participate in the Orange TIPS program. These students receive tutoring and instruction in an extracurricular setting to prepare them to take the SAT, which they participate in each spring.

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.** Discovery Middle School will increase participation and performance in accelerated courses (Division Priority: Ensure career and college readiness)
- G2.** Discovery Middle School will increase Civics proficiency in all subgroups (Division Priority: Accelerate student performance)
- G3.** Discovery Middle School will increase ELA and Mathematics learning gains in the top 25% (Division Priority: Ensure career and college readiness)
- G4.** Increase ELA, Mathematics and Science proficiency in all subgroups (Division Priority: Accelerate student performance)
- G5.** Discovery Middle School will increase ELA and Mathematics learning gains in the lowest 25% (Division Priority: Narrow the achievement gaps)

Strategic Goals Detail

For each strategic goal, this section lists the associated targets (i.e., "SMART goals"), targeted barriers to achieving the goal, resources available to help reduce or eliminate the barriers, and the plan for monitoring progress toward the goal.

G1. Discovery Middle School will increase participation and performance in accelerated courses (Division Priority: Ensure career and college readiness) 1a

G084637

Targets Supported 1b

Indicator	Annual Target
Algebra I EOC Pass Rate	95.0
CTE Industry Certification Exam Passing Rate	75.0
Middle School Acceleration	50.0

Targeted Barriers to Achieving the Goal 3

- Stakeholders are concerned about students taking high school classes at the middle school level where their progress, or lack thereof will impact their high school grade point average

Resources Available to Help Reduce or Eliminate the Barriers 2

- Guidance Counselors
- Deans
- Support Facilitation Staff
- ELL/ESE Strategies
- Staffing Specialist
- Attendance Clerk

Plan to Monitor Progress Toward G1. 8

Data on student placement will monitored throughout the year

Person Responsible

Sanjay Brown

Schedule

Quarterly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Data sheet showing student enrollment will be evidence of compliance.

Plan to Monitor Progress Toward G1. 8

Student progress in acceleration courses

Person Responsible

Sanjay Brown

Schedule

On 5/31/2017

Evidence of Completion

Data charts

G2. Discovery Middle School will increase Civics proficiency in all subgroups (Division Priority: Accelerate student performance) 1a

G084638

Targets Supported 1b

Indicator	Annual Target
Civics EOC Pass	90.0

Targeted Barriers to Achieving the Goal 3

- Standards not taught to the depth and rigor that they require

Resources Available to Help Reduce or Eliminate the Barriers 2

- Guidance Counselors
- iTutoring
- Deans
- Progress Monitoring Charts

Plan to Monitor Progress Toward G2. 8

Progress monitoring charts of all students enrolled in Civics classes

Person Responsible

Gloria Fernandez

Schedule

On 5/31/2017

Evidence of Completion

Growth on the progress monitoring charts will show whether or not students are achieving at the depth of each standard.

Plan to Monitor Progress Toward G2. 8

UNIFY data will show student growth in achieving this goal

Person Responsible

Sanjay Brown

Schedule

Quarterly, from 9/6/2016 to 5/31/2017

Evidence of Completion

UNIFY data

G3. Discovery Middle School will increase ELA and Mathematics learning gains in the top 25% (Division Priority: Ensure career and college readiness) 1a

G084639

Targets Supported 1b

Indicator	Annual Target
FSA ELA Achievement	75.0
Algebra I EOC Pass Rate	95.0
Geometry EOC Pass Rate	100.0

Targeted Barriers to Achieving the Goal 3

- Lack of data on standards being taught throughout the school year

Resources Available to Help Reduce or Eliminate the Barriers 2

- Guidance Counselors
- iTutoring
- Multipurpose instructor who is adept at data collection
- Media Specialist
- Academic Celebrations
- Reward Trips

Plan to Monitor Progress Toward G3. 8

Progress monitoring data on student growth on state standards will be monitored throughout the year.

Person Responsible

Sanjay Brown

Schedule

On 5/31/2017

Evidence of Completion

Progress monitoring data will show evidence of growth on state standards

G4. Increase ELA, Mathematics and Science proficiency in all subgroups (Division Priority: Accelerate student performance) 1a

G084640

Targets Supported 1b

Indicator	Annual Target
2+ Course Failures - Middle Grades	9.0
FCAT 2.0 Science Proficiency	73.0
Algebra I EOC Pass Rate	95.0
Civics EOC Pass	90.0
FSA Mathematics Achievement	70.0
FSA ELA Achievement	70.0

Targeted Barriers to Achieving the Goal 3

- Lack of professional development in differentiated instruction implementation

Resources Available to Help Reduce or Eliminate the Barriers 2

- Lesson Plan Template
- Common Planning times grade-level/subject specific
- Weekly Professional Learning Community meetings
- Department/Faculty Meetings
- District resources (MTP's, Scope and Sequence, IMS)
- Supplemental Instructional Resources (Think Through Math, Read 180, Edgenuity, Achieve 3000)
- Professional Development on Standard Deconstruction & creating learning goal scales
- Grade-level Common Assessments

Plan to Monitor Progress Toward G4. 8

Student participation in standards-based tutoring

Person Responsible

Ramiro Borja

Schedule

Daily, from 9/14/2016 to 5/30/2017

Evidence of Completion

Sign in logs for both tutored students and volunteers, student assignments completed, and progress monitoring charts

Plan to Monitor Progress Toward G4. 8

Progress monitoring charts and MTSS referrals

Person Responsible

Ann Holman

Schedule

Monthly, from 9/30/2016 to 5/31/2017

Evidence of Completion

Sharepoint progress monitoring charts completed by each teacher

G5. Discovery Middle School will increase ELA and Mathematics learning gains in the lowest 25% (Division Priority: Narrow the achievement gaps) **1a**

G084641

Targets Supported **1b**

Indicator	Annual Target
Civics EOC Pass	90.0
AMO Math - ELL	74.0
AMO Reading - ELL	71.0
AMO Reading - SWD	68.0
AMO Math - SWD	70.0
FCAT 2.0 Science Proficiency	68.0
FSA Mathematics Achievement	65.0
Algebra I EOC Pass Rate	95.0
FSA ELA Achievement	67.0

Targeted Barriers to Achieving the Goal **3**

- Ineffective implementation of differentiated instruction.
- Lack of common assessments being utilized for progress monitoring purposes

Resources Available to Help Reduce or Eliminate the Barriers **2**

- Research-based reading programs- Read 180, System 44
- Common curriculum materials- Springboard, Go Math, Algebra Nation
- Highly qualified teachers
- Strong parental involvement
- Intensive reading and math classes
- Plentiful Partners in Education
- Guidance Department that provides Florida Choices and high school planning
- Learning Lab For ESE student tutoring
- Saturday school offered for prep camp (ELA, Science, Algebra)
- Low mobility rates in students and families
- Supplemental math assistance through Think Through Math and Edgenuity resources
- Addition of double-block of intensive math, Algebra I blocked
- Addition of CTE Elective Class
- 5 Star School of Excellence
- Addition of Media Specialist
- Addition of Administrative Dean

Plan to Monitor Progress Toward G5. 8

Progress monitoring charts will be completed by common assessment/standard per student.

Person Responsible

Gloria Fernandez

Schedule

Monthly, from 9/6/2016 to 5/26/2017

Evidence of Completion

Data will be collected from UNIFY. Data will show standard mastery in reading and math.

Plan to Monitor Progress Toward G5. 8

Common Assessment creation and implementation

Person Responsible

Sanjay Brown

Schedule

Monthly, from 9/6/2016 to 5/26/2017

Evidence of Completion

Leadership team will receive monthly updates on data progression

Plan to Monitor Progress Toward G5. 8

Data collected from data warehouse will show the number of students with excused/unexcused absences.

Person Responsible

Lou Anne Rollins

Schedule

Monthly, from 9/6/2016 to 5/26/2017

Evidence of Completion

Support team meeting will receive biweekly updates on students that are missing more than five school days. All students missing more than five school days will be tracked for truancy issues.

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. Discovery Middle School will increase participation and performance in accelerated courses (Division Priority: Ensure career and college readiness) **1**

 G084637

G1.B1 Stakeholders are concerned about students taking high school classes at the middle school level where their progress, or lack thereof will impact their high school grade point average **2**

 B224942

G1.B1.S1 Counselors will schedule students into advanced courses based on district criteria. **4**

 S237338

Strategy Rationale

The district provides a course progression that will enable us to support more students in accelerated courses.

Action Step 1 **5**

Counselors will schedule students into advanced and accelerated courses

Person Responsible

Sanjay Brown

Schedule

Monthly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Data on what classes students are scheduled in

Action Step 2 **5**

Information regarding the benefits of acceleration courses will be shared with stakeholders at Parent Nights and via all Discovery Middle School media platforms

Person Responsible

Jennifer LaSala

Schedule

Quarterly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Website information, posts on FaceBook, Twitter, Instagram and newsletters

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

Administration will monitor and provide information on what information will be shared with stakeholders

Person Responsible

Sanjay Brown

Schedule

Monthly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Information from newsletters, Facebook posts, Instagram posts, Twitter posts, and information posted on our website

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

Administration will monitor class enrollment to ensure students are scheduled appropriately

Person Responsible

Sanjay Brown

Schedule

Quarterly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Data on student placement in classes

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

Monthly meetings will be held with counselors on the placement of students and planning for the upcoming school year.

Person Responsible

Sanjay Brown


Schedule

Monthly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Meeting minutes

G1.B1.S2 Share accelerated course information on all media platform 4

 S237339

Strategy Rationale

This will help to keep parents consistently aware of accelerated news

Action Step 1 5

Discovery Middle School educate parents on the merits of accelerated courses through social media platforms

Person Responsible

Jennifer LaSala

Schedule

Monthly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Action Step 2 5

Conduct parent nights to help parents learn more about the subjects and rigor required of students

Person Responsible

Sanjay Brown

Schedule

On 11/30/2016

Evidence of Completion

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

Posted information will be reviewed to ensure specific information regarding accelerated courses are communicated to parents

Person Responsible

Sanjay Brown

Schedule

On 5/31/2017

Evidence of Completion

Evidence of information on Facebook, Twitter and school website

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

Parent night survey on the quality of the information shared on accelerated courses

Person Responsible

Rachel Peterson

Schedule

On 11/30/2016

Evidence of Completion

Survey results will show that parents feel informed by the information shared on accelerated courses.

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

Administration will monitor teachers sharing information with parents and the survey will dictate progress in reducing the barrier

Person Responsible

Rachel Peterson

Schedule

On 11/30/2016

Evidence of Completion

Survey results will show parents are more informed on the virtues of accelerated courses

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

Increase in the number of students taking accelerated courses

Person Responsible

Melanie Shank

Schedule

On 11/30/2016

Evidence of Completion

Course enrollment


G2. Discovery Middle School will increase Civics proficiency in all subgroups (Division Priority: Accelerate student performance) **1**

 G084638

G2.B1 Standards not taught to the depth and rigor that they require **2**

 B224947

G2.B1.S1 Professional development will be provided to teachers on deconstructing state standards. **4**

 S237341

Strategy Rationale

By deconstructing state standards, teachers can disseminate information at the appropriate level for students acquisition.

Action Step 1 **5**

Professional development will be provided to teachers on deconstructing standards

Person Responsible

Sanjay Brown

Schedule

Monthly, from 8/9/2016 to 5/31/2017

Evidence of Completion

Training materials and attendance sheets

Action Step 2 **5**

Professional development will be conducted on creating common assessments

Person Responsible

Sanjay Brown

Schedule

Quarterly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Training materials and attendance sheets

Action Step 3 5

Professional development will be conducted on the use of UNIFY

Person Responsible

Sanjay Brown

Schedule

On 5/31/2017

Evidence of Completion

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

Administration will meet with facilitator on the content of each professional development

Person Responsible

Gloria Fernandez

Schedule

Monthly, from 8/9/2016 to 5/31/2017

Evidence of Completion

Meeting minutes and contents of each professional development

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

Class observations

Person Responsible

Gloria Fernandez

Schedule

Weekly, from 8/31/2016 to 5/31/2017

Evidence of Completion

Observation notes

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

Weekly PLC meetings

Person Responsible

Gloria Fernandez

Schedule

On 5/31/2017

Evidence of Completion

PLC meeting minutes

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

Administrators will review lesson plans

Person Responsible

Gloria Fernandez

Schedule

On 5/31/2017

Evidence of Completion

Lesson plans, observations and progress monitoring charts

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

Review progress monitoring charts

Person Responsible

Gloria Fernandez

Schedule

Quarterly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Progress monitoring charts

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

Class observations

Person Responsible

Gloria Fernandez

Schedule

Weekly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Observation notes

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

Mini assessments

Person Responsible

Gloria Fernandez

Schedule

Quarterly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Mini assessment data

G2.B1.S2 Teachers will collect data on state standards to assess mastery. 4

S237342

Strategy Rationale

Data will drive instruction or remediation in areas where students show deficiency

Action Step 1 5

Collect data on standards based assessments

Person Responsible

Sanjay Brown

Schedule

Monthly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Action Step 2 5

Data will be reviewed at data meetings

Person Responsible

Gloria Fernandez

Schedule

Every 2 Months, from 9/6/2016 to 5/31/2017

Evidence of Completion

Plan to Monitor Fidelity of Implementation of G2.B1.S2 6

Data will be uploaded and tests administered through UNIFY

Person Responsible

Sanjay Brown

Schedule

Weekly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Data in UNIFY

Plan to Monitor Fidelity of Implementation of G2.B1.S2 6

Data meeting minutes will show the discussion surrounding data on standards based assessments

Person Responsible

Sanjay Brown

Schedule

Every 2 Months, from 9/6/2016 to 5/31/2017

Evidence of Completion

Meeting minutes

Plan to Monitor Effectiveness of Implementation of G2.B1.S2 7

UNIFY data will show in increase in student proficiency

Person Responsible

Sanjay Brown

Schedule

Quarterly, from 9/6/2016 to 5/31/2017

Evidence of Completion

UNIFY data

Plan to Monitor Effectiveness of Implementation of G2.B1.S2 7

Data meetings

Person Responsible

Schedule

Every 2 Months, from 9/6/2016 to 5/31/2017

Evidence of Completion

Data meetings will show that teachers are using data to drive instruction

G3. Discovery Middle School will increase ELA and Mathematics learning gains in the top 25% (Division Priority: Ensure career and college readiness) **1**

G084639

G3.B1 Lack of data on standards being taught throughout the school year **2**

B224953

G3.B1.S1 A lack of standards based data has diminished teachers ability to focus efforts on areas for enrichment. Enrichment opportunities would allow instructors to focus their efforts on areas for growth and support students learning at the highest level of instruction delivery. **4**

S237345

Strategy Rationale

By collecting data on our top tier learners and planning lessons according to the enrichments needs of learners, teachers will drive growth in our top 25% of learners.

Action Step 1 **5**

Teachers will be required to collect data on standards taught

Person Responsible

Gloria Fernandez

Schedule

Monthly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Action Step 2 **5**

PLCs will focus on UNIFY data for the purpose of identifying areas of weakness and opportunities for revising knowledge

Person Responsible

Sanjay Brown

Schedule

Monthly, from 9/6/2016 to 5/31/2017

Evidence of Completion

PLC minutes

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

Administrators will review data of top tier learners and compare the data with the opportunities for enrichment in teacher lesson plans. Additionally, teachers will conduct frequent observations to ensure students are receiving ample opportunities for enrichment.

Person Responsible

Gloria Fernandez

Schedule

Monthly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Lesson plans with enrichment activities documented, observations showing that teachers engaged students in enrichment activities and progress monitoring data that shows growth will be used as evidence to demonstrate that the strategy is working.

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

In order to monitor the effectiveness of this implementation, administrators will be engaged in Professional Learning Communities to monitor teacher creation of enrichment opportunities and lessons that meet the standards being taught

Person Responsible

Sanjay Brown


Schedule

On 5/31/2017

Evidence of Completion

Professional Learning Community minutes will show that teachers are effectively planning for our top 25% of learners

G3.B1.S2 The opportunity to engage in Algebra Camp for all enrolled students and the use of Khan Academy for all 8th grade students will be provided **4**

 S237346

Strategy Rationale

Adding enrichment opportunities will support the growth of learners beyond the curriculum and will allow for deeper integration of the standards.

Action Step 1 **5**

Algebra Camp will be planned for all students enrolled in Algebra

Person Responsible

Sanjay Brown

Schedule

Weekly, from 1/30/2017 to 5/1/2017

Evidence of Completion

Written plan for Algebra Camp

Action Step 2 **5**

All 8th grade students will create a Khan Academy account

Person Responsible

Sanjay Brown

Schedule

Weekly, from 9/22/2016 to 3/31/2017

Evidence of Completion

Verification of rosters

Plan to Monitor Fidelity of Implementation of G3.B1.S2 6

Attendance of students at Algebra Camps

Person Responsible

Gloria Fernandez

Schedule

Evidence of Completion

Attendance logs

Plan to Monitor Fidelity of Implementation of G3.B1.S2 6

Reports on the utilization of Khan Academy

Person Responsible

Kamille Leptz

Schedule

Monthly, from 10/3/2016 to 5/31/2017

Evidence of Completion

Utilization reports

Plan to Monitor Effectiveness of Implementation of G3.B1.S2 7

Continued monitoring of assessment growth

Person Responsible

Gloria Fernandez

Schedule

On 5/31/2017

Evidence of Completion

UNIFY data progress

G4. Increase ELA, Mathematics and Science proficiency in all subgroups (Division Priority: Accelerate student performance) 1

G084640

G4.B1 Lack of professional development in differentiated instruction implementation 2

B224958

G4.B1.S1 Provide professional development on differentiated instruction implementation

4

S237348

Strategy Rationale

Teachers requested this in professional development survey at beginning of school year

Action Step 1 5

Inform teachers of upcoming professional development on differentiated instruction

Person Responsible

Gloria Fernandez

Schedule

Biweekly, from 9/8/2016 to 5/21/2017

Evidence of Completion

Week at a glance communications

Action Step 2 5

Professional development training on differentiated instruction at faculty meeting

Person Responsible

Eileen Ramery-Gelpi

Schedule

Quarterly, from 10/21/2016 to 5/21/2017

Evidence of Completion

Agendas, Sign In Sheets, and Meeting Minutes

Action Step 3 5

Planning for differentiated instruction begins

Person Responsible

Gloria Fernandez

Schedule

Weekly, from 8/8/2016 to 5/31/2017

Evidence of Completion

PLC Meeting Minutes, Lesson Plan Checklist

Action Step 4 5

Implementation of Differentiated Instruction

Person Responsible

Gloria Fernandez

Schedule

Weekly, from 9/6/2016 to 5/1/2017

Evidence of Completion

Classroom observation feedback, Lesson Plan feedback

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

Classroom Observations

Person Responsible

Gloria Fernandez

Schedule

Daily, from 9/6/2016 to 5/31/2017

Evidence of Completion

Feedback on iObservation from administrative team

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

Lesson Plan Feedback

Person Responsible

Sanjay Brown

Schedule

Daily, from 9/6/2016 to 5/31/2017

Evidence of Completion

Feedback on Lesson Plan Checklist by leadership team

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

PLC Meeting Minutes

Person Responsible

Sanjay Brown

Schedule

Weekly, from 9/6/2016 to 5/31/2017

Evidence of Completion

PLC Meeting minutes will reflect differentiated instructional strategies

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

Student failures reduced

Person Responsible

Melanie Shank

Schedule

Quarterly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Decrease in students requiring attendance in course recovery after school program

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

Review of progress monitoring charts

Person Responsible

Gloria Fernandez

Schedule

Weekly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Teacher feedback in PLC Meetings

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

Monthly MTSS Meetings

Person Responsible

Ann Holman

Schedule

Monthly, from 9/6/2016 to 5/31/2017

Evidence of Completion

MTSS Meeting Notes

G4.B1.S5 Frequent classroom observations 4

S237352

Strategy Rationale

Monitoring for implementation and feedback

Action Step 1 5

Calibrate classroom observation coding

Person Responsible

Gloria Fernandez

Schedule

Monthly, from 8/29/2016 to 5/31/2017

Evidence of Completion

Observation feedback

Action Step 2 5

Conduct weekly coaching observations

Person Responsible

Gloria Fernandez

Schedule

Weekly, from 8/28/2016 to 5/31/2017

Evidence of Completion

Feedback information in effective educators

Plan to Monitor Fidelity of Implementation of G4.B1.S5 6

Observation information will show the implementation of feedback provided in coaching and evaluative observations

Person Responsible

Gloria Fernandez

Schedule

On 5/1/2017

Evidence of Completion

Observation notes

Plan to Monitor Effectiveness of Implementation of G4.B1.S5 7

Improvement in student progress on standard based assessments

Person Responsible

Schedule

On 5/1/2017

Evidence of Completion

UNIFY data will show greater proficiency on standards

G5. Discovery Middle School will increase ELA and Mathematics learning gains in the lowest 25% (Division Priority: Narrow the achievement gaps) 1

G084641

G5.B1 Ineffective implementation of differentiated instruction. 2

B224964

G5.B1.S1 Develop common assessments in each subject and each grade level. 4

S237354

Strategy Rationale

This strategy will help to identify areas of weakness in our students learning so that we can target those areas of need.

Action Step 1 5

Each content area and each grade level will create common assessments

Person Responsible

Gloria Fernandez

Schedule

Monthly, from 9/6/2016 to 5/26/2017

Evidence of Completion

Assessments created

Action Step 2 5

Implementation of rotational model in Math and Reading

Person Responsible

Sanjay Brown

Schedule

Weekly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Observation feedback

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

Common Assessments will be loaded unto UNIFY and Progress Monitoring Charts will be posted

Person Responsible

Gloria Fernandez

Schedule

On 5/26/2017

Evidence of Completion

Common Assessments on UNIFY and Progress Monitoring Data

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

Weekly PLC meetings to monitor implementation of strategy

Person Responsible

Philip Stanford

Schedule

Quarterly, from 9/6/2016 to 5/31/2017

Evidence of Completion

PLC meeting minutes, Progress Monitoring Data and the production of assessments

G5.B1.S2 Upload common assessments into UNIFY 4

S237355

Strategy Rationale

This will streamline the process of accessing data and monitoring the quality of assessments

Action Step 1 5

Train teachers on the use of UNIFY

Person Responsible

Philip Stanford

Schedule

Quarterly, from 8/10/2016 to 3/15/2017

Evidence of Completion

Action Step 2 5

Teachers will search tests for standards being taught during the first quarter

Person Responsible

Philip Stanford

Schedule

On 8/10/2016

Evidence of Completion

Tests created and allocated to school

Plan to Monitor Fidelity of Implementation of G5.B1.S2 6

Administrators will monitor item analysis of tests

Person Responsible

Gloria Fernandez

Schedule

On 5/31/2017

Evidence of Completion

Feedback given to teachers on the data observed in the item analysis

Plan to Monitor Fidelity of Implementation of G5.B1.S2 6

Leadership team will review assessments for appropriate depth of knowledge

Person Responsible

Gloria Fernandez

Schedule

On 5/31/2017

Evidence of Completion

Feedback given to teachers

Plan to Monitor Effectiveness of Implementation of G5.B1.S2 7

Administrative support in PLCs and monitoring of post assessment data

Person Responsible

Gloria Fernandez

Schedule

On 5/31/2017


Evidence of Completion

Proficiency on UNIFY assessments

G5.B2 Lack of common assessments being utilized for progress monitoring purposes 2

 B224965

G5.B2.S1 Develop common assessments each subject and each grade level 4

 S237356

Strategy Rationale

Standards based instruction would increase due to intentional assessing of student achievement

Action Step 1 5

Creation of Common Assessments

Person Responsible

Gloria Fernandez

Schedule

Weekly, from 9/8/2016 to 5/31/2017

Evidence of Completion

Meeting Agenda, Minutes, and participant sign in sheets

Action Step 2 5

Implementation of rotational model in Math and Language Arts

Person Responsible

Sanjay Brown

Schedule

On 5/31/2017

Evidence of Completion

Observation feedback

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

Attend professional development trainings

Person Responsible

Gloria Fernandez

Schedule

Monthly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Minutes from trainings

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

Review of Instructional Focus Calendars

Person Responsible

Sanjay Brown

Schedule

Biweekly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Lesson plan feedback forms

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

Review of Progress Monitoring Charts

Person Responsible

Ann Holman

Schedule

Monthly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Minutes from MTSS Meetings

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

Lesson plan review for reteaching/enrichment opportunities

Person Responsible

Gloria Fernandez

Schedule

Biweekly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Lesson Plan Feedback checklist forms

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

Review of progress monitoring data through Performance Matters

Person Responsible

Sanjay Brown

Schedule

Monthly, from 9/6/2016 to 5/31/2017

Evidence of Completion

Minutes from PLC Meetings

G5.B2.S4 Data-driven planning 4

 S237359

Strategy Rationale

Teachers would be able to extend enrichment/remediation opportunities to students when data is used to drive instruction

Action Step 1 5

Teachers will dissect data to drive instruction

Person Responsible

Gloria Fernandez

Schedule

On 5/31/2017

Evidence of Completion

UNIFY data

Action Step 2 5

Teachers will analyze data to drive remediation and enrichment

Person Responsible

Gloria Fernandez

Schedule

On 5/31/2017

Evidence of Completion

UNIFY data

Plan to Monitor Fidelity of Implementation of G5.B2.S4 6

PLC meetings will be used to support appropriate planning

Person Responsible

Gloria Fernandez

Schedule

Weekly, from 9/6/2016 to 5/31/2017

Evidence of Completion

PLC minutes

Plan to Monitor Effectiveness of Implementation of G5.B2.S4 7

Increase in content retention and acquisitions of standards based instruction

Person Responsible

Gloria Fernandez

Schedule

Quarterly, from 9/6/2016 to 5/31/2017

Evidence of Completion

UNIFY data

IV. Implementation Timeline

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/End Date
2017					
G3.B1.S2.MA1 M312924	Attendance of students at Algebra Camps	Fernandez, Gloria	1/4/2017	Attendance logs	No End Date monthly
G5.B1.S2.A2 A306753	Teachers will search tests for standards being taught during the first quarter	Stanford, Philip	8/10/2016	Tests created and allocated to school	8/10/2016 one-time
G1.B1.S2.MA1 M312902	Administration will monitor teachers sharing information with parents and the survey will dictate...	Peterson, Rachel	11/1/2016	Survey results will show parents are more informed on the virtues of accelerated courses	11/30/2016 one-time
G1.B1.S2.MA4 M312903	Increase in the number of students taking accelerated courses	Shank, Melanie	11/1/2016	Course enrollment	11/30/2016 one-time
G1.B1.S2.MA2 M312905	Parent night survey on the quality of the information shared on accelerated courses	Peterson, Rachel	11/1/2016	Survey results will show that parents feel informed by the information shared on accelerated courses.	11/30/2016 one-time
G1.B1.S2.A2 A306732	Conduct parent nights to help parents learn more about the subjects and rigor required of students	Brown, Sanjay	11/2/2016		11/30/2016 one-time
G5.B1.S2.A1 A306752	Train teachers on the use of UNIFY	Stanford, Philip	8/10/2016		3/15/2017 quarterly
G3.B1.S2.A2 A306741	All 8th grade students will create a Khan Academy account	Brown, Sanjay	9/22/2016	Verification of rosters	3/31/2017 weekly
G4.B1.S1.A4 A306745	Implementation of Differentiated Instruction	Fernandez, Gloria	9/6/2016	Classroom observation feedback, Lesson Plan feedback	5/1/2017 weekly
G3.B1.S2.A1 A306740	Algebra Camp will be planned for all students enrolled in Algebra	Brown, Sanjay	1/30/2017	Written plan for Algebra Camp	5/1/2017 weekly
G4.B1.S5.MA1 M312933	Improvement in student progress on standard based assessments		9/6/2016	UNIFY data will show greater proficiency on standards	5/1/2017 one-time
G4.B1.S5.MA1 M312934	Observation information will show the implementation of feedback provided in coaching and...	Fernandez, Gloria	9/6/2016	Observation notes	5/1/2017 one-time
G4.B1.S1.A1 A306742	Inform teachers of upcoming professional development on differentiated instruction	Fernandez, Gloria	9/8/2016	Week at a glance communications	5/21/2017 biweekly
G4.B1.S1.A2 A306743	Professional development training on differentiated instruction at faculty meeting	Ramery-Gelpi, Eileen	10/21/2016	Agendas, Sign In Sheets, and Meeting Minutes	5/21/2017 quarterly
G5.MA1 M312949	Progress monitoring charts will be completed by common assessment/standard per student.	Fernandez, Gloria	9/6/2016	Data will be collected from UNIFY. Data will show standard mastery in reading and math.	5/26/2017 monthly
G5.MA2 M312950	Common Assessment creation and implementation	Brown, Sanjay	9/6/2016	Leadership team will receive monthly updates on data progression	5/26/2017 monthly
G5.MA3 M312951	Data collected from data warehouse will show the number of students with excused/unexcused absences.	Rollins, Lou Anne	9/6/2016	Support team meeting will receive biweekly updates on students that are missing more than five school days. All students missing more than five	5/26/2017 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
				school days will be tracked for truancy issues.	
G5.B1.S1.MA1 M312938	Common Assessments will be loaded unto UNIFY and Progress Monitoring Charts will be posted	Fernandez, Gloria	9/6/2016	Common Assessments on UNIFY and Progress Monitoring Data	5/26/2017 one-time
G5.B1.S1.A1 A306750	Each content area and each grade level will create common assessments	Fernandez, Gloria	9/6/2016	Assessments created	5/26/2017 monthly
G4.MA1 M312935	Student participation in standards-based tutoring	Borja, Ramiro	9/14/2016	Sign in logs for both tutored students and volunteers, student assignments completed, and progress monitoring charts	5/30/2017 daily
G1.MA1 M312906	Data on student placement will monitored throughout the year	Brown, Sanjay	9/6/2016	Data sheet showing student enrollment will be evidence of compliance.	5/31/2017 quarterly
G1.MA2 M312907	Student progress in acceleration courses	Brown, Sanjay	9/6/2016	Data charts	5/31/2017 one-time
G2.MA1 M312919	Progress monitoring charts of all students enrolled in Civics classes	Fernandez, Gloria	9/6/2016	Growth on the progress monitoring charts will show whether or not students are achieving at the depth of each standard.	5/31/2017 one-time
G2.MA2 M312920	UNIFY data will show student growth in achieving this goal	Brown, Sanjay	9/6/2016	UNIFY data	5/31/2017 quarterly
G3.MA1 M312926	Progress monitoring data on student growth on state standards will be monitored throughout the year.	Brown, Sanjay	9/6/2016	Progress monitoring data will show evidence of growth on state standards	5/31/2017 one-time
G4.MA2 M312936	Progress monitoring charts and MTSS referrals	Holman, Ann	9/30/2016	Sharepoint progress monitoring charts completed by each teacher	5/31/2017 monthly
G1.B1.S1.MA1 M312899	Monthly meetings will be held with counselors on the placement of students and planning for the...	Brown, Sanjay	9/6/2016	Meeting minutes	5/31/2017 monthly
G1.B1.S1.MA1 M312900	Administration will monitor and provide information on what information will be shared with...	Brown, Sanjay	9/6/2016	Information from newsletters, Facebook posts, Instagram posts, Twitter posts, and information posted on our website	5/31/2017 monthly
G1.B1.S1.MA3 M312901	Administration will monitor class enrollment to ensure students are scheduled appropriately	Brown, Sanjay	9/6/2016	Data on student placement in classes	5/31/2017 quarterly
G1.B1.S1.A1 A306729	Counselors will schedule students into advanced and accelerated courses	Brown, Sanjay	9/6/2016	Data on what classes students are scheduled in	5/31/2017 monthly
G1.B1.S1.A2 A306730	Information regarding the benefits of acceleration courses will be shared with stakeholders at...	LaSala, Jennifer	9/6/2016	Website information, posts on FaceBook, Twitter, Instagram and newsletters	5/31/2017 quarterly
G2.B1.S1.MA1 M312908	Administrators will review lesson plans	Fernandez, Gloria	9/6/2016	Lesson plans, observations and progress monitoring charts	5/31/2017 one-time
G2.B1.S1.MA5 M312909	Review progress monitoring charts	Fernandez, Gloria	9/6/2016	Progress monitoring charts	5/31/2017 quarterly
G2.B1.S1.MA6 M312910	Class observations	Fernandez, Gloria	9/6/2016	Observation notes	5/31/2017 weekly
G2.B1.S1.MA7 M312911	Mini assessments	Fernandez, Gloria	9/6/2016	Mini assessment data	5/31/2017 quarterly

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Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/End Date
G2.B1.S1.MA1 M312912	Administration will meet with facilitator on the content of each professional development	Fernandez, Gloria	8/9/2016	Meeting minutes and contents of each professional development	5/31/2017 monthly
G2.B1.S1.MA3 M312913	Class observations	Fernandez, Gloria	8/31/2016	Observation notes	5/31/2017 weekly
G2.B1.S1.MA4 M312914	Weekly PLC meetings	Fernandez, Gloria	9/6/2016	PLC meeting minutes	5/31/2017 one-time
G2.B1.S1.A1 A306733	Professional development will be provided to teachers on deconstructing standards	Brown, Sanjay	8/9/2016	Training materials and attendance sheets	5/31/2017 monthly
G2.B1.S1.A2 A306734	Professional development will be conducted on creating common assessments	Brown, Sanjay	9/6/2016	Training materials and attendance sheets	5/31/2017 quarterly
G2.B1.S1.A3 A306735	Professional development will be conducted on the use of UNIFY	Brown, Sanjay	9/6/2016		5/31/2017 one-time
G3.B1.S1.MA1 M312921	In order to monitor the effectiveness of this implementation, administrators will be engaged in...	Brown, Sanjay	9/6/2016	Professional Learning Community minutes will show that teachers are effectively planning for our top 25% of learners	5/31/2017 one-time
G3.B1.S1.MA1 M312922	Administrators will review data of top tier learners and compare the data with the opportunities...	Fernandez, Gloria	9/6/2016	Lesson plans with enrichment activities documented, observations showing that teachers engaged students in enrichment activities and progress monitoring data that shows growth will be used as evidence to demonstrate that the strategy is working.	5/31/2017 monthly
G3.B1.S1.A1 A306738	Teachers will be required to collect data on standards taught	Fernandez, Gloria	9/6/2016		5/31/2017 monthly
G3.B1.S1.A2 A306739	PLCs will focus on UNIFY data for the purpose of identifying areas of weakness and opportunities...	Brown, Sanjay	9/6/2016	PLC minutes	5/31/2017 monthly
G4.B1.S1.MA1 M312927	Student failures reduced	Shank, Melanie	9/6/2016	Decrease in students requiring attendance in course recovery after school program	5/31/2017 quarterly
G4.B1.S1.MA5 M312928	Review of progress monitoring charts	Fernandez, Gloria	9/6/2016	Teacher feedback in PLC Meetings	5/31/2017 weekly
G4.B1.S1.MA6 M312929	Monthly MTSS Meetings	Holman, Ann	9/6/2016	MTSS Meeting Notes	5/31/2017 monthly
G4.B1.S1.MA1 M312930	Classroom Observations	Fernandez, Gloria	9/6/2016	Feedback on iObservation from administrative team	5/31/2017 daily
G4.B1.S1.MA2 M312931	Lesson Plan Feedback	Brown, Sanjay	9/6/2016	Feedback on Lesson Plan Checklist by leadership team	5/31/2017 daily
G4.B1.S1.MA3 M312932	PLC Meeting Minutes	Brown, Sanjay	9/6/2016	PLC Meeting minutes will reflect differentiated instructional strategies	5/31/2017 weekly
G4.B1.S1.A3 A306744	Planning for differentiated instruction begins	Fernandez, Gloria	8/8/2016	PLC Meeting Minutes, Lesson Plan Checklist	5/31/2017 weekly
G5.B1.S1.MA1 M312937	Weekly PLC meetings to monitor implementation of strategy	Stanford, Philip	9/6/2016	PLC meeting minutes, Progress Monitoring Data and the production of assessments	5/31/2017 quarterly

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Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/End Date
G5.B1.S1.A2 A306751	Implementation of rotational model in Math and Reading	Brown, Sanjay	9/6/2016	Observation feedback	5/31/2017 weekly
G5.B2.S1.MA1 M312942	Lesson plan review for reteaching/enrichment opportunities	Fernandez, Gloria	9/6/2016	Lesson Plan Feedback checklist forms	5/31/2017 biweekly
G5.B2.S1.MA5 M312943	Review of progress monitoring data through Performance Matters	Brown, Sanjay	9/6/2016	Minutes from PLC Meetings	5/31/2017 monthly
G5.B2.S1.MA1 M312944	Attend professional development trainings	Fernandez, Gloria	9/6/2016	Minutes from trainings	5/31/2017 monthly
G5.B2.S1.MA2 M312945	Review of Instructional Focus Calendars	Brown, Sanjay	9/6/2016	Lesson plan feedback forms	5/31/2017 biweekly
G5.B2.S1.MA3 M312946	Review of Progress Monitoring Charts	Holman, Ann	9/6/2016	Minutes from MTSS Meetings	5/31/2017 monthly
G5.B2.S1.A1 A306754	Creation of Common Assessments	Fernandez, Gloria	9/8/2016	Meeting Agenda, Minutes, and participant sign in sheets	5/31/2017 weekly
G5.B2.S1.A2 A306755	Implementation of rotational model in Math and Language Arts	Brown, Sanjay	9/6/2016	Observation feedback	5/31/2017 one-time
G1.B1.S2.MA1 M312904	Posted information will be reviewed to ensure specific information regarding accelerated courses...	Brown, Sanjay	9/6/2016	Evidence of information on Facebook, Twitter and school website	5/31/2017 one-time
G1.B1.S2.A1 A306731	Discovery Middle School educate parents on the merits of accelerated courses through social media...	LaSala, Jennifer	9/6/2016		5/31/2017 monthly
G2.B1.S2.MA1 M312915	UNIFY data will show in increase in student proficiency	Brown, Sanjay	9/6/2016	UNIFY data	5/31/2017 quarterly
G2.B1.S2.MA4 M312916	Data meetings		9/6/2016	Data meetings will show that teachers are using data to drive instruction	5/31/2017 every-2-months
G2.B1.S2.MA1 M312917	Data will be uploaded and tests administered through UNIFY	Brown, Sanjay	9/6/2016	Data in UNIFY	5/31/2017 weekly
G2.B1.S2.MA2 M312918	Data meeting minutes will show the discussion surrounding data on standards based assessments	Brown, Sanjay	9/6/2016	Meeting minutes	5/31/2017 every-2-months
G2.B1.S2.A1 A306736	Collect data on standards based assessments	Brown, Sanjay	9/6/2016		5/31/2017 monthly
G2.B1.S2.A2 A306737	Data will be reviewed at data meetings	Fernandez, Gloria	9/6/2016		5/31/2017 every-2-months
G3.B1.S2.MA1 M312923	Continued monitoring of assessment growth	Fernandez, Gloria	1/4/2017	UNIFY data progress	5/31/2017 one-time
G3.B1.S2.MA2 M312925	Reports on the utilization of Khan Academy	Leptz, Kamille	10/3/2016	Utilization reports	5/31/2017 monthly
G5.B1.S2.MA1 M312939	Administrative support in PLCs and monitoring of post assessment data	Fernandez, Gloria	9/6/2016	Proficiency on UNIFY assessments	5/31/2017 one-time
G5.B1.S2.MA1 M312940	Administrators will monitor item analysis of tests	Fernandez, Gloria	9/6/2016	Feedback given to teachers on the data observed in the item analysis	5/31/2017 one-time
G5.B1.S2.MA2 M312941	Leadership team will review assessments for appropriate depth of knowledge	Fernandez, Gloria	9/6/2016	Feedback given to teachers	5/31/2017 one-time

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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
G5.B2.S4.MA1 M312947	Increase in content retention and acquisitions of standards based instruction	Fernandez, Gloria	9/6/2016	UNIFY data	5/31/2017 quarterly
G5.B2.S4.MA1 M312948	PLC meetings will be used to support appropriate planning	Fernandez, Gloria	9/6/2016	PLC minutes	5/31/2017 weekly
G5.B2.S4.A1 A306756	Teachers will dissect data to drive instruction	Fernandez, Gloria	9/6/2016	UNIFY data	5/31/2017 one-time
G5.B2.S4.A2 A306757	Teachers will analyze data to drive remediation and enrichment	Fernandez, Gloria	9/6/2016	UNIFY data	5/31/2017 one-time
G4.B1.S5.A1 A306748	Calibrate classroom observation coding	Fernandez, Gloria	8/29/2016	Observation feedback	5/31/2017 monthly
G4.B1.S5.A2 A306749	Conduct weekly coaching observations	Fernandez, Gloria	8/28/2016	Feedback information in effective educators	5/31/2017 weekly

V. Professional Development Opportunities

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

G2. Discovery Middle School will increase Civics proficiency in all subgroups (Division Priority: Accelerate student performance)

G2.B1 Standards not taught to the depth and rigor that they require

G2.B1.S1 Professional development will be provided to teachers on deconstructing state standards.

PD Opportunity 1

Professional development will be provided to teachers on deconstructing standards

Facilitator

Philip Stanford

Participants

Teachers

Schedule

Monthly, from 8/9/2016 to 5/31/2017

PD Opportunity 2

Professional development will be conducted on creating common assessments

Facilitator

Philip Stanford

Participants

Teachers

Schedule

Quarterly, from 9/6/2016 to 5/31/2017

PD Opportunity 3

Professional development will be conducted on the use of UNIFY

Facilitator

Philip Stanford

Participants

Teachers

Schedule

On 5/31/2017

G4. Increase ELA, Mathematics and Science proficiency in all subgroups (Division Priority: Accelerate student performance)

G4.B1 Lack of professional development in differentiated instruction implementation

G4.B1.S1 Provide professional development on differentiated instruction implementation

PD Opportunity 1

Professional development training on differentiated instruction at faculty meeting

Facilitator

OCPS District Instructional Coach(es)

Participants

Discovery Middle School Teachers, paraprofessionals, and administration

Schedule

Quarterly, from 10/21/2016 to 5/21/2017

G5. Discovery Middle School will increase ELA and Mathematics learning gains in the lowest 25% (Division Priority: Narrow the achievement gaps)

G5.B1 Ineffective implementation of differentiated instruction.

G5.B1.S1 Develop common assessments in each subject and each grade level.

PD Opportunity 1

Each content area and each grade level will create common assessments

Facilitator

Philip Stanford

Participants

All Teachers

Schedule

Monthly, from 9/6/2016 to 5/26/2017

G5.B1.S2 Upload common assessments into UNIFY

PD Opportunity 1

Train teachers on the use of UNIFY

Facilitator

Philip Stanford

Participants

Teachers and administrators

Schedule

Quarterly, from 8/10/2016 to 3/15/2017

G5.B2 Lack of common assessments being utilized for progress monitoring purposes

G5.B2.S1 Develop common assessments each subject and each grade level

PD Opportunity 1

Creation of Common Assessments

Facilitator

All teachers

Participants

All teachers

Schedule

Weekly, from 9/8/2016 to 5/31/2017

VII. Budget

1	G1.B1.S1.A1	Counselors will schedule students into advanced and accelerated courses				\$250.00
	Function	Object	Budget Focus	Funding Source	FTE	2016-17
		239-Other	1121 - Discovery Middle	General Fund		\$250.00
			<i>Notes: Paper to track progress</i>			
2	G1.B1.S1.A2	Information regarding the benefits of acceleration courses will be shared with stakeholders at Parent Nights and via all Discovery Middle School media platforms				\$0.00
3	G1.B1.S2.A1	Discovery Middle School educate parents on the merits of accelerated courses through social media platforms				\$0.00
4	G1.B1.S2.A2	Conduct parent nights to help parents learn more about the subjects and rigor required of students				\$0.00
5	G2.B1.S1.A1	Professional development will be provided to teachers on deconstructing standards				\$250.00
	Function	Object	Budget Focus	Funding Source	FTE	2016-17
		239-Other	1121 - Discovery Middle	General Fund		\$250.00
			<i>Notes: Paper and planning materials to conduct professional development</i>			
6	G2.B1.S1.A2	Professional development will be conducted on creating common assessments				\$250.00
	Function	Object	Budget Focus	Funding Source	FTE	2016-17
		239-Other	1121 - Discovery Middle	General Fund		\$250.00
			<i>Notes: Materials needed to plan professional developments</i>			

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7	G2.B1.S1.A3	Professional development will be conducted on the use of UNIFY				\$100.00
	Function	Object	Budget Focus	Funding Source	FTE	2016-17
		239-Other	1121 - Discovery Middle	General Fund		\$100.00
			<i>Notes: Materials necessary to plan and execute professional development</i>			
8	G2.B1.S2.A1	Collect data on standards based assessments				\$0.00
9	G2.B1.S2.A2	Data will be reviewed at data meetings				\$0.00
10	G3.B1.S1.A1	Teachers will be required to collect data on standards taught				\$0.00
11	G3.B1.S1.A2	PLCs will focus on UNIFY data for the purpose of identifying areas of weakness and opportunities for revising knowledge				\$0.00
12	G3.B1.S2.A1	Algebra Camp will be planned for all students enrolled in Algebra				\$0.00
13	G3.B1.S2.A2	All 8th grade students will create a Khan Academy account				\$0.00
14	G4.B1.S1.A1	Inform teachers of upcoming professional development on differentiated instruction				\$0.00
15	G4.B1.S1.A2	Professional development training on differentiated instruction at faculty meeting				\$150.00
	Function	Object	Budget Focus	Funding Source	FTE	2016-17
		239-Other	1121 - Discovery Middle	General Fund		\$150.00
			<i>Notes: Materials to facilitate training(s)</i>			
16	G4.B1.S1.A3	Planning for differentiated instruction begins				\$0.00
17	G4.B1.S1.A4	Implementation of Differentiated Instruction				\$0.00
18	G4.B1.S5.A1	Calibrate classroom observation coding				\$0.00
19	G4.B1.S5.A2	Conduct weekly coaching observations				\$0.00
20	G5.B1.S1.A1	Each content area and each grade level will create common assessments				\$0.00
21	G5.B1.S1.A2	Implementation of rotational model in Math and Reading				\$0.00
22	G5.B1.S2.A1	Train teachers on the use of UNIFY				\$0.00
23	G5.B1.S2.A2	Teachers will search tests for standards being taught during the first quarter				\$0.00
24	G5.B2.S1.A1	Creation of Common Assessments				\$1,000.00
	Function	Object	Budget Focus	Funding Source	FTE	2016-17
			1121 - Discovery Middle	General Fund		\$1,000.00
			<i>Notes: Paper & Copying of Common Assessments</i>			
25	G5.B2.S1.A2	Implementation of rotational model in Math and Language Arts				\$0.00

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26	G5.B2.S4.A1	Teachers will dissect data to drive instruction	\$0.00
27	G5.B2.S4.A2	Teachers will analyze data to drive remediation and enrichment	\$0.00
Total:			\$2,000.00