

Representative:
 District: Polk
 School: Elbert Elementary
 Date: 8/31/09

**09-10 Differentiated Accountability Requirements
 Prevent I School Checklist**

School Improvement Planning					
DA Requirements	Evidence of Compliance	Status	Strategies to Attain Compliance	Person Responsible	Expected Date of Completion
In conjunction with district-based leadership teams, the School Advisory Council assists in the development of the School Improvement Plan, and the leadership team implements the School Improvement Plan. *	Documentation of Leadership Team Meetings and SAC Meetings where SIP is reviewed and addressed.	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> Partial Compliance <input type="checkbox"/> Non-Compliance	Weekly Leadership Team Meetings SAC Meetings	Principal	Ongoing Throughout the Year
* Non-Title I A, B, or C schools may receive a waiver from FLDOE if the district/school can demonstrate that the existing template provides strategies for subgroups that did not meet AYP in the area of data analysis, Rtl, and increasing student achievement. Note that <u>all</u> schools must comply with Florida Statutes regarding SIP components including: postsecondary readiness, dropout prevention and academic intervention, and professional development as stated in Sections 1008.37(4), 1003.53(2)(b), 1003.413, and 1001.42(18), F.S.					
School Advisory Council reviews school performance data, determines causes of low performance, and advises the school on its School Improvement Plan.	SAC Minutes	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> Partial Compliance <input type="checkbox"/> Non-Compliance	Weekly Leadership Team Meetings SAC Meetings	Principal	Ongoing Throughout the Year
School completes mid-year report to analyze progress and identify strategies for student intervention from the baseline to mid-year assessment.	Completion of Reports On Website bsi.org	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> Partial Compliance <input type="checkbox"/> Non-Compliance	Weekly Leadership Team Meetings SAC Meetings	Principal, Assistant Principal, Title I Program Facilitator	Ongoing Throughout the Year
* Non-Title I A, B, and C schools are required to complete the report only for students not making AYP.					

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Educator Quality					
DA Requirements	Evidence of Compliance	Status	Strategies to Attain Compliance	Person Responsible	Expected Date of Completion
Teachers assigned to subgroups not making AYP are highly qualified and certified in-field. *	Certification Report	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> Partial Compliance <input type="checkbox"/> Non-Compliance	Comply with District Hiring Procedures	Principal	August, 2009
All paraprofessionals are highly qualified. *	Certification Report	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> Partial Compliance <input type="checkbox"/> Non-Compliance	Comply with District Hiring Procedures	Principal	August, 2009
* By the 2011-2012 school year, non-Title I schools are required to have highly-qualified teachers and paraprofessionals, as defined by No Child Left behind (NCLB), who instruct students who did not make AYP.					
Reading coaches must maintain a daily log of activities on the Progress Monitoring and Reporting Network (PMRN) and the school and district leadership teams must monitor these logs.	Lesson Plan Book and PMRN Coaches' Log	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> Partial Compliance <input type="checkbox"/> Non-Compliance	Updates at Weekly Leadership Team Meetings	Reading AIF and Principal	Ongoing

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Professional Development					
DA Requirements	Evidence of Compliance	Status	Strategies to Attain Compliance	Person Responsible	Expected Date of Completion
School ensures Individual Professional Development Plans (IPDPs) for teachers of targeted subgroups include PD targeting the needs of subgroups not making AYP.	Teacher Completion of IPDP Targets	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> Partial Compliance <input type="checkbox"/> Non-Compliance	Grade Level Meetings and Individual Target Setting Meetings with Administration	Principal	Ongoing

Curriculum Aligned and Paced					
DA Requirements	Evidence of Compliance	Status	Strategies to Attain Compliance	Person Responsible	Expected Date of Completion
School identifies and implements state-adopted materials. *	Inventory of Instructional Materials	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> Partial Compliance <input type="checkbox"/> Non-Compliance	Use PURE Process for Purchase of Instructional Materials	Principal & Assistant Principal	Ongoing
* As a result of SB 1676, the requirement that purchases of instructional materials be made within the first two years of the 2008-2009 adoption cycle is waived for Prevent I, Prevent II, and Correct I schools. This includes instructional materials for language arts, literature, and ESOL.					
School ensures students are properly placed in rigorous coursework.	Student score increases on ongoing assessments	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> Partial Compliance <input type="checkbox"/> Non-Compliance	Monitor Lesson Plans and Observations during Classroom Walk-Throughs	Classroom Teachers, Principal, Asst. Principal	Ongoing
School implements district K-12 Reading Plan with fidelity.	Reading Lesson Plans	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> Partial Compliance <input type="checkbox"/> Non-Compliance	Updates and Adjustments during Grade Level Meetings	Classroom Teachers, Principal, Asst. Principal	Ongoing

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Florida's Continuous Improvement Model					
DA Requirements	Evidence of Compliance	Status	Strategies to Attain Compliance	Person Responsible	Expected Date of Completion
School plans for the implementation of Florida's Response to Instruction/Intervention model as defined by the Statewide RtI Implementation Plan.	Participation as one of the state pilot schools for RtI, Training Dates, and other documents and surveys completed as a team	<input type="checkbox"/> Compliance <input checked="" type="checkbox"/> Partial Compliance <input type="checkbox"/> Non-Compliance	Continue with our PS/RtI Pilot School status and training schedule Continue and expand the role of the team on campus to implement PS/RtI	Principal, District Coach, Assistant Principal, School Psychologist, Guidance Counselor, RtI Team	Ongoing
School implements Florida's Continuous Improvement Model (FCIM). (FCIM implemented with subgroups not making AYP)	FCIM is implemented through the Plan-Do-Check-Act Cycle and coordinated with PS/RtI	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> Partial Compliance <input type="checkbox"/> Non-Compliance	PLCs, vertical team meetings, regular data analysis work sessions, continuous status check on the Plan-Do-Check-Act Cycle.	Principal, RtI Team, and Leadership Team	Ongoing
School administers screening, diagnostics, and provides remediation, acceleration, and enrichment.	FAIR, Math, Writing and Science Ongoing Assessments, LFS Lesson Plans	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> Partial Compliance <input type="checkbox"/> Non-Compliance	LFS ongoing professional development and unit planning, PLCs and Data Studies	Principal and Leadership Team will monitor compliance	At least 3 times annually following screening and diagnostic assessments
Data chats are conducted between district administration and school administration; school administration and teachers; and teachers and students following	Agendas from all meetings – district and school level, FCAT Chat Data Sheets	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> Partial Compliance <input type="checkbox"/> Non-Compliance	FCIM Implementation and periodic "FCAT Chats" with students	Principal and Leadership Team	At least 3 times annually

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baseline, mini-, and mid-year assessments.					
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Monitoring Process and Plans					
DA Requirements	Evidence of Compliance	Status	Strategies to Attain Compliance	Person Responsible	Expected Date of Completion
School Advisory Council receives quarterly updates on the implementation of the School Improvement Plans and makes necessary updates.	SAC Agenda and SAC Meeting Minutes	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> Partial Compliance <input type="checkbox"/> Non-Compliance	Quarterly SIP updates with SAC	Principal	May, 2010
School leadership team monitors fidelity of implementation of the School Improvement Plan.	Leadership Team Agenda and Action Plan	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> Partial Compliance <input type="checkbox"/> Non-Compliance	Weekly Leadership Team Meetings	Principal and Assistant Principal	May, 2010
School participates in a comprehensive instructional monitoring process.	Classroom Walk-Through Documents, Inspection of Lesson Plans	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> Partial Compliance <input type="checkbox"/> Non-Compliance	Follow up during leadership team meetings and monthly senior director meetings	Principal and Leadership Team	June, 2010
School reports prescribed reading progress monitoring three times per year using the Progress Monitoring and Reporting Network (PMRN).	FAIR data and reports accessed through PMRN	<input checked="" type="checkbox"/> Compliance <input type="checkbox"/> Partial Compliance <input type="checkbox"/> Non-Compliance	PLCs with teachers and leadership team to monitor progress	Principal, Reading Academic Instructional Facilitator	June, 2010