

Phase II



SCHOOL IMPROVEMENT PROCESS 2018 - 2019

MAKING HISTORY
BY
DESIGNING OUR FUTURE

School Location # -2361

Name of School - HIALEAH ELEMENTARY

undefined

Phase II

Action Planning

Consensus – Define – Implement

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

Phase II Development & Stakeholder Engagement

August 16 – August 31, 2018

- *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*
- *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*
- *Title I Schools will upload their 2018-19 Title I – Parent and Family Engagement Plan (PFEP)*

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 31, 2018.

Implementation Steps Requirements:

- *Align to the school's Outcome Statement, Essential Practices and Priority Actions*
- *Provide specific implementation dates*

Phase II

- 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

September 4 – October 19, 2018

- Monitor the execution of Quarter 1 Implementation Steps to ensure a high degree of fidelity
- Conduct an Instructional 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 instructional review that will inform their Systems Review and Data Reflection.

Quarter 1 Systems Review & Data Reflection

October 22 – November 2, 2018

- 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 data gather during the Instructional Review and quantitative data provided via an End-of-Quarter Data Map. SLTs will develop better informed and refined Implementation Steps to execute during Quarter 2 Implementation.

Phase II

Quarter 2 Implementation**November 5 – December 21, 2018**

- *Monitor the execution of Quarter 2 Implementation Steps to ensure a high degree of fidelity.*

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
 (September 4 – October 19, 2018)

School Culture Outcome Statement

If we recognize the students, teachers and staff, then the morale of the school will continue to increase.

Sustained Essential Practice

School Spirit and Pride

Priority Actions for the Sustained Essential Practice

Empowering teachers will allow them to have a voice in decision making.

Implementation Date(s)	Implementation Steps	Person(s) Responsible (First & last name, position)	Expected Evidence (What evidence would demonstrate the Implementation Step was successfully executed?)	Monitoring (How and Who?)
Start: Tue, Sept 4 End: Fri, Oct 19	The Math Coach recognizes colleagues who have 100% perfect attendance every nine weeks during morning announcements.	Jackie Ortiz, Secretary Treasurer Miriam Rijo, Math Coach	As a result of quarterly recognition of teacher and staff with perfect attendance, perfect attendance will be maintained, as	Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal will monitor Absentee logs and recognize

			evidenced by payroll sheets.	staff with 100% perfect attendance on a monthly basis.
<p>Start: Tue, Sept 4</p> <p>End: Fri, Oct 19</p>	The PTA Board which consists of all teachers and three parents recognize staff birthdays every month at faculty meetings.	PTA Board	During monthly Faculty Meetings staff birthdays are celebrated evidenced by Team Building agenda item.	Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal will ensure that Team Building activities are conducted faculty meeting dates
<p>Start: Tue, Sept 4</p> <p>End: Fri, Oct 19</p>	Teachers & Staff designed and decided to wear a School Spirit T-Shirt to wear on the First day of School and every Monday thereafter, giving them a sense of unification and belonging.	Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal	Teacher show their sense of unification and belonging as evidenced by them designing and continuously wearing the School Spirit Shirt on Mondays.	Mrs. Rosa B. Iglesias, Principal and Mrs. Madelyn Fernandez, Assistant Principal will monitor this school pride and spirit during morning arrival.
<p>Start: Tue, Sept 4</p> <p>End: Fri, Oct 19</p>	Following the UM turnover chain, Staff will nominate colleagues who will receive the Pirates Quora for that month to teachers who demonstrated exemplary school pride and spirit.	Quora Committee Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal	This will be evidenced by the Quora Committee Membership and Faculty Meeting Agenda Item under Tiger Spirit Team Building, by utilizing "Tiger Spirit" nomination form.	Staff of the Quora committee will review nominations and present final candidates during faculty meeting.

Primary Essential Practice

Rewards/Incentives

Priority Actions for the Primary Essential Practice

Staff will be recognized for a number of school-wide initiatives done in an exemplary manner individually and by grade level during morning announcements as well as, monthly faculty meetings.

Implementation Date(s)	Implementation Steps		Monitoring (How and Who?)

Phase II

		Person(s) Responsible (First & last name, position)	Expected Evidence (What evidence would demonstrate the Implementation Step was successfully executed?)	
Start: Tue, Sept 4 End: Fri, Oct 19	Teachers who's class has perfect attendance before and after a holiday will be recognized on morning announcements with special pirate prizes from the treasure chest.	Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal Mrs. Rijo, Math Coach	As a result of the implementation of rewards and incentives the attendance bulletin will show an Increase of student attendance before and after a holiday.	Mrs. Rosa B. Iglesias, and Principal Mrs. Madelyn Fernandez, Assistant Principal will utilize the attendance bulletin to monitor student attendance.
Start: Tue, Sept 4 End: Fri, Oct 19	Teachers who volunteer in after hour school activities will be recognized during morning announcements and receive rewards/incentives during monthly faculty meetings.	Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal	As a result of the implementation and recognition of rewards and incentives teachers will continue to provide support to the overall school goals as evidenced by committee memberships and PTA activities and after school programs.	Mrs. Rosa B. Iglesias, Principal and Mrs. Madelyn Fernandez, Assistant Principal will monitor exemplary participation in after school programs through sign in sheets and committee membership rosters.
Start: Tue, Sept 4 End: Fri, Oct 19	Teachers will be provided an opportunity to attend Impact II workshops to enable them to write mini grants for school project that would enhance student achievement.	Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal	Registration will be paid for a teacher per grade level that shows interest to attend and write an adapter mini grant.	Mrs. Rosa B. Iglesias, Principal and Mrs. Madelyn Fernandez, Assistant Principal will sign off on the mini grants that will be submitted.
Start: Tue, Sept 4 End: Fri, Oct 19	Teachers will be nominated for the City of Hialeah EMI Awards.	Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn	Hialeah Elementary will be submitting nomination packets to the City of Hialeah.	Mrs. Rosa B. Iglesias, Principal and Mrs. Madelyn Fernandez,

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		Fernandez, Assistant Principal	Assistant Principal will select the teachers nominated. They will read, review and submit packet.
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Secondary Essential Practice

Rewards/Incentives

Priority Actions for the Secondary Essential Practice

The PTA will provide monthly ice-cream parties for the students with 100 percent attendance.

Implementation Date(s)	Implementation Steps	Person(s) Responsible (First & last name, position)	Expected Evidence (What evidence would demonstrate the Implementation Step was successfully executed?)	Monitoring (How and Who?)
Start: Tue, Sept 4 End: Fri, Oct 19	Recognize students who have 100 percent attendance every nine weeks by grade level during the awards assemblies.	Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal	As a result of the quarterly perfect attendance awards, students are motivated to attend school everyday.	Mrs. Rosa B. Iglesias, Principal and Mrs. Madelyn Fernandez, Assistant Principal will monitor the attendance bulletins every nine weeks.
Start: Tue, Sept 4 End: Fri, Oct 19	Conferences for selected students will be set up by the CIS and Guidance Counselor to promote attendance.	Ms. Emma Webb, CIS Marina Suarez, Guidance Counselor	As a result of positive reinforcement provided during the conferences, an increase of student attendance will be demonstrated by students who were truant in the past.	Ms. Emma Webb, CIS and Marina Suarez, Guidance Counselor will monitor through review of daily attendance bulletin.
Start: Tue, Sept 4 End: Fri, Oct 19	Teachers nominate students to receive special recognition at the quarterly awards assemblies for demonstrating	Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez,	As a result of this initiative and PTA incentives, more students demonstrate leadership and good citizenship.	Mrs. Rosa B. Iglesias, Principal and Mrs. Madelyn Fernandez, Assistant Principal will review

	leadership and or good citizenship.	Assistant Principal		student nominations submitted by the teachers.
Start: Tue, Sept 4 End: Fri, Oct 19	Teachers nominate students in accordance to the value of the month to be displayed on the school counselor's recognition board	Mrs. Marina Suarez, Guidance Counselor	As a result of this initiative, more students demonstrate good character.	Mrs. Marina Suarez, Guidance will provide nomination forms to teachers and will post submitted nominations.

ACADEMIC PROGRAMS
Quarter 1 Implementation
(September 4 – October 19, 2018)

Academic Programs Outcome Statement

If we continue to utilize data driven instruction, then this will reflect an increase in student achievement across all academic areas.

Sustained Essential Practice

Data-Driven Instruction

Priority Actions for the Sustained Essential Practice

The continuous use of the FCIM Model will insure that the practice of Data-Driven Instruction that promotes high achievement is sustained for the 2018 - 2019 school year.

Implementation Date(s)	Implementation Steps	Person(s) Responsible (First & last name, position)	Expected Evidence (What evidence would demonstrate the Implementation Step was successfully executed?)	Monitoring (How and Who?)
Start: Tue, Sept 4 End: Fri, Oct 19	During FCIM Meetings, teachers discuss data, and identify barriers.	Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal, Mrs.	As a result of FCIM meetings, teachers are aware of student deficiencies and implement action plans accordingly.	Mrs. Rosa B. Iglesias, Principal and Mrs. Madelyn Fernandez, Assistant Principal, will conduct weekly walkthroughs to ensure student

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		M. Rijo, Math Coach, and Mrs. N. Wagner, Reading Coach		deficiencies, according to the data reports, were being addressed through differentiated instruction.
Start: Tue, Sept 4 End: Fri, Oct 19	During weekly Grade Level Meetings, teachers will collaboratively plan, discussing content to be covered following pacing guides while also addressing barriers.	Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal,	As a result of grade level meetings, teachers will develop lesson plans to according to the pacing guides while addressing barriers based on data reports.	Administration will conduct weekly walk-throughs to ensure teachers are following the pacing guide and engaging their students and utilizing data driven instruction to differentiate their lessons. Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal
Start: Tue, Sept 4 End: Fri, Oct 19	Teachers implement instructional practices that address student needs and learning styles.	Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal,	As a result, teachers will implement lessons that include the DI practices that target student needs and learning styles.	Power Bi will utilized to review Topic Assessment Results to monitor student that the student needs are being addressed during the instructional block. Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal,
Start: Tue, Sept 4 End: Fri, Oct 19	Teachers will review student assessment results make proper adjustments to instructional practices as needed.	Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal,	As a result of reviewing assessment reports, teachers will modify instructional practice that will support student learning of grade level content.	Administration will participate during Grade level meetings to ensure that the FCIM model is being conducted effectively. Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal,

↓ **Primary Essential Practice**

Interventions/RtI

Priority Actions for the Primary Essential Practice

Phase II

Teachers will continue to identify struggling students to begin the RtI process or follow up with students that already have one in place.

Implementation Date(s)	Implementation Steps	Person(s) Responsible (First & last name, position)	Expected Evidence (What evidence would demonstrate the Implementation Step was successfully executed?)	Monitoring (How and Who?)
Start: Tue, Sept 4 End: Fri, Oct 19	Identify the lowest 25% students for intervention during the school day.	Mrs. Madelyn Fernandez, Assistant Principal, Mrs. M. Rijo, Math Coach, and Mrs. N. Wagner, Reading Coach	At the end of each instructional window, data from the topic assessments will be utilized to select students for intervention.	Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal, Mrs. M. Rijo, Math Coach, and Mrs. N. Wagner, Reading Coach will review the attendance and topic assessment results consistently attending the morning tutoring program.
Start: Tue, Sept 4 End: Fri, Oct 19	Create intervention groups to address deficiencies of the lowest 25%.	Mrs. Madelyn Fernandez, Assistant Principal, Mrs. M. Rijo, Math Coach, and Mrs. N. Wagner, Reading Coach	As a result, interventionist will use resources to target student deficiencies as evidenced by work samples.	Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal, Mrs. M. Rijo, Math Coach, and Mrs. N. Wagner, Reading Coach will review the data from the progress monitoring from iReady and District Results to make further instructional decisions.
Start: Tue, Sept 4 End: Fri, Oct 19	Morning tutoring will be offered to the ELL students in order to increase their achievement in reading and math.	Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal	At the end of each instructional window, data from the topic assessments will show evidence of an increase in student	Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal teachers, Mrs. O. Pombomaya, ESOL Chair, will review assessment results to make further instructional decisions.

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			achievement for reading and math by ELL students.	
Start: Tue, Sept 4 End: Fri, Oct 19	Continue to utilize and monitor Power Bi reports to conduct data chats.	Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal	Teachers will adjust their DI groups using data from topic assessments.	During quarterly data chats, DI strategies and groupings will be revised followed by modified instructional practices as seen in classroom walkthroughs. Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal

Secondary Essential Practice

Differentiated Instruction

Priority Actions for the Secondary Essential Practice

To improve success and sustainability, teachers will continue to utilize data from Power-Bi, iREADY, and topic assessments.

Implementation Date(s)	Implementation Steps	Person(s) Responsible (First & last name, position)	Expected Evidence (What evidence would demonstrate the Implementation Step was successfully executed?)	Monitoring (How and Who?)
Start: Tue, Sept 4 End: Fri, Oct 19	Teachers will use i-Ready Diagnostic and Growth Monitoring data reports, Power-Bi data reports, and Topic Assessment data reports to determine who will receive differentiated instruction.	Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal	As a result of retrieving and analyzing data from various sources, teachers will create a list of who will receive targeted instruction that will be posted in their classrooms.	Utilizing reports from iReady, Power Bi and Topic Assessments to analyze data. Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal

<p>Start: Tue, Sept 4</p> <p>End: Fri, Oct 19</p>	<p>As per various data resources, students who fall into the lowest 25 percentile in Reading, will receive intervention.</p>	<p>Ms. N. Wagner Reading Coach Mrs. B. Ortiz, and Ms. L. Serrano, interventionists</p>	<p>As a result of reviewing the progress monitoring check points, additional adjustments will be made on intervention strategies to best meet the needs of the students.</p>	<p>Continuous review of iReady reports as well as anecdotal data from interventionist will serve as monitoring piece to ensure that intervention is effectively taking place and that students are making progress. Ms. N. Wagner Reading Coach</p>
<p>Start: Tue, Sept 4</p> <p>End: Fri, Oct 19</p>	<p>Teachers will plan and implement lesson that include differentiated instructional strategies to address the different student achievement levels and learning styles.</p>	<p>Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal,</p>	<p>As a result of implementing DI during the instructional block, an increase of student achievement in Topic Assessments will be evident.</p>	<p>Power Bi Reports will be utilized to monitor if Topic Assessments show an increase in student achievement. Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal,</p>
<p>Start: Tue, Sept 4</p> <p>End: Fri, Oct 19</p> <p style="text-align: right;">26</p>	<p>Selected teachers will attend professional development in areas of need.</p>	<p>Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal,</p>	<p>As a result of attending professional development for DI, teachers will demonstrate a better understanding of how to differentiate instruction that will result in an increase of student achievement.</p>	<p>Power Bi will provide data on Topic Assessment results to monitor the effective implementation of DI. Mrs. Rosa B. Iglesias, Principal Mrs. Madelyn Fernandez, Assistant Principal,</p>

Parent Family Engagement Plan (PFEP)

The "Parent Family Engagement Plan (PFEP)" has not been uploaded.

SCHOOL CULTURE
Quarter 2 Implementation
 (November 5 – December 21, 2018)

School Culture Outcome Statement