Tequesta Trace MS (3151)

School Improvement Plan (SIP)

School Info

The School Improvement Plan (SIP) is a live document that is subject to change based on School Advisory Council (SAC) recommendations.

School Grade (2013 - 2014)
Title 1 School   No
Differentiated Accountability (DA)   No

BEST PRACTICE #1

A Focused and Authentic PLC

PROFESSIONAL LEARNING COMMUNITIES (PLC)

A Professional Learning Community (PLC) is a process in which teachers work in teams and use student information to develop strategies to improve their classroom practices.

PLC Name	Day(s) of Week	Week(s) of Month	Start/End Dates	Start/End Times	Grade
Social Studies	Thursday	1st, 2nd, 3rd, 4th, 5th	9/1/2015 - 5/31/2016	12:45 PM - 1:40 PM	6
Math	Thursday	1st, 2nd, 3rd, 4th, 5th	9/1/2015 - 5/31/2016	1:50 PM - 2:40 PM	6
Math	Thursday	1st, 2nd, 3rd, 4th, 5th	9/1/2015 - 5/31/2016	8:10 AM - 9:00 AM	7, 8
Social Studies	Thursday	1st, 2nd, 3rd, 4th, 5th	9/1/2015 - 5/31/2016	8:10 AM - 9:00 PM	7, 8
Language Arts	Tuesday	1st, 2nd, 3rd, 4th, 5th	9/1/2015 - 5/31/2016	10:10 AM - 11:00 AM	8
Language Arts	Tuesday	1st, 2nd, 3rd, 4th, 5th	9/1/2015 - 5/31/2016	2:50 PM - 3:35 PM	7

Language Arts	Tuesday	1st, 2nd, 3rd, 4th	9/1/2015 - 5/31/2016	9:10 AM - 10:00 AM	6
ESE w/ Art and Electives	Tuesday	1st, 2nd, 3rd, 4th	9/1/2015 - 5/31/2016	8:10 AM - 9:00 AM	6, 7, 8
ESE with Guidance	Tuesday	1st, 2nd, 3rd, 4th	9/1/2015 - 5/31/2016	8:10 PM - 9:00 AM	6, 7, 8
Critical Thinking/Reading	Tuesday	1st, 2nd, 3rd, 4th, 5th	9/1/2015 - 5/31/2016	8:10 AM - 9:00 AM	6, 7, 8
6, 7, 8 Grade Science	Tuesday	1st, 2nd, 3rd, 4th, 5th	9/1/2015 - 5/31/2016	8:10 AM - 9:00 AM	6, 7, 8

BEST PRACTICE #2

An Embedded High Quality RtI Process

RESPONSE TO INTERVENTION (RTI)

Response to Intervention (RtI) uses student academic and behavior information to identify students with learning and behavior needs to guarantee that those in danger of failure and/or retention are receiving assistance and support.

GRADUATION/COLLEGE AND CAREER READINESS (EARLY WARNING INDICATORS)

Data for: 2013-2014					
Grade Level	Student Enrollment	% of students with attendance below 90%	% of students with 1 or more suspensions	% of students with course failure in ELA or Math	% of students level 1 in ELA or Math	% of students exhibiting 2 or more Early Warning Indicators
6	467	9.21	5.35	0.20	21.20	5.14
7	517	13.15	7.93	0.40	17.20	7.35
8	500	13.40	9.20	0.40	13.20	5.60

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

Intensive reading classes for level 1 &2 readers
Reading for all 6th graders
Peer Tutoring through the Peer Counseling class
Wednesday Morning tutoring by Junior Honor Society and Peer Counselors with 2 teachers who volunteer to monitor and organize.
Guidance assistance in organizational skills, time management, daily/ weekly monitoring of grades and work completion.
Tutoring resources
Daily checklists, visual schedules, weekly assistance from support staff
Positive behavior interventions with tangible rewards
Increased parent contact
Small group reinforcement of skills

RtI Team Meeting Schedule

Day(s) of Week	Week(s) of Month	Start/End Dates	Start/End Times
Thursday	1st, 3rd, 5th	9/16/2015 - 5/25/2016	9:15 AM - 1:00 PM

BEST PRACTICE #3

Optimal Internal/External Relationships

ACCREDITATION PROCESS

The Accreditation Process leads schools to critically evaluate teaching and learning with a focus on academic excellence. All stakeholders (parents, students, staff, and community) are part of the accreditation process.

Self-Assessment Ratings	
Accreditation Standard	**Overall Rating**
Purpose and Direction	3
Governance and Leadership	4
Teaching and Assessing for Learning	3
Resources and Support Systems	3.43
Using Results for Continuous Improvement	3.2

Explain the activities in which your school will participate to increase your overall rating. Include specific details.

Professional growth is valued and monitored by the intentional scheduling of days, times, and content for PLCs. Master Schedule was created to have several departments/grade levels with common planning to increase collaboration, planning, and data-driven best practices shared and instruction. Administrators participate in PLCs and professional development in an effort to support the policies and procedures of the district's C.A.R.E. packages for subject areas and the B.E.S.T. practices as outlined by the District. Continued use of surveys both formally and informally assist in the monitoring of the 5 Standards of Quality. Results are monitored by Administration.

Evidence/Artifacts

File Name	Standards & Indicator	Upload Date
Tequesta-Trace-MS-Self-Assessment.pdf	**Standard 1:** Purpose and Direction (1.1)	12/3/2015

MISSION-STATEMENT_1ST-PAGE-OF-STUDENT-PLANNER.pdf	**Standard 1:** Purpose and Direction (1.1, 1.3)	12/14/2015
NEWSLETTER-TTMS-9_2015.pdf	**Standard 1:** Purpose and Direction (1.2)	12/14/2015
Leadership-Notes-Augugust-2015.pdf	**Standard 1:** Purpose and Direction (1.4)	12/14/2015
TTMS-SIP-DEC_2015.pdf	**Standard 1:** Purpose and Direction (1.3)	12/15/2015
3151_AccreditationPlan_10092015.pdf	**Standard 1:** Purpose and Direction (1.1) **Standards Training**	10/9/2015
Literacy-Pull_Outs-_-CAB.txt	**Standard 1:** Purpose and Direction (1.4) **Standard 3:** Teaching and Assessing for Learning (3.12) **Standard 4:** Resources and Support Systems (4.1)	1/22/2016
APlusDistributionFunds.pdf	**Standard 1:** Purpose and Direction (1.3)	1/29/2016
3151_AccreditationPlan_10092015.pdf	**Standard 1:** Purpose and Direction (1.1) **Standards Training**	10/9/2015
MISSION-STATEMENT_1ST-PAGE-OF-STUDENT-PLANNER.pdf	**Standard 1:** Purpose and Direction (1.1, 1.3)	12/14/2015
Tequesta-Trace-MS-Self-Assessment.pdf	**Standard 1:** Purpose and Direction (1.1)	12/3/2015
NEWSLETTER-TTMS-9_2015.pdf	**Standard 1:** Purpose and Direction (1.2)	12/14/2015
MISSION-STATEMENT_1ST-PAGE-OF-STUDENT-PLANNER.pdf	**Standard 1:** Purpose and Direction (1.1, 1.3)	12/14/2015
TTMS-SIP-DEC_2015.pdf	**Standard 1:** Purpose and Direction (1.3)	12/15/2015
APlusDistributionFunds.pdf	**Standard 1:** Purpose and Direction (1.3)	1/29/2016
Literacy-Pull_Outs-_-CAB.txt	**Standard 1:** Purpose and Direction (1.4) **Standard 3:** Teaching and Assessing for Learning (3.12) **Standard 4:** Resources and Support Systems (4.1)	1/22/2016

Leadership-Notes-Augugust-2015.pdf	**Standard 1:** Purpose and Direction (1.4)	12/14/2015
15---16Agenda-and-Discipline-for-DRAFT.pdf	**Standard 2:** Governance and Leadership (2.1)	12/14/2015
AP-Expectations.pdf	**Standard 2:** Governance and Leadership (2.3)	12/14/2015
2015-staff-acknowledgement-of-policies-and-procedures-2015.pdf	**Standard 2:** Governance and Leadership (2.2)	12/14/2015
Teacher Evaluation.pdf	**Standard 2:** Governance and Leadership (2.6)	9/28/2015
SUPPORT-STAFF-REPONSIBILITIES-2015_16.pdf	**Standard 2:** Governance and Leadership (2.3)	12/14/2015
2015---2016-Faculty-Handbook.pdf	**Standard 2:** Governance and Leadership (2.4)	12/14/2015
2015-TTMS-principal-message.pdf	**Standard 2:** Governance and Leadership (2.5)	12/14/2015
2015Preplanning-Week.pdf	**Standard 2:** Governance and Leadership (2.6)	12/14/2015
Life-Science-CFA-2-Benchmark-Item-Analysis.pdf	**Standard 2:** Governance and Leadership (2.3, 2.6)	12/16/2015
BEHAVIOR-ASSEMBLY-2015-_-1.pdf	**Standard 2:** Governance and Leadership (2.5)	12/15/2015
15---16Agenda-and-Discipline-for-DRAFT.pdf	**Standard 2:** Governance and Leadership (2.1)	12/14/2015
2015-staff-acknowledgement-of-policies-and-procedures-2015.pdf	**Standard 2:** Governance and Leadership (2.2)	12/14/2015
AP-Expectations.pdf	**Standard 2:** Governance and Leadership (2.3)	12/14/2015
SUPPORT-STAFF-REPONSIBILITIES-2015_16.pdf	**Standard 2:** Governance and Leadership (2.3)	12/14/2015
Life-Science-CFA-2-Benchmark-Item-Analysis.pdf	**Standard 2:** Governance and Leadership (2.3, 2.6)	12/16/2015
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2015Preplanning-Week.pdf	**Standard 2:** Governance and Leadership (2.6)	12/14/2015
Teacher Evaluation.pdf	**Standard 2:** Governance and Leadership (2.6)	9/28/2015
3151-Grading Policy-08272015.doc	**Standard 3:** Teaching and Assessing for Learning (3.10)	9/28/2015
201516-Cooper-Quarter-1-Lesson-Plan-Science-final-2.pdf	**Standard 3:** Teaching and Assessing for Learning (3.2)	12/14/2015
Mrs.-Bello-Quarter-1-Lesson-Plans-2015-2016-GEM-6-pds-2,3.pdf	**Standard 3:** Teaching and Assessing for Learning (3.4)	12/14/2015
Diez-assessment-2015.pdf	**Standard 3:** Teaching and Assessing for Learning (3.3)	12/14/2015
L_ARTS-WRITING-RUBRIC-2015.pdf	**Standard 3:** Teaching and Assessing for Learning (3.10)	12/14/2015
rubric-2015.pdf	**Standard 3:** Teaching and Assessing for Learning (3.6)	12/14/2015
TTMS-Volunteer-Breakfast-2015-Agenda.pdf	**Standard 3:** Teaching and Assessing for Learning (3.8)	12/14/2015
Melmood-syllabus-15-16.pdf	**Standard 3:** Teaching and Assessing for Learning (3.1)	12/15/2015
Behavior-Assembly-version2.pdf	**Standard 3:** Teaching and Assessing for Learning (3.9)	12/14/2015
NEW-TEACHERS-ORIENTATION-MEETINGS-2015.pdf	**Standard 3:** Teaching and Assessing for Learning (3.7)	12/15/2015
LEADERSHIP-DISCUSSION-CROSS-CURRICULUM-2015.pdf	**Standard 3:** Teaching and Assessing for Learning (3.11)	12/15/2015
ESE-SUPPORT-SCHEDULE-2015.pdf	**Standard 3:** Teaching and Assessing for Learning (3.12)	12/15/2015
3911_TechnologyPolicy.pdf	**Standard 3:** Teaching and Assessing for Learning (3.1)	12/15/2015
Life-Science-CFA-2-Benchmark-Results-Summary.pdf	**Standard 3:** Teaching and Assessing for Learning (3.4)	12/16/2015
CROSS-CURRICULA-LESSONS.pdf	**Standard 3:** Teaching and Assessing for Learning (3.5)	12/15/2015
COUGAR-CHALLENGE-FLYER-TTMS.pdf	**Standard 3:** Teaching and Assessing for Learning (3.8)	12/15/2015
Literacy-Pull_Outs-_-CAB.txt	**Standard 1:** Purpose and Direction (1.4) **Standard 3:** Teaching and Assessing for Learning (3.12)	1/22/2016

	Standard 4: Resources and Support Systems (4.1)	
pre-approved-classes-2016-2017.doc	**Standard 3:** Teaching and Assessing for Learning (3.2) **Standard 4:** Resources and Support Systems (4.1)	1/22/2016
Copy-of-Pull-Out-Schedule2.pdf	**Standard 3:** Teaching and Assessing for Learning (3.4) **Standard 4:** Resources and Support Systems (4.1)	1/22/2016
2015Morning-Schedule.pdf	**Standard 3:** Teaching and Assessing for Learning (3.5)	12/15/2015
science-fair-night-sign-in.pdf	**Standard 3:** Teaching and Assessing for Learning (3.8)	1/22/2016
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rubric-2015.pdf	**Standard 3:** Teaching and Assessing for Learning (3.6)	12/14/2015
	Standard 3: Teaching and Assessing for Learning (3.7)	

NEW-TEACHERS-ORIENTATION-MEETINGS-2015.pdf		12/15/2015
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IAQ-FINDINGS-2015.pdf	**Standard 4:** Resources and Support Systems (4.3)	12/15/2015
IAQ-Assessment-Request-Form-2.pdf	**Standard 4:** Resources and Support Systems (4.3)	12/15/2015

4.2-MATERIALS-TEXTBOOKS-2015.pdf	**Standard 4:** Resources and Support Systems (4.2)	12/15/2015
Health-Inspection-cafe.pdf	**Standard 4:** Resources and Support Systems (4.3)	12/15/2015
MEDIA-CENTER-REPORT.pdf	**Standard 4:** Resources and Support Systems (4.4)	12/15/2015
COMPUTER-BASED-ASSESSMENT.pdf	**Standard 4:** Resources and Support Systems (4.5)	12/15/2015
SUPPORT-STAFF-STUDENT-SERVICES.pdf	**Standard 4:** Resources and Support Systems (4.6)	12/15/2015
HQ-TEACHERS-2015.pdf	**Standard 4:** Resources and Support Systems (4.1)	12/15/2015
Computer-Usage-for-Diagnostic-_-CAB.txt	**Standard 4:** Resources and Support Systems (4.4, 4.5)	12/15/2015
EMR-DRILL-PROCEDURES-2015.pdf	**Standard 4:** Resources and Support Systems (4.7)	12/15/2015
3151-SIP Plan 2014-2015.pdf	**Standard 4:** Resources and Support Systems (4.8)	9/28/2015
Evacuation.pdf	**Standard 4:** Resources and Support Systems (4.7)	9/28/2015
2-15-2015 Facilities Assessment.pdf	**Standard 4:** Resources and Support Systems (4.3)	9/28/2015
HQ-TEACHERS-2015.pdf	**Standard 4:** Resources and Support Systems (4.1)	12/15/2015
Copy-of-Pull-Out-Schedule2.pdf	**Standard 3:** Teaching and Assessing for Learning (3.4) **Standard 4:** Resources and Support Systems (4.1)	1/22/2016
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Health-Inspection-cafe.pdf		12/15/2015
IAQ-Assessment-Request-Form-2.pdf	**Standard 4:** Resources and Support Systems (4.3)	12/15/2015
IAQ-FINDINGS-2015.pdf	**Standard 4:** Resources and Support Systems (4.3)	12/15/2015
2-15-2015 Facilities Assessment.pdf	**Standard 4:** Resources and Support Systems (4.3)	9/28/2015
MEDIA-CENTER-REPORT.pdf	**Standard 4:** Resources and Support Systems (4.4)	12/15/2015
Computer-Usage-for-Diagnostic-_-CAB.txt	**Standard 4:** Resources and Support Systems (4.4, 4.5)	12/15/2015
Computer-Usage-for-Diagnostic-_-CAB.txt	**Standard 4:** Resources and Support Systems (4.4, 4.5)	12/15/2015
COMPUTER-BASED-ASSESSMENT.pdf	**Standard 4:** Resources and Support Systems (4.5)	12/15/2015
SUPPORT-STAFF-STUDENT-SERVICES.pdf	**Standard 4:** Resources and Support Systems (4.6)	12/15/2015
EMR-DRILL-PROCEDURES-2015.pdf	**Standard 4:** Resources and Support Systems (4.7)	12/15/2015
Evacuation.pdf	**Standard 4:** Resources and Support Systems (4.7)	9/28/2015
3151-SIP Plan 2014-2015.pdf	**Standard 4:** Resources and Support Systems (4.8)	9/28/2015
AP Expectations.pdf	**Standard 5:** Using Results for Continuous (5.3)	9/28/2015
SIP Plan.pdf	**Standard 5:** Using Results for Continuous (5.2)	9/28/2015
8-12-2014 Science Dept.pdf	**Standard 5:** Using Results for Continuous (5.4)	9/28/2015
9-10-2014 SAC Agenda and Minutes.pdf	**Standard 5:** Using Results for Continuous (5.5)	9/28/2015
Manning--FAIR-Student-directions.pdf	**Standard 5:** Using Results for Continuous (5.4)	12/15/2015
EXEMPTION-OF-MIDTERMS-2015.pdf	**Standard 5:** Using Results for Continuous (5.5)	12/14/2015
STUDENT-ASSESSMENT-1-_-2015.pdf	**Standard 5:** Using Results for Continuous (5.1)	12/15/2015
comparison-of-scores-SES-bands-PLC.pdf	**Standard 5:** Using Results for Continuous (5.2)	12/15/2015

Fwd_-A-Moment-of-Science-_-CAB.txt	**Standard 5:** Using Results for Continuous (5.4)	12/15/2015
8th-Grade-Science-PLC-CFA#2-Synopsis-2.pdf	**Standard 5:** Using Results for Continuous (5.3, 5.4)	12/15/2015
TEACHER-TRAINING-SCALES_RUBRICS.pdf	**Standard 5:** Using Results for Continuous (5.5)	12/15/2015
STUDENT-ASSESSMENT-1-_-2015.pdf	**Standard 5:** Using Results for Continuous (5.1)	12/15/2015
comparison-of-scores-SES-bands-PLC.pdf	**Standard 5:** Using Results for Continuous (5.2)	12/15/2015
SIP Plan.pdf	**Standard 5:** Using Results for Continuous (5.2)	9/28/2015
AP Expectations.pdf	**Standard 5:** Using Results for Continuous (5.3)	9/28/2015
8th-Grade-Science-PLC-CFA#2-Synopsis-2.pdf	**Standard 5:** Using Results for Continuous (5.3, 5.4)	12/15/2015
8th-Grade-Science-PLC-CFA#2-Synopsis-2.pdf	**Standard 5:** Using Results for Continuous (5.3, 5.4)	12/15/2015
Fwd_-A-Moment-of-Science-_-CAB.txt	**Standard 5:** Using Results for Continuous (5.4)	12/15/2015
8-12-2014 Science Dept.pdf	**Standard 5:** Using Results for Continuous (5.4)	9/28/2015
Manning--FAIR-Student-directions.pdf	**Standard 5:** Using Results for Continuous (5.4)	12/15/2015
9-10-2014 SAC Agenda and Minutes.pdf	**Standard 5:** Using Results for Continuous (5.5)	9/28/2015
EXEMPTION-OF-MIDTERMS-2015.pdf	**Standard 5:** Using Results for Continuous (5.5)	12/14/2015
TEACHER-TRAINING-SCALES_RUBRICS.pdf	**Standard 5:** Using Results for Continuous (5.5)	12/15/2015
3151_AccreditationPlan_10092015.pdf	**Standard 1:** Purpose and Direction (1.1) **Standards Training**	10/9/2015
AUG-2015-PLAN-DAY-ASSIST.pdf	**Standards Training**	12/16/2015
NOVEMBER-SAC-AGENDA-ASSIST.pdf	**Standards Training**	12/16/2015
AGENDA-Nov-2015--PTA.pdf	**Standards Training**	12/17/2015

SCHOOL ADVISORY COUNCIL (SAC)

Each school has a School (SAC) to facilitate the development and monitor progress of the annual School Improvement Plan. Agendas and minutes reflect annual needs assessment, SIP monitoring and allocation of Accountability Funds.

SAC UPLOAD CENTER

File Name	Meeting Month	Document Type	Uploaded Date
APlusDistributionFunds.pdf	December	A+ Funds	1/29/2016
12-9-2015SACMeeting.pdf	December	A+ Funds	1/29/2016
3151_minutes_12915.docx	December	A+ Funds	1/26/2016
3151_agenda_11316.docx	January	Monitored	1/26/2016
3151_agenda_12915.docx	December	Monitored	12/14/2015
3151_Minutes_110415.docx	November	Monitored	12/14/2015
3151_Minutes_101415.docx	October	Monitored	11/9/2015
3151_agenda_110415.doc	November	A+ Funds	11/9/2015
3151_Minutes_9915.docx	September	Monitored	10/16/2015
3151_BYLAWSTTMS_1516.docx	October	Monitored	10/16/2015
3151_AGENDA_101415.doc	October	Monitored	10/16/2015
SAC COMP REPORT TTMS_2015.pdf	October	ByLaws	10/12/2015
3151_Agenda_090915.docx	September	Monitored	9/13/2015

BEST PRACTICE #4

Scaling Up BEST Practices

CONTINUOUS IMPROVEMENT

School improvement is based on a continuous improvement model, using research-based accepted best practices, which align with student achievement needs, insure student progress, and may be revised when appropriate.

Band	Points Earned	Rank within SES Band	Points to Next School in SES Band	Points to Bridge Half the Gap to the Top of SES Band	Points to Reach Top of SES Band
8	639	33 of 54	2	63	125

GOALS

As evidenced in the SES Band Data, which content area(s) will be the focus for improving student achievement?

The areas that will be the focus for imporving student achievement are writing (with intensive practice through all subject areas) and science (with increased monitoring of common assessments and student progress).

With our large ELL population, a focus is being placed on exposure to ELA conventions and the monitoring of student progress.

What BEST Practice(s) will be scaled-up to improve teaching and learning in order to increase performance within the SES Band?

- Incerasing the use of common assessments
- Increasing the use of commpn language across the subject areas as it relates to writing
- Increasing the use of PLCs as it relates to examining data and student achievement
- Adjusting the PLC schedule to accomodate the variety of planning times and increase face to face time for teachers to collaborate best practices

Describe how the BEST Practice(s) will be scaled-up.

Through weekly PLCs and common planning time, ELA students will collaborate and share data-driven strategies. Reading teachers will practice writing short response answers to text-dependent questions while using the Achieve 3000 program. Teachers across the subject areas will also practice grammar, spelling, punctuation and writing short response sentences to questions in daily warm up actvities and through their curriculum. the Literacy Coach will provide writing strategies to content area teachers through PLCs. Students who scored on the "bubble" of Level 2 and 3 on 2015 FSA ELA will use the Heinneman Publications "Units of Study in Argument, Information, and Narrative Writing Middle School" program on a weekly basis through our TTMS Literacy Workshop.
Science teachers will buid on what was learned from last year's experience with instructional cycles in weekly PLC meetings and special meetings throughout the year. Science teachers are more familiar with the grade-level curriculum map, and making adjustments to their teacher and common assessment schedules. Science teachers will incorporate more critical thinking activities as they relate to hypotheses and testing. Science teachers will also utilize USA TestPrep to

Instructional Implications: Discuss the success of specific strategies/activities and provide a rationale as to why those academic improvements occurred as a result of those strategies.

Activities
Daily, repeated exposure to basic grammar rules as well as corrected spelling will assist in creating habits of academic excellence in writing.
Students will be making self-corrections in their inquiries through their variety of science instruction.
Expectations across the school have increased for correct spelling, grammar usage and punctuation.
Strategies
Daily Warm-ups
PLC Best Practice sharing
Data Driven results conversations

STRATEGIES & ACTIVITIES

Strategies	Persons responsible	Deadline	Professional Development	Budget
TTMS Literacy Workshop	Laurie Manning, Cedric Maddox	1/11/2016	n/a	$3,000.00
Copies for grade level and subject area PLCs concentrating on reading strategies and writing and science manuals/USA test prep materials/experiment lab sheets, etc.	Carol Nissen	6/5/2016	n/a	$500.00
TDA'S for teachers to observe experienced teachers to increase knowledge of best practices in goals/rubrics and common assessment.	Paul Micensky	5/24/2016	N/A	$2,000.00
Hire clerical part time ELL personnel	Paul Micensky	10/17/2015	N/A	$8,000.00
ELL strategies concentrating on ELA conventions through all subject areas.	Cedric Maddox and Laurie Manning	5/23/2016	Infusion of ELL strategies through PLC	$500.00