

School District of Osceola County, FL

# St. Cloud Preparatory Academy



2015-16 School Improvement Plan

## St. Cloud Preparatory Academy

3101 PROGRESS LANE, St. Cloud, FL 34769

[www.osceola.k12.fl.us](http://www.osceola.k12.fl.us)

### School Demographics

School Type	2014-15 Title I School	2015-16 Economically Disadvantaged (FRL) Rate (As Reported on Survey 2)
Elementary	No	56%

Alternative/ESE Center	Charter School	2015-16 Minority Rate (Reported as Non-white on Survey 2)
No	Yes	36%

### School Grades History

Year  
Grade

### School Board Approval

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

### SIP Authority and Template

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

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

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

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## Purpose and Outline of the SIP

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

### Part I: Current School Status

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

### Part II: Needs Assessment

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

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

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

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

### Appendices

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

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

## Differentiated Accountability

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

### DA Regions

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

### DA Categories

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

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

### DA Turnaround and Monitoring Statuses

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

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

### 2015-16 DA Category and Statuses

DA Category	Region	RED
Not In DA	3	<a href="#">Ella Thompson</a>
Former F	Turnaround Status	
No		





## Part I: Current School Status

### Supportive Environment

#### School Mission and Vision

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

To provide a challenging and supportive learning environment that fosters high expectations in moral values, character development, leadership skills, social growth and intellectual development that helps form a catalyst for the success of every student.

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

St. Cloud Preparatory Academy believes that most powerful factor in building engagement is identifying and fully deploying talents in the classroom. And not only students' talents~the talents of everyone involved in education must be leveraged, from student, teachers, and principals to parents and community leaders.

#### School Environment

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

St. Cloud Prep values student diversity. The school learns about students' culture through the sharing of student information in monthly staff meetings. In addition, all staff members share in the ideal that all students are important and that building relationships with students is integral to the students' academic success. Finally, St. Cloud Preparatory Academy utilizes FOCUS to obtain student information.

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

The school staff and administrators are on duty before school starts by 7:30am. Staff members are strategically placed to ensure safety during student drop-off, dismissal, breakfast and bell changes. Student leaders also monitor the hallways and help younger students to their classrooms in the morning.

##### **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**

St. Cloud Preparatory Academy is a leadership school and utilizes Stephen Covey's 7 Habits of Highly Effective People through the Leader in Me program. Students are expected to conduct themselves in a manner that is honoring to themselves, their parents/guardians, and the school. This expectation applies to the time that students are in school and at school activities as well as the time they are away from school. SCPA considers the school life of students and faculty a vital part of education. Conduct during school times is to be reverent.

Both elementary and middle school students share this school. It is courteous that each respects the needs and rights of the other. We expect the older, more mature students to take the lead in avoiding conflict and displaying a respectful example to others.

Systems are set in place to reward student for positive behavior. Teacher's have set up their classroom policies and procedures that reflect school-wide expectations regarding behavior. Teacher's are the main disciplinarians within the classroom. Students that display continuous



behaviors that disrupt the learning environment or become a safety issue may be placed on a behavior plan that is created with the teacher, student, parent(s), school counselor and administrators. For major infractions, SCPA follows the adopted Osceola County School District Student Code of Conduct.

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

To encourage students in a growing relationship with their peers and teachers through knowledge of Stephen Covey’s 7 Habits of Highly Effective People through the Leader in Me program.

1. To teach the 7 Habits.
2. To teach the necessity of advocating for self through appropriate decision-making.
3. To teach problem-solving and critical thinking.
4. To teach the importance of teamwork and collaboration.
5. To develop effective communication skills in the student.

To encourage integrity and sound character in all circumstances.

1. To strengthen and reinforce the positive character development of each student.
2. To teach the student to apply himself to his work to fulfill his various responsibilities.
3. To teach the student to work independently and cooperatively.
4. To teach the student to think for himself and to stand up for his personal convictions in the face of adversity.
5. To teach the student good stewardship in the care and maintenance of personal and school property.

In addition, St. Cloud Preparatory Academy has one school counselor that provides services for students on school site in conjunction with the school psychologist assigned to the school. SCPA has an MTSS team and follows the process.

**Early Warning Systems**

The school's response to this section may be used to satisfy the requirements of 20 U.S.C. § 6314(b)(1)(B)(ii)(III), (b)(1)(B)(iii)(I), and (b)(1)(I).

**Describe the school's early warning system and provide a list of the early warning indicators used in the system**

St. Cloud Preparatory Academy has identified three indicators that will be used for the Early Warning System. The three indicators are as follows: attendance, course failure in ELA or Math, Level 1 on State Assessment.

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

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

Indicator	Grade Level									Total
	K	1	2	3	4	5	6	7	8	
Attendance below 90 percent	12	4	4	5	6	4	2	2	0	39
One or more suspensions	0	0	0	0	0	0	0	0	0	
Course failure in ELA or Math	0	0	0	1	2	0	1	0	3	7
Level 1 on statewide assessment	0	0	0	0	0	0	11	0	0	11
	0	0	0	0	0	0	0	0	0	
	0	0	0	0	0	0	0	0	0	

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

Indicator	Grade Level			Total
	3	4	6	
Students exhibiting two or more indicators	6	8	14	28

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

St. Cloud Prep has an MTSS Committee, a school-wide mentoring program and time set aside every morning for homeroom. SCPA has implemented lunch in the classroom to provide extra help with a working lunch, this also provides an opportunity for teachers to build relationships with students outside of the traditional classroom setting. At the elementary level all grades provide iii instruction. Students that are identified as at-risk due to attendance are flagged and the attendance team creates an attendance contract. This team consists of the school administration, registrar, guidance counselor, teacher(s), student(s) and parents. In addition, St. Cloud Prep works with local business partners to provide incentives for both academics, behavior and attendance.

**Family and Community Involvement**

The school's response to this section may be used to satisfy the requirements of 20 U.S.C. § 6314(b)(1)(B)(iii)(I)(aa).

**Describe how the school works at building positive relationships with families to increase involvement, including efforts to communicate the school's mission and vision, and keep parents informed of their child's progress**

Title I schools use the Parent Involvement Plan (PIP) to meet the requirements of 20 U.S.C. § 6314(b)(1)(F).

**Will the school use its PIP to satisfy this question?**

No

**PIP Link**

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

**Description**

Parent involvement is critical to St. Cloud Preparatory Academy's overall effectiveness. There are numerous ways for parents to get involved with SCPA through volunteering their services. Opportunities include serving as elementary classroom moms, field trip chaperones, assisting with class parties, working as a teacher's aide, and helping with various fundraising efforts. In addition, SCP plans monthly family events to build a strong relationships with between students, parents, school, and the community.

**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**

St. Cloud Prep has a community liason that communicates with local businesses and government concerning the school. These community partners not only help the school by volunteer their time and talents, but also provide opportunities for our student leaders to give back to the community. These resources that are provided are an integral part of student success in the classroom.

**Effective Leadership**

The school's response to this section may be used to satisfy the requirements of 20 U.S.C. § 6314(b)(1)(H).

**School Leadership Team**

## Membership:

Name	Title
Quinn, Michele	Principal
Murphy, Jennifer	Assistant Principal
Whitman, Sarah	Guidance Counselor

## Duties

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

1. Michele Quinn, Principal/Managing Director-Works in conjunction with the governing board and Business Director in regards to finances, curricular programs, instructional resources, teacher evaluations and feedback, community relations and student recruitment, provides K-8 discipline data and interventions.
2. Jennifer Murphy, Assistant Principal-Instructional resources, test coordinator, curricular programs, provides instructional intervention for teachers and identifies students needing reading group intervention, provides K-8 discipline data and interventions.
3. Sarah Whitman, School Counselor-MTSS Coach-data collection/analysis, liaison with district RCS, 504 and FIT coordinator.

### ***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***

St. Cloud Prep MTSS team meets the 3rd Wednesday of each month. At this time the team will identify target areas of concern through data analysis as well as, teacher input. This data will be used to identify students who require monitoring and/or intervention so that academic and behavioral goals can be met to ensure academic progress.

Effectiveness of classroom instruction, particularly the core content areas, data driven decision making at the classroom level (teachers meet every Tuesday to analyze formal and informal assessment data), district provided benchmark assessments.

Resource allocation: double reading block, small group instruction for math intervention, computer labs.

Teacher support: administration, school counselor, district level academic specialists, professional learning communities, best practices workshops, instructional assistance in regards to literacy (Jennifer Murphy) and math/science (Michele Quinn).

When planning course offerings we will provide opportunities for student remediation and enrichment to assist those students that are struggling or need acceleration. Students that are in need of additional remediation are invited to participate in the "working lunch." In addition, tutoring is offered before/after school.

The school works with the school district with Title II to ensure that staff development needs are met. In addition, school administration has a working relationship with district content area specialists to provide PD and instructional tools and resources to aid teachers and students.

In order to ensure academic success the school works with the District FIT liaison. Students that are identified as FIT under the McKinney-Vento Act, the district liaison provides health, as well as, referrals and vouchers for resources that may be needed.

Professional development is provided for teachers throughout the year to ensure best practices are used within the classroom: Learning Focused Solutions, it is also used to focus on professional learning communities and data analysis.

**School Advisory Council (SAC)**

**Membership:**

Name	Stakeholder Group
Michele Quinn	Principal
Brittany Overstreet	Parent
Aida Rodriguez	Parent
Kerri Falleur	Education Support Employee
Amie Ross	Parent
Christine Whelan	Parent
Michael Manzer	Teacher
Ema Falleur	Student
Darian Price	Student
David Snyder	Business/Community
Sherry Zenkovich	Parent
Paul Kevin Kersey	Teacher
Julianna Rohde	Teacher
Sunni Toomey	Parent
Madie Zilke	Business/Community
Sarah Whitman	Education Support Employee
Jennifer Murphy	Education Support Employee
	Student

**Duties**

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

*Evaluation of last year's school improvement plan*

Development of school improvement plan for the 2015-2016.

*Development of this school improvement plan*

SAC and the SCPA governing board approves the school improvement plan and its goals generated by the administration and school faculty.

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

The school's annual budget and plan is prepared and approved by the schools Governing Board in compliance with St. Cloud Prep's Charter.

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

There were no school improvement funds allocated last year.

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

Yes

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

## Literacy Leadership Team (LLT)

### Membership:

Name	Title
Quinn, Michele	Principal
Murphy, Jennifer	Assistant Principal
Whitman, Sarah	Guidance Counselor
	Teacher, K-12

### Duties

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

SCP has several programs/activities in place to promote literacy such as Drop Everything and Read (DEAR) during homeroom, reading strategies are being implemented within all classrooms including content area and block, and teachers participate in professional development for effective reading strategies within the classroom.

## Public and Collaborative Teaching

The school's response to this section may be used to satisfy the requirements of 20 U.S.C. § 6314(b)(1)(D).

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

SCP teachers actively participate in weekly Professional learning communities within their subject area/grade level. PLC's meet every Tuesday to discussing effective teaching strategies, planning, create and analyze common assessments.

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

SCP utilizes the applitrak application process. We have a structured interview process that includes areas of academics, relationship building, and communication.

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

Each new teacher is assigned to the mentor team. All teachers are required to observe a colleague. In addition, the admin staff meets with the teachers monthly to discuss certification process, classroom management strategies, and other common new teacher issues.

## Ambitious Instruction and Learning

### Instructional Programs and Strategies

#### Instructional Programs

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

Per our charter SCPA has adopted and purchased curriculum based on the School District of Osceola County to insure that core instructional programs and resources are aligned with the Florida standards. At SCPA teachers are required to align their lessons with the Florida Standards, this is also discussed in their weekly PLC's which require teachers to identify and analyze data based on the essential standards, in addition to building common assessments aligned with the specific Florida standards in that particular content area/grade level.

### Instructional Strategies

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

At St. Cloud Prep Academy we use the data in the following ways: teachers use state and classroom data to differentiate instruction within the classroom. Professional learning communities (PLC) provide a forum in which teachers are able to analyze data, discuss best practices and create common assessments. Administration uses classroom benchmark data and state testing data to provide appropriate interventions whether remediation or enrichment. This may include small groups, independent study, etc.

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

**Strategy:** After School Program

**Minutes added to school year:**

The purpose of the after school program is to enrich and extend the experiences in the classroom during the regular school day. This program provides opportunities for students to receive homework help and participate in activities such as engineering, physical activity, hands on learning, reading, science and math, etc.

#### ***Strategy Rationale***

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

- Enrichment

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

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

Survey

### Student Transition and Readiness

#### PreK-12 Transition

The school's response to this question may be used to satisfy the requirements of 20 U.S.C. § 6314(b)(1)(G).

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

School administration and guidance counselor along with teacher leaders, have various community meetings in the Spring in order to share the school's expectations, class offerings and answer any student or parent questions. SCPA holds a 6th grade and kindergarten orientation night where incoming 6th grade students and their parents may learn about the program offerings, meet the

teachers and daily middle school routines.

Additionally, all grades K-8 have an open house the week before school to follow class schedules, meet the teachers, and receive other such important information.

Outgoing 8th grade students participate in presentations from the local high schools and meet with high school guidance counselors to build their 9th grade class schedule.

### College and Career Readiness

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

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

We provide a industry certification through our middle school Agriscience class.

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

SCPA offers high school credit opportunities through science and math, in addition to, our Agriscience class which is a technical certification course.

***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***

Through our Leader In Me program, students learn how to advocate for their learning individually. Students learn how to set goals, monitor their academic and behavioral progress, check gpa's and implement problem-solving/critical thinking skills when faced with adversity.

## Needs Assessment

### Problem Identification

#### Data to Support Problem Identification

##### Portfolio Selection

Portfolio selection is not required by the Florida Department of Education but is offered as a tool for needs assessment.

##### Data Uploads

Data uploads are not required by the Florida Department of Education but are offered as a tool for the needs assessment. In this section, the school may upload files of locally available data charts and graphs being used as evidence of need.

The following documents were submitted as evidence for this section:

.

#### Problem Identification Summary

This section is not required by the Florida Department of Education but is provided as an opportunity for the school to summarize the points of strength and areas of need that have been identified in the data.

**Problem Analysis Summary**

This section is not required by the Florida Department of Education but is provided as an opportunity for the school to summarize the underlying “why” or root causes for the areas of need identified in the data, as determined by situational awareness of, and research conducted by, the stakeholders involved in the needs assessment.

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## 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.** Increase student achievement through standards-based instruction.
- G2.** Increase reading proficiency in our lowest quartile through the use of targeted reading strategies across all content areas.

## Strategic Goals Detail

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

**G1. Increase student achievement through standards-based instruction.** 1a

G069254

**Targets Supported** 1b

Indicator	Annual Target
Bio I EOC Pass	100.0
FCAT 2.0 Science Proficiency	55.0
FSA Mathematics - Achievement	61.0
Algebra I EOC Pass Rate	100.0

**Resources Available to Support the Goal** 2

- CPALMS
- Teachers observing other teachers.
- PLC's-Weekly collaborative planning, common assessments, data analysis.
- Professional Development opportunities
- 90 minutes of reading and writing instruction
- 

**Targeted Barriers to Achieving the Goal** 3

- Unfamiliarity with new Florida Standards and aligning them to instruction.
- Lack of time to collaborate and implement new teaching strategies.

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

**Person Responsible**

**Schedule**

**Evidence of Completion**

**G2. Increase reading proficiency in our lowest quartile through the use of targeted reading strategies across all content areas.** 1a

G069255

**Targets Supported** 1b

Indicator	Annual Target
FSA English Language Arts - Achievement	75.0

**Resources Available to Support the Goal** 2

- Academic Director
- Weekly Professional Learning Communities among grade levels
- Teachers observing other Teachers
- Support Facilitation
- Small Group Instruction and iii
- Professional Development within the school and outside of the school
- Classroom Library in all classrooms
- District Resource Teachers

**Targeted Barriers to Achieving the Goal** 3

- Attendance below 90%
- Teacher's need reading strategies and resources

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

Regular teacher feedback, Professional Learning Community (PLC) reflections regarding lesson planning and standard-based instruction, reviewing benchmark quarterly assessments will help the team evaluate if there is an increase in reading proficiency within the lowest quartile.

**Person Responsible**

Michele Quinn

**Schedule**

Monthly, from 8/18/2015 to 6/4/2016

**Evidence of Completion**

PLC Reflection notes, student data, lesson plans

## 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.** Increase student achievement through standards-based instruction. **1**

 G069254

**G1.B1** Unfamiliarity with new Florida Standards and aligning them to instruction. **2**

 B180177

**G1.B1.S1** Teachers have been provided the opportunity during their planning to meet collaboratively with their team weekly. In addition, one Wednesday a month has been set aside for vertical articulation amongst teams. **4**

 S191464

### Strategy Rationale

PLC's allow teachers time to collaboratively identify vital standards/benchmarks, in addition, analyze appropriate data to determine the best needs of remediation/enrichment.

### Action Step 1 **5**

Professional learning communities are provided opportunities for teachers to collaborate.

#### Person Responsible

Michele Quinn

#### Schedule

Weekly, from 8/17/2015 to 6/4/2016

#### Evidence of Completion

PLC notes, PLC norms, lesson plans, appropriate assessment data

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

PLC notes will be provided weekly. Administrative team will visit weekly PLC's.

**Person Responsible**

Michele Quinn

**Schedule**

Weekly, from 8/17/2015 to 8/17/2015

**Evidence of Completion**

PLC meeting notes.

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

We will monitor district benchmark assessments, as well, as other classroom assessments to monitor student growth throughout the 2015-2016 school year.

**Person Responsible**

Michele Quinn

**Schedule**

Quarterly, from 8/24/2015 to 6/3/2016

**Evidence of Completion**

Benchmark and classroom assessment data. Feedback from analysis of common assessment through PLC visits and PLC notes.

**G1.B2** Lack of time to collaborate and implement new teaching strategies. 2

 B180178

**G1.B2.S1** Common planning for teachers. 4

 S191465

**Strategy Rationale**

Provides teachers with the opportunity to collaborate on effective instructional strategies and best practices.

**Action Step 1** 5

Create and implement a teacher schedule that allows common planning time for teachers to collaborate.

**Person Responsible**

Michele Quinn

**Schedule**

***Evidence of Completion***

School-wide Master schedule

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

PLCs weekly will provide teachers with the opportunity to collaborate and analyze data.

**Person Responsible**

Michele Quinn

**Schedule**

Weekly, from 8/17/2015 to 6/3/2016

***Evidence of Completion***

PLC notes

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

Review data and student progress to monitor if students are making academic gains.

**Person Responsible**

Michele Quinn


**Schedule**

Quarterly, from 8/17/2015 to 6/3/2016


**Evidence of Completion**

PLC notes, student assessment data and grades, teacher input


**G2.** Increase reading proficiency in our lowest quartile through the use of targeted reading strategies across all content areas. 1

 G069255

**G2.B1** Attendance below 90% 2

 B180179

**G2.B1.S1** Attendance needs to be a priority to all stakeholders. 4

 S191466

**Strategy Rationale**

Once an effective attendance policy is put into place and monitored effectively, the attendance rate will increase maximizing the amount of instructional time a student receives.

**Action Step 1** 5

Administrative staff, registrar, and teachers will monitor student attendance.

**Person Responsible**

Michele Quinn

**Schedule**

Weekly, from 8/24/2015 to 6/9/2016

**Evidence of Completion**

Daily attendance, attendance contracts, attendance reports, parent contact logs

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

Administrative team will ensure that all staff members, parents and students understand the attendance policy.

**Person Responsible**

Michele Quinn

**Schedule**

Quarterly, from 8/17/2015 to 6/9/2016

***Evidence of Completion***

Attendance policy signed by parent/guardian, parent log, staff meeting minutes

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

Administrative team and data entry will monitor attendance and will implement attendance contracts as necessary per the attendance policy.

**Person Responsible**

Michele Quinn

**Schedule**

Weekly, from 8/24/2015 to 6/9/2016

***Evidence of Completion***

Attendance reports, call logs, attendance contracts



**G2.B2** Teacher's need reading strategies and resources **2**

 B180180

**G2.B2.S1** Professional development opportunities to implement reading through the content area strategies. **4**

 S191467

**Strategy Rationale**

By providing teachers with resources through professional development they will have the tools they need to aid all students in reading more effectively across all content areas.

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

Academic director will provide professional development centered around how to implement reading strategies across a variety of content areas.

**Person Responsible**

Michele Quinn

**Schedule**

Biweekly, from 9/14/2015 to 2/1/2016

***Evidence of Completion***

Lesson plans illustrating reading strategies implemented. Classroom walk-through's and observations.

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

Adminstrators will review PLC notes, lesson plans and observation notes to ensure implementation of the strategies are being utilized effectively in the classroom setting.

**Person Responsible**

Michele Quinn

**Schedule**

Weekly, from 9/14/2015 to 6/9/2016

***Evidence of Completion***

PLC notes, lesson plans, classroom observation notes

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

Administrative team will monitor benchmark and classroom data. Academic director will be available to help struggling teachers implement reading strategies effectively in their classroom.

**Person Responsible**

Michele Quinn

**Schedule**

Weekly, from 9/14/2015 to 6/9/2016

**Evidence of Completion**

benchmark data, state test results, classroom assessment data

**Appendix 1: Implementation Timeline**

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

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/End Date
G1.B1.S1.A1	Professional learning communities are provided opportunities for teachers to collaborate.	Quinn, Michele	8/17/2015	PLC notes, PLC norms, lesson plans, appropriate assessment data	6/4/2016 weekly
G1.B2.S1.A1	Create and implement a teacher schedule that allows common planning time for teachers to collaborate.	Quinn, Michele	6/29/2015	School-wide Master schedule	one-time
G2.B1.S1.A1	Administrative staff, registrar, and teachers will monitor student attendance.	Quinn, Michele	8/24/2015	Daily attendance, attendance contracts, attendance reports, parent contact logs	6/9/2016 weekly
G2.B2.S1.A1	Academic director will provide professional development centered around how to implement reading strategies across a variety of content areas.	Quinn, Michele	9/14/2015	Lesson plans illustrating reading strategies implemented. Classroom walk-through's and observations.	2/1/2016 biweekly
G1.MA1	[no content entered]			one-time	
G1.B1.S1.MA1	We will monitor district benchmark assessments, as well, as other classroom assesments to monitor student growth throughout the 2015-2016 school year.	Quinn, Michele	8/24/2015	Benchmark and classroom assessment data. Feedback from analysis of common assessment through PLC visits and PLC notes.	6/3/2016 quarterly
G1.B1.S1.MA1	PLC notes will be provided weekly. Administrative team will visit weekly PLC's.	Quinn, Michele	8/17/2015	PLC meeting notes.	8/17/2015 weekly
G1.B2.S1.MA1	Review data and student progress to monitor if students are making academic gains.	Quinn, Michele	8/17/2015	PLC notes, student assessment data and grades, teacher input	6/3/2016 quarterly
G1.B2.S1.MA1	PLCs weekly will provide teachers with the opportunity to collaborate and analyze data.	Quinn, Michele	8/17/2015	PLC notes	6/3/2016 weekly
G2.MA1	Regular teacher feedback, Professional Learning Community (PLC) reflections regarding lesson planning and standard-based instruction, reviewing benchmark quarterly assessments will helps the team evaluate if there is an	Quinn, Michele	8/18/2015	PLC Reflection notes, student data, lesson plans	6/4/2016 monthly

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
	increase in reading proficiency within the lowest quartile.				
G2.B1.S1.MA1	Administrative team and data entry will monitor attendance and will implement attendance contracts as necessary per the attendance policy.	Quinn, Michele	8/24/2015	Attendance reports, call logs, attendance contracts	6/9/2016 weekly
G2.B1.S1.MA1	Administrative team will ensure that all staff members, parents and students understand the attendance policy.	Quinn, Michele	8/17/2015	Attendance policy signed by parent/guardian, parent log, staff meeting minutes	6/9/2016 quarterly
G2.B2.S1.MA1	Administrative team will monitor benchmark and classroom data. Academic director will be available to help struggling teachers implement reading strategies effectively in their classroom.	Quinn, Michele	9/14/2015	benchmark data, state test results, classroom assessment data	6/9/2016 weekly
G2.B2.S1.MA1	Administrators will review PLC notes, lesson plans and observation notes to ensure implementation of the strategies are being utilized effectively in the classroom setting.	Quinn, Michele	9/14/2015	PLC notes, lesson plans, classroom observation notes	6/9/2016 weekly

## Appendix 2: Professional Development and Technical Assistance Outlines

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

## Professional Development Opportunities

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

**Technical Assistance Items**

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

**Budget**

<b>Budget Data</b>			
1	G1.B1.S1.A1	Professional learning communities are provided opportunities for teachers to collaborate.	\$0.00
2	G1.B2.S1.A1	Create and implement a teacher schedule that allows common planning time for teachers to collaborate.	\$0.00
3	G2.B1.S1.A1	Administrative staff, registrar, and teachers will monitor student attendance.	\$0.00
4	G2.B2.S1.A1	Academic director will provide professional development centered around how to implement reading strategies across a variety of content areas.	\$0.00
			<b>Total:</b> \$0.00