# **School Improvement Plan (SIP)**

School Name Tequesta Trace MS (3151) 2015 - 2016

School Grade (2014 - 2015) Α

## **BEST PRACTICE #1**

## A Focused and Authentic PLC

School Year

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	1st2nd3rd4th5th	9/1/2015 - 5/31/2016	12:45 PM - 1:40 PM	6
Math	Thursday	1st2nd3rd4th5th	9/1/2015 - 5/31/2016	1:50 PM - 2:40 PM	6
Math	Thursday	1st2nd3rd4th5th	9/1/2015 - 5/31/2016	8:10 AM - 9:00 AM	7, 8
Social Studies	Thursday	1st2nd3rd4th5th	9/1/2015 - 5/31/2016	8:10 AM - 9:00 PM	7, 8
Language Arts	Tuesday	1st2nd3rd4th5th	9/1/2015 - 5/31/2016	10:10 AM - 11:00 AM	8
Language Arts	Tuesday	1st2nd3rd4th5th	9/1/2015 - 5/31/2016	2:50 PM - 3:35 PM	7
Language Arts	Tuesday	1st2nd3rd4th	9/1/2015 - 5/31/2016	9:10 AM - 10:00 AM	6
ESE w/ Art and Electives	Tuesday	1st2nd3rd4th	9/1/2015 - 5/31/2016	8:10 AM - 9:00 AM	6, 7, 8
ESE with Guidance	Tuesday	1st2nd3rd4th	9/1/2015 - 5/31/2016	8:10 PM - 9:00 AM	6, 7, 8
Critical Thinking/Reading	Tuesday	1st2nd3rd4th5th	9/1/2015 - 5/31/2016	8:10 AM - 9:00 AM	6, 7, 8
6, 7, 8 Grade Science	Tuesday	1st2nd3rd4th5th	9/1/2015 - 5/31/2016	8:10 AM - 9:00 AM	6, 7, 8

- BEST Practice 1
- BEST Practice 2
  - Behavior Plan (Coming Soon)
  - Attendance Plan
- **BEST Practice 3**
- BEST Practice 4
  - Title I Plan

# **BEST PRACTICE #2**

An Embedded High Quality Rtl 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: 2014-2015 (Last updated: 12/3/2015)						
Grade	Student Enrollment		% of students with 1 or more suspensions	with course failure in ELA or	% 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

## Rtl 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 instrution.

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**

Standards and Indicators

File Name	Standards & Indicator	Upload Date
Tequesta-Trace-MS-Self-Assessment.pdf	Standard 1: Purpose and Direction (1.1)	12/3/2015
3151_AccreditationPlan_10092015.pdf	Standard 1: Purpose and Direction (1.1)	10/9/2015
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
1516Agenda-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
SUPPORT-STAFF-REPONSIBILITIES-2015_16.pdf	Standard 2: Governance and Leadership (2.3)	12/14/2015
AP-Expectations.pdf	Standard 2: Governance and Leadership (2.3)	12/14/2015
20152016-Faculty-Handbook.pdf	Standard 2: Governance and Leadership (2.4)	12/14/2015
BEHAVIOR-ASSEMBLY-20151.pdf	Standard 2: Governance and Leadership (2.5)	12/15/2015
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
Teacher Evaluation.pdf	Standard 2: Governance and	9/28/2015

	Leadership (2.6)	_
Melmood-syllabus-15-16.pdf	Standard 3: Teaching and Assessing for Learning (3.1)	12/15/2015
L_ARTS-WRITING-RUBRIC-2015.pdf	Standard 3: Teaching and Assessing for Learning (3.10)	12/14/2015
3151-Grading Policy-08272015.doc	Standard 3: Teaching and Assessing for Learning (3.10)	9/28/2015
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
201516-Cooper-Quarter-1-Lesson-Plan-Science-final- 2.pdf	Standard 3: Teaching and Assessing for Learning (3.2)	12/14/2015
Diez-assessment-2015.pdf	Standard 3: Teaching and Assessing for Learning (3.3)	12/14/2015
MrsBello-Quarter-1-Lesson-Plans-2015-2016-GEM-6-pds-2,3.pdf	Standard 3: Teaching and Assessing for Learning (3.4)	12/14/2015
2015Morning-Schedule.pdf	Standard 3: Teaching and Assessing for Learning (3.5)	12/15/2015
CROSS-CURRICULA-LESSONS.pdf	Standard 3: Teaching and Assessing for Learning (3.5)	12/15/2015
rubric-2015.pdf	Standard 3: Teaching and Assessing for Learning (3.6)	12/14/2015
NEW-TEACHERS-ORIENTATION-MEETINGS- 2015.pdf	Standard 3: Teaching and Assessing for Learning (3.7)	12/15/2015
COUGAR-CHALLENGE-FLYER-TTMS.pdf	Standard 3: Teaching and Assessing for Learning (3.8)	12/15/2015
TTMS-Volunteer-Breakfast-2015-Agenda.pdf	Standard 3: Teaching and Assessing for Learning (3.8)	12/14/2015

Behavior-Assembly-version2.pdf	Standard 3: Teaching and Assessing for Learning (3.9)	12/14/2015
HQ-TEACHERS-2015.pdf	Standard 4: Resources and Support Systems (4.1)	12/15/2015
4.2-MATERIALS-TEXTBOOKS-2015.pdf	Standard 4: Resources and Support Systems (4.2)	12/15/2015
IAQ-FINDINGS-2015.pdf	Standard 4: Resources and Support Systems (4.3)	12/15/2015
Health-Inspection-cafe.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
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-DiagnosticCAB.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
STUDENT-ASSESSMENT-12015.pdf	Standard 5: Using Results for	12/15/2015

	Continuous (5.1)	
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
FwdA-Moment-of-ScienceCAB.txt	Standard 5: Using Results for Continuous (5.4)	12/15/2015
ManningFAIR-Student-directions.pdf	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
TEACHER-TRAINING-SCALES_RUBRICS.pdf	Standard 5: Using Results for Continuous (5.5)	12/15/2015
EXEMPTION-OF-MIDTERMS-2015.pdf	Standard 5: Using Results for Continuous (5.5)	12/14/2015
9-10-2014 SAC Agenda and Minutes.pdf	Standard 5: Using Results for Continuous (5.5)	9/28/2015
StaffStandardsTrainingTequestaTrace.pdf	Standards Training	9/28/2015
SACStandardsTrainingTequestaTrace.pdf	Standards Training	9/28/2015
TTMS ACC STAKEHOLDER TRAINING PLAN.pdf	Standards Training	9/28/2015

## 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

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

#### 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 activities 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 build 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

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