

## Phase II

### Action Planning

### Consensus – Define – Implement

**Phase II will be developed and executed by the school as described below:**

#### **Phase II Development & Stakeholder Engagement**

***August 17 – August 28, 2020***

- *Provide Opening of Schools Development to share Phase I results and garner stakeholder feedback using the OOS Development Plan*
- *Develop School Culture and Academic Programs Implementation Steps*

*Schools will begin Phase II of the School Improvement Process with an Opening of Schools Professional Development led by the School Leadership Team (SLT). Topics such as Data and Systems Review Summary, the Sustained Essential Practice, Primary and Secondary Essential Practices, Priority Actions, and Outcome Statements will be discussed and examined with stakeholders. The SLT will purposefully engage stakeholders in providing reflective feedback on the creation and implementation of specific actions aimed at achieving improved School Culture and Academic Programs. The development of the School Culture and Academic Programs specific Implementation Steps will be completed by August 28, 2020.*

#### ***Implementation Steps Requirements:***

- *Align to the school's Outcome Statement, Essential Practices and Priority Actions*
- *Provide specific implementation dates*
- *Describe the specific action or activity that will take place*
- *Include the name(s) and position(s) of the person(s) responsible*
- *Specify what evidence would demonstrate the intended Implementation Step was achieved*
- *Describe the process that will be used to monitor each Implementation Step and the person(s) involved in monitoring*

#### **Quarter 1 Implementation**

***August 31 – October 16, 2020***

- *Participate with the School Leadership Team in a Region Review Process*
- *Meet with the EESAC to review and approve Phase I & II of the School Improvement Process*
- *Monitor the execution of Quarter 1 Implementation Steps to ensure a high degree of fidelity*
- *Conduct an Impact Review to gather qualitative data that will inform the Quarter 1 Systems Review*

*During Quarter 1 Implementation, schools will execute Quarter 1 Implementation Steps. The school leadership team will monitor, facilitate and assess the degree to which steps were executed based on collected evidence. Towards the conclusion of this stage, schools will conduct an internal impact review that will inform their Systems Review and Data Reflection.*

#### **Every Student Succeeds Act (ESSA) Data Incorporation**

- *In Phase II you will be asked to identify any subgroup(s) that fell below the 41% threshold according to the Federal Index (link below). If applicable, your school team will determine specific actions to target identified subgroup(s). As specified in the Every Student Succeeds Act (ESSA) the subgroup(s) are made up of: White, Black/African American, Hispanic, Asian, Native American, Multiracial, Pacific Islander, and Economically Disadvantaged students. In addition to the data provided on the SIP Dashboard, the school's entire ESSA Report Card may be viewed by using this link to the EduData site ([edudata.fl DOE.org](http://edudata.fl DOE.org)) in order to assist in the identification of those target subgroup(s).*
- [Federal Index and ESSA Support Categories](#)

*After analyzing the subgroup data, strategize how the **Priority Actions for the Primary Essential Practice (in Academic Programs only)** in the SIP will address the subgroup(s) of concern. Furthermore, in the first quarter Implementation Steps, include at least one Implementation Step aligned to the appropriate subgroup(s) that are being addressed.*

## **Quarter 1 Systems Review & Data Reflection**

### **October 19 – October 30, 2020**

- *Evaluate and reflect on the success of the Quarter 1 Implementation Steps through the Systems Review and Data Reflection*
- *Revise and/or develop School Culture and Academic Programs Quarter 2 Implementation Steps*

*After the Quarter 1 Implementation stage, schools will examine the success of the Implementation Steps and will have the opportunity to adjust/modify based on qualitative and quantitative data gathered during the Impact Review. SLTs will develop better informed and refined Implementation Steps to execute during Quarter 2 Implementation.*

## **Quarter 2 Implementation**

### **November 2 – December 18, 2020**

- *Monitor the execution of Quarter 2 Implementation Steps to ensure a high degree of fidelity*
- *Title I Schools will upload their 2020-2021 Title I – Parent and Family Engagement Plan (PFEP)*

*During Quarter 2 Implementation, schools will execute Quarter 2 Implementation Steps. The school leadership team will monitor, facilitate and assess the degree to which steps were executed based on collected evidence.*

## **SCHOOL CULTURE**

### **Quarter 1 Implementation**

(August 31 – October 16, 2020)

### **School Culture Outcome Statement**

If we successfully implement the sustained, primary and secondary essential practice of Leadership Visibility and Accessibility, Celebrate Successes, and Shared Vision/Mission school culture will improve.

### **Sustained Essential Practice**

Leadership Visibility and Accessibility

### Priority Actions for the Sustained Essential Practice

Administration will increase leadership visibility and accessibility through enhanced feedback and communication between faculty and administration to better address teacher and student concerns.

<b>Implementation Date(s)</b>	<b>Implementation Steps</b>	<b>Person(s) Responsible</b>  (First & last name, position)	<b>Expected Evidence</b>  (What evidence would demonstrate the Implementation Step was successfully executed?)	<b>Monitoring</b>  (How and Who?)
<b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16	Administration will recreate the walkthrough process by engaging teachers in the “digital look-fors” process and virtual walkthrough protocol.	Leadership Team, Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Walkthrough protocol will be shared with teachers and utilized during virtual and physical walkthroughs.	Principal Mayra DeLeon will ensure faithful implementation of virtual walkthrough protocol.
<b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16	Implement a weekly feedback log to inform teaches of recommendations resulting from virtual walkthroughs.	Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Feedback log will be shared with teachers to allow for immediate communication and next steps.	Principal Mayra DeLeon will ensure faithful implementation of virtual walkthrough feedback log.
<b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16	Leadership Team will meet with administration to present faculty recommendations to best foster a positive school culture during Distance Learning and following phases.	Leadership Team, Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal, and faculty	Leadership Team Meeting agendas will reflect teacher recommendations and administrative next steps.	Principal Mayra DeLeon will ensure faithful implementation of teacher recommendations.
<b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16	Leadership Team will facilitate Teacher Concern Hotline through digital platforms like Teams and WhatsApp.	Leadership Team, Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Leadership Team will manage Teacher Concern Hotline to offer solutions and support to staff.	Principal Mayra DeLeon will ensure faithful implementation of Teacher Concern Hotline.

### Primary Essential Practice

Celebrate Successes

### Priority Actions for the Primary Essential Practice

Administration will empower teachers and staff to foster and maximize student potential by creating protocols for honest communication, feedback, collaboration, and celebrations of progress and success.

<b>Implementation Date(s)</b>	<b>Implementation Steps</b>	<b>Person(s) Responsible</b>	<b>Expected Evidence</b>	<b>Monitoring</b>  (How and Who?)
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		(First & last name, position)	(What evidence would demonstrate the Implementation Step was successfully executed?)	
<b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16	Administration will post teacher and school successes on virtual "Shout Out Wall."	Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Virtual Shout Out Wall will be photographed and documented on school Social Media.	Principal Mayra DeLeon will monitor Shout Out Wall and school social media.
<b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16	Leadership Team will infuse faculty meetings with team-building activities that elicit shared laughter promote group bonding.	Leadership Team, Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Faculty meeting agenda and minutes will reflect opportunities for group bonding.	Principal Mayra DeLeon will ensure faithful implementation of team building activities.
<b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16	Administration will continue to recognize faculty members through the "Celebrating and Sharing" best practice, which celebrates a faculty member each month.	Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Celebrating and Sharing placards and faculty meeting agendas will reflect celebration of teachers.	Principal Mayra DeLeon will present Celebrating and Sharing placard at each faculty meeting.
<b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16	Leadership Team will publish a Friday Recap message including best practices and inspiration for teachers.	Leadership Team, Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Friday Recap message will be distributed by email to email for faculty to review best practices and inspirational messages.	Principal Mayra DeLeon will ensure faithful implementation of Friday Recap.

**Secondary Essential Practice**

Shared Vision/Mission

**Priority Actions for the Secondary Essential Practice**

Administration will strengthen teacher and stakeholder cooperation through technology, parent advocacy, community engagement and teacher-led initiatives.

<b>Implementation Date(s)</b>	<b>Implementation Steps</b>	<b>Person(s) Responsible</b>  (First & last name, position)	<b>Expected Evidence</b>  (What evidence would demonstrate the Implementation Step was successfully executed?)	<b>Monitoring</b>  (How and Who?)

<b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16	Administration will designate monthly Distributive Leadership Wednesdays to allow teachers an open forum to discuss and/or propose initiatives.	Leadership Team, Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Meeting agendas and minutes will reflect teacher input.	Principal Mayra DeLeon will consider and implement teacher recommendations and address concerns.
<b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16	Leadership Team will lead Professional Learning Communities to foster honest communication and feedback as well as effective collaboration.	Leadership Team, Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Professional Learning Communities meeting agendas and minutes will reflect teacher collaboration and communication.	Principal Mayra DeLeon will consider and implement teacher recommendations and address concerns.
<b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16	Leadership Team will utilize school social media platforms to promote school's shared vision.	Leadership Team, Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	School social media posts will reflect school's academic and extracurricular activities to promote shared vision.	Principal DeLeon will monitor school's social media platforms.
<b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16	Leadership Team will provide meaningful opportunities for community leaders and business partners to become involved in school initiatives.	Milagros Garrido, CIS; Mayra DeLeon, Principal; Terracish Boynton, Assistant Principal	CIS schedule and meeting agendas will reflect active parent engagement.	Principal Mayra DeLeon will encourage and promote parent outreach initiatives.

**ACADEMIC PROGRAMS**  
**Quarter 1 Implementation**  
(August 31 – October 16, 2020)

### Academic Programs Outcome Statement

If we successfully implement the sustained, primary and secondary essential practice of Differentiated Instruction, Technology Integration, and 21st Century Learning, student academic achievement will increase.

### Sustained Essential Practice

Differentiated Instruction

### Priority Actions for the Sustained Essential Practice

Administration will secure additional resources and support systems to enhance the use of differentiation and data analysis in the Distance Learning setting.

Implementation Date(s)	Implementation Steps	Person(s) Responsible	Expected Evidence	Monitoring
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		(First & last name, position)	(What evidence would demonstrate the Implementation Step was successfully executed?)	(How and Who?)
<b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16	Leadership Team will facilitate Professional Development focusing on virtual small group instruction during Distance Learning.	Leadership Team, Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Professional Development agenda and minutes will reflect small group Distance Learning best practices.	Principal Mayra DeLeon will monitor small group in instruction during virtual walkthroughs.
<b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16	Administration will secure hourly teacher funding to facilitate differentiated instruction.	Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Hourly teacher schedules, logs and attendance sheets will reflect participation in differentiated instruction.	Principal Mayra DeLeon will monitor small group in instruction during virtual walkthroughs.
<b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16	Teachers will utilize collaborative planning sessions to create instructional groups and plan for effective small group instruction.	Faculty members	Collaborative Planning session agendas and minutes will reflect small group instruction planning.	Principal Mayra DeLeon will monitor effective planning during Collaborative Planning sessions.
<b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16	Administration will facilitate curriculum support presentations by curriculum experts.	Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Collaborative Planning session agendas and minutes will reflect curriculum support presentations.	Principal Mayra DeLeon will monitor curriculum support presentations during Collaborative Planning sessions.

**Primary Essential Practice**

Technology Integration

**Priority Actions for the Primary Essential Practice**

Administration will provide opportunities for professional learning communities focusing on the SAMR model to build a deeper understanding of content and increase student achievement.

<b>Implementation Date(s)</b>	<b>Implementation Steps</b>	<b>Person(s) Responsible</b>  (First & last name, position)	<b>Expected Evidence</b>  (What evidence would demonstrate the Implementation Step was successfully executed?)	<b>Monitoring</b>  (How and Who?)
<b>Start:</b> Mon, Aug	Leadership Team will facilitate	Leadership	Professional	Principal Mayra

<p>31 <b>End:</b> Fri, Oct 16</p>	<p>Professional Development focusing on seamless technology integration during Distance Learning.</p>	<p>Team</p>	<p>Development agenda and minutes will reflect technology integration best practices.</p>	<p>DeLeon will monitor technology integration during virtual walkthroughs.</p>
<p><b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16</p>	<p>Leadership Team will facilitate Professional Development focusing on how to collaborate with students, teachers, and experts around the world using digital tools.</p>	<p>Leadership Team</p>	<p>Professional Development agenda and minutes will reflect technology integration best practices.</p>	<p>Principal Mayra DeLeon will monitor technology integration to enhance collaboration.</p>
<p><b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16</p>	<p>Leadership team will facilitate Professional Development focusing on student authentic products and student publishing and presenting their new knowledge in digital form.</p>	<p>Leadership Team</p>	<p>Professional Development agenda and minutes will reflect technology integration best practices.</p>	<p>Principal Mayra DeLeon will monitor technology integration to enhance digital student products.</p>
<p><b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16</p>	<p>Leadership team will facilitate Professional Development focusing on online research, virtual field trips, and webquests.</p>	<p>Leadership Team</p>	<p>Professional Development agenda and minutes will reflect technology integration best practices.</p>	<p>Principal Mayra DeLeon will monitor technology integration to enhance student academic culture.</p>

**ESSA Reflection**

To complete the following ESSA Reflection, refer to the Every Student Succeeds Act (ESSA) Data Incorporation section in the Phase II Introduction for additional information.

*If you have met expectations with all subgroup(s) input n/a in the next two fields.*

**Identify which of the ESSA subgroup(s) did not meet the 41% threshold according to the Federal Index (White, Black/African American, Hispanic, Asian, Native American, Multiracial, Pacific Islander, Economically Disadvantaged Students, Students with Disabilities, English Language Learners).**

N/A

**In the narrative below, be sure to detail how you will address the school-wide improvement priorities for these identified subgroup(s).**

N/A

Lastly, review the Implementation Steps for the Primary Essential Practice in Quarter 1 Implementation above, be sure to include at least one Implementation Step to address the subgroup(s) that fell below the 41% threshold per the Federal Index.

**Secondary Essential Practice**

## 21st Century Learning (4Cs: Creativity, Collaboration, Communication, and Critical thinking)

**Priority Actions for the Secondary Essential Practice**

Administration will provide opportunities for professional development and the sharing of best practices, with special focus to active digital engagement and seamless integration of technology in the learning process.

<b>Implementation Date(s)</b>	<b>Implementation Steps</b>	<b>Person(s) Responsible</b>  (First & last name, position)	<b>Expected Evidence</b>  (What evidence would demonstrate the Implementation Step was successfully executed?)	<b>Monitoring</b>  (How and Who?)
<b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16	Teachers will utilize digital tools to enhance student communication focusing on sharing thoughts, questions, ideas, and solutions.	Faculty members	Collaborative Planning session agendas and minutes will reflect communication best practices and implementation.	Principal Mayra DeLeon will monitor effective implementation of digital communication.
<b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16	Teachers will utilize digital tools to enhance student collaboration focusing on sharing best practices with colleagues to improve digital and blended learning experience.	Faculty members	Collaborative Planning session agendas and minutes will reflect collaboration best practices and implementation.	Principal Mayra DeLeon will monitor effective implementation of digital collaboration.
<b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16	Teachers will utilize digital tools to enhance student critical thinking.	Faculty members	Collaborative Planning session agendas and minutes will reflect critical thinking best practices and implementation.	Principal Mayra DeLeon will monitor effective implementation of critical thinking skills.
<b>Start:</b> Mon, Aug 31 <b>End:</b> Fri, Oct 16	Teachers will utilize digital tools to link learning across subjects and disciplines.	Faculty members	Collaborative Planning session agendas and minutes will reflect interdisciplinary learning best practices and implementation.	Principal Mayra DeLeon will monitor effective implementation of interdisciplinary learning.

**Parent Family Engagement Plan (PFEP)**

**SCHOOL CULTURE**  
**Quarter 2 Implementation**  
(November 2 – December 18, 2020)

**School Culture Outcome Statement**



If we successfully implement the sustained, primary and secondary essential practice of Leadership Visibility and Accessibility, Celebrate Successes, and Shared Vision/Mission school culture will improve.

### Sustained Essential Practice

Leadership Visibility and Accessibility

### Priority Actions for the Sustained Essential Practice

Administration will increase leadership visibility and accessibility through enhanced feedback and communication between faculty and administration to better address teacher and student concerns.

<b>Implementation Date(s)</b>	<b>Implementation Steps</b>	<b>Person(s) Responsible</b>  (First & last name, position)	<b>Expected Evidence</b>  (What evidence would demonstrate the Implementation Step was successfully executed?)	<b>Monitoring</b>  (How and Who?)
<b>Start:</b> Mon, Nov 2 <b>End:</b> Fri, Dec 18	Administration will recreate the walkthrough process by engaging teachers in the "digital look-fors" protocol for MSO and Schoolhouse.	Leadership Team, Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Walkthrough protocol will be shared with teachers and utilized during MSO and Schoolhouse walkthroughs.	Principal Mayra Deleon will ensure faithful implementation of MSO and Schoolhouse walkthroughs protocol.
<b>Start:</b> Mon, Nov 2 <b>End:</b> Fri, Dec 18	Administration will implement a feedback log to inform teachers of recommendations resulting from MSO and Schoolhouse walkthroughs.	Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Feedback log will be shared with teachers to allow for immediate communication and next steps.	Principal Mayra Deleon will ensure faithful implementation of MSO and Schoolhouse walkthrough feedback log.
<b>Start:</b> Mon, Nov 2 <b>End:</b> Fri, Dec 18	Leadership Team will meet with administration to present faculty recommendations for fostering a positive school culture for both MSO and Schoolhouse setting.	Grade Level Chairs, Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Leadership Team meeting agendas will reflect teacher recommendations and administrative next steps.	Principal Mayra Deleon will ensure faithful implementation of teacher recommendations.
	Leadership Team will maintain a "FAQ" channel via Microsoft Teams to support teachers concerns.	Terracish Boynton, Assistant Principal and Eleanor Naylor	Microsoft Team Channel and Feedback stored in the Microsoft Team Channel.	Principal Mayra Deleon will ensure the Microsoft Team channel is implemented and teacher concerns are addressed.

### Primary Essential Practice

## Celebrate Successes

**Priority Actions for the Primary Essential Practice**

Administration will empower teachers and staff to foster and maximize student potential by creating protocols for honest communication, feedback, collaboration, and celebrations of progress and success.

<b>Implementation Date(s)</b>	<b>Implementation Steps</b>	<b>Person(s) Responsible</b>  (First & last name, position)	<b>Expected Evidence</b>  (What evidence would demonstrate the Implementation Step was successfully executed?)	<b>Monitoring</b>  (How and Who?)
<b>Start:</b> Mon, Nov 2 <b>End:</b> Fri, Dec 18	Administration will post teacher and school successes on "Shout Out Wall."	Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	"Shout Out Wall" will be photographed and documented on school social media platforms.	Principal Mayra DeLeon will monitor "Shout Out Wall" and school social media platforms.
<b>Start:</b> Mon, Nov 2 <b>End:</b> Fri, Dec 18	Leadership Team will infuse faculty meetings with team building activities that elicit shared laughter to promote group bonding.	Leadership Team, Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Faculty meeting agenda and minutes will reflect opportunities for group bonding.	Principal Mayra DeLeon will ensure faithful implementation of team building activities.
<b>Start:</b> Mon, Nov 2 <b>End:</b> Fri, Dec 18	Administration will continue to recognize faculty members through the "Celebrating and Sharing" best practice, which celebrates a faculty member each month.	Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	"Celebrating and Sharing" placards and faculty meeting agendas will reflect celebration of teachers.	Principal Mayra DeLeon will present "Celebrating and Sharing" placard at each faculty meeting.
<b>Start:</b> Mon, Nov 2 <b>End:</b> Fri, Dec 18	Leadership Team will publish a Monthly Recap message including best practices and inspiration for teachers.	Leadership Team, Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Monthly Recap message will be distributed by email for faculty to review best practices and inspirational messages.	Principal Mayra DeLeon will ensure faithful implementation of Monthly Recap.

**Secondary Essential Practice**

Shared Vision/Mission

**Priority Actions for the Secondary Essential Practice**

Administration will strengthen teacher and stakeholder cooperation through technology, parent advocacy, community engagement and teacher-led initiatives.

Person(s)	Expected Evidence	Monitoring

<b>Implementation Date(s)</b>	<b>Implementation Steps</b>	<b>Responsible</b>  (First & last name, position)	(What evidence would demonstrate the Implementation Step was successfully executed?)	(How and Who?)
<b>Start:</b> Mon, Nov 2 <b>End:</b> Fri, Dec 18	Administration will designate monthly Distributive Leadership Wednesdays to allow teachers an open forum to discuss and/or propose initiatives.	Leadership Team, Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Meeting agendas and minutes will reflect teacher input.	Principal Mayra DeLeon will consider and implement teacher recommendations and address concerns.
<b>Start:</b> Mon, Nov 2 <b>End:</b> Wed, Nov 18	Leadership Team will lead Professional Learning Communities to foster honest communication and feedback as well as effective collaboration.	Leadership Team, Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Professional Learning Communities meeting agendas and minutes will reflect teacher collaboration and communication.	Principal Mayra DeLeon will consider and implement teacher recommendations and address concerns.
<b>Start:</b> Mon, Nov 2 <b>End:</b> Wed, Nov 18	Leadership Team will continue utilizing school social media platforms to promote the school's shared vision.	Leadership Team, Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	School social media posts will reflect school's academic and extracurricular activities to promote shared vision.	Principal DeLeon will monitor school's social media platforms.
<b>Start:</b> Mon, Nov 2 <b>End:</b> Fri, Dec 18	Leadership Team will continue providing meaningful opportunities for community leaders and business partners to become involved in school initiatives.	Milagros Garrido, CIS, Mayra DeLeon, Principal, Terracish Boynton, Assistant Principal	CIS schedule and meeting agendas will reflect active parent engagement. EESAC Meeting agendas.	Principal Mayra DeLeon will encourage and promote parent outreach initiatives.

**ACADEMIC PROGRAMS**  
**Quarter 2 Implementation**  
(November 2 – December 18, 2020)

### Academic Programs Outcome Statement

If we successfully implement the sustained, primary and secondary essential practice of Differentiated Instruction, Technology Integration, and 21st Century Learning, student academic achievement will increase.

### Sustained Essential Practice

Differentiated Instruction

### Priority Actions for the Sustained Essential Practice

Administration will secure additional resources and support systems to enhance the use of differentiation and data analysis in the Distance Learning setting.

<b>Implementation Date(s)</b>	<b>Implementation Steps</b>	<b>Person(s) Responsible</b>  (First & last name, position)	<b>Expected Evidence</b>  (What evidence would demonstrate the Implementation Step was successfully executed?)	<b>Monitoring</b>  (How and Who?)
<b>Start:</b> Mon, Nov 2 <b>End:</b> Fri, Dec 18	Leadership Team will facilitate Professional Development focusing on small group instruction for MSO and Schoolhouse setting.	Leadership Team, Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Professional Development agenda and minutes will reflect small group MSO and Schoolhouse best practices.	Principal Mayra DeLeon will monitor small group instruction during MSO and Schoolhouse walkthroughs.
<b>Start:</b> Mon, Nov 2 <b>End:</b> Fri, Dec 18	Administration will secure hourly teacher funding to facilitate differentiated instruction.	Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Hourly teacher schedules, logs and attendance sheets will reflect participation in differentiated instruction.	Principal Mayra DeLeon will monitor small group instruction during MSO and Schoolhouse walkthroughs.
<b>Start:</b> Mon, Nov 2 <b>End:</b> Fri, Dec 18	Teachers will utilize collaborative planning sessions to create instructional groups and plan for effective small group instruction.	Mayra DeLeon, Principal, Terracish Boynton, Assistant Principal and Teachers	Collaborative planning session agendas and minutes will reflect small group instruction planning.	Principal Mayra DeLeon will monitor effective planning during collaborative planning sessions.
<b>Start:</b> Mon, Nov 2 <b>End:</b> Fri, Dec 18	Administration will facilitate curriculum support presentations by curriculum experts.	Mayra DeLeon, Principal and Terracish Boynton, Assistant Principal	Collaborative planning session agendas and minutes will reflect curriculum support presentations.	Principal Mayra DeLeon will monitor curriculum support presentations during collaborative planning sessions.

### Primary Essential Practice

Technology Integration

### Priority Actions for the Primary Essential Practice

Administration will provide opportunities for professional learning communities focusing on the SAMR model to build a deeper understanding of content and increase student achievement.

<b>Implementation Date(s)</b>	<b>Implementation Steps</b>	<b>Person(s) Responsible</b>  (First & last name, position)	<b>Expected Evidence</b>  (What evidence would demonstrate	<b>Monitoring</b>  (How and Who?)
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			the Implementation Step was successfully executed?)	
<b>Start:</b> Mon, Nov 2 <b>End:</b> Fri, Dec 18	Leadership Team will facilitate Professional Development focusing on seamless technology integration for MSO and Schoolhouse setting.	Mayra DeLeon, Principal, Terracish Boynton, Assistant Principal and Leadership Team	Professional Development agenda and minutes will reflect technology integration best practices.	Principal Mayra DeLeon will monitor technology integration during MSO and Schoolhouse walkthroughs.
<b>Start:</b> Mon, Nov 2 <b>End:</b> Fri, Dec 18	Leadership Team will facilitate Professional Development focusing on how to collaborate with students, teachers, and experts around the world using digital tools.	Mayra DeLeon, Principal, Terracish Boynton, Assistant Principal and Leadership Team	Professional Development agenda and minutes will reflect technology integration best practices.	Principal Mayra DeLeon will monitor technology integration to enhance collaboration.
<b>Start:</b> Mon, Nov 2 <b>End:</b> Fri, Dec 18	Leadership Team will facilitate Professional Development focusing authentic student products and student digital publications.	Mayra DeLeon, Principal, Terracish Boynton, Assistant Principal and Leadership Team	Professional Development agenda and minutes will reflect technology integration best practices.	Principal Mayra DeLeon will monitor technology integration to enhance digital student products.
<b>Start:</b> Mon, Nov 2 <b>End:</b> Fri, Dec 18	Leadership Team will facilitate Professional Development focusing on online research, virtual field trips, and webquests.	Mayra DeLeon, Principal, Terracish Boynton, Assistant Principal and Leadership Team	Professional Development agenda and minutes will reflect technology integration best practices.	Principal Mayra DeLeon will monitor technology integration to enhance student academic culture.

**Secondary Essential Practice**

21st Century Learning (4Cs: Creativity, Collaboration, Communication, and Critical thinking)

**Priority Actions for the Secondary Essential Practice**

Administration will provide opportunities for professional development and the sharing of best practices, with special focus to active digital engagement and seamless integration of technology in the learning process.

<b>Implementation Date(s)</b>	<b>Implementation Steps</b>	<b>Person(s) Responsible</b>  (First & last name, position)	<b>Expected Evidence</b>  (What evidence would demonstrate the Implementation Step was successfully executed?)	<b>Monitoring</b>  (How and Who?)
<b>Start:</b> Mon, Nov	Teachers will utilize digital tools	Mayra	Collaborative planning	Principal Mayra

2 <b>End:</b> Fri, Dec 18	to enhance student communication focusing on sharing thoughts, questions, ideas, and solutions.	DeLeon, Principal, Terracish Boynton, Assistant Principal and Teachers	session agendas and minutes will reflect communication best practices and implementation.	DeLeon will monitor effective implementation of digital communication.
<b>Start:</b> Mon, Nov 2 <b>End:</b> Fri, Dec 18	Teachers will utilize digital tools to enhance student collaboration focusing on sharing best practices with colleagues to improve digital and blended learning experience.	Mayra DeLeon, Principal, Terracish Boynton, Assistant Principal and Teachers	Collaborative planning session agendas and minutes will reflect collaboration best practices and implementation.	Principal Mayra DeLeon will monitor effective implementation of digital collaboration.
<b>Start:</b> Mon, Nov 2 <b>End:</b> Fri, Dec 18	Teachers will utilize digital tools to enhance student critical thinking.	Mayra DeLeon, Principal, Terracish Boynton, Assistant Principal and Teachers	Collaborative planning session agendas and minutes will reflect critical thinking best practices and implementation.	Principal Mayra DeLeon will monitor effective implementation of critical thinking skills.
<b>Start:</b> Mon, Nov 2 <b>End:</b> Fri, Dec 18	Teachers will utilize digital tools to link learning across subjects and disciplines.	Mayra DeLeon, Principal, Terracish Boynton, Assistant Principal and Teachers	Collaborative planning session agendas and minutes will reflect interdisciplinary learning best practices and implementation.	Principal Mayra DeLeon will monitor effective implementation of interdisciplinary learning.

### MDCPS Levels of Support for Addressing Learning Loss

To complete the MDCPS Levels of Support for Addressing Learning Loss section, refer to the 2020-2021 MDCPS Continuous Learning Plan: A Plan to Mitigate Loss of Learning Due to COVID-19. Please address Levels 1, 2 and 3 by responding to the specific questions below.

#### **Level 1: Accelerating Student Learning- Describe the steps the school is taking to ensure high-quality grade level instruction is being provided to all students both Schoolhouse and My School Online (MSO).**

Elementary school master schedule guidelines were followed to properly place students in grade level courses and interventions. The master schedule also includes weekly collaborative planning; during collaborative planning sessions, teachers will meet to prioritize the most critical skills and knowledge for each subject and grade level and adjust the Pacing Guides accordingly. Teachers will also share best practices and analyze data to drive instruction and ensure grade level standards are being addressed effectively. Teachers will utilize topic assessments and biweekly assessment data in math, reading and science, to develop targeted student groups and re-teach lowest standards through meaningful small group instruction. Teachers will continue integrating technology and online resources to enhance their instruction for both MSO and Schoolhouse students.

#### **Level 2: Assessing and Addressing Student Learning Gaps- Describe the steps the school is taking to provide targeted interventions to tier 2/3 students in addition to support and services during the school day that are above and beyond Tier 1 instruction.**

Diagnostic and/or baseline assessments including i-Ready diagnostics (AP1, AP2, AP3), district-developed interim assessments and topic assessments will be used to identify students' strengths and weaknesses. Decision-making tools such as the ESE Learning Loss Index, the ELL Learning Loss Index, MTSS Flowchart, i-Ready Implementation Guide, and Reading Placement Decision Trees will be used to determine Tiered instruction and services for students. Based on i-Ready AP1 data, Tier 2 and 3 students have been identified for both reading and math. Hourly teachers and Interventionists will service MSO and Schoolhouse students who have been identified as Tier 2, by providing 30 minutes of daily reading intervention and reading endorsed or certified teachers will provide 60 minutes of weekly reading intervention to Tier 3 MSO and Schoolhouse students. Standards-based lessons and computer-assisted learning software (i.e. i-Ready, Math Nation, Khan Academy, etc.) will be used for differentiated small-group instruction or individualized instruction. Assessing of students will continue using formative assessment tools (i.e., Topic Assessments, Mini-Benchmark Assessments, i-Ready Growth Monitoring, etc.) to further inform instruction and/or remediation. The Leadership Team will monitor the data from these assessments to make instructional adjustments, if necessary, to ensure academic success.

**Level 3: Providing Extended Learning Opportunities- Describe the steps the school is taking to offer students opportunities to participate in extended learning opportunities that are inclusive of Saturday Academy, Winter Break Academy, Spring Break Academy, and before and after school tutoring programs.**

In an effort to mitigate learning loss resulting from the pandemic, especially among students from low-income households who may not have the additional resources to supplement the learning that happens during the school day and may have been negatively impacted by the school closures, Seminole Elementary School will offer students in grades K-5 opportunities to participate in extended learning opportunities that are inclusive of Saturday Academy and After School Tutoring, both virtual and face-to face modalities. Multiple qualitative and quantitative data points will be used to target students' learning losses and deficiencies, prerequisite skills, and grade level content with laser-like foci and intentionality. Seminole Elementary School has also made it a priority to ensure ESE and ELL students levels 1-4 will attend tutoring sessions and Saturday Academy using Title III funds.