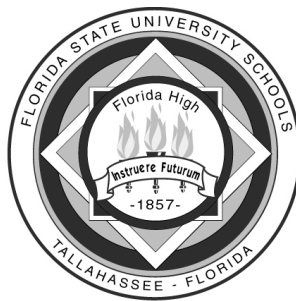


Florida State University Schools

School Improvement Plan
SY 2004-2005 – SY2006-2007



SAC Approved on 3-10-05
Board Approved on 5-10-05

**FSUS Administration
2005-2006**

Jesse Jackson, Director
T. Neal Trafford, Elementary Principal
Dr. Rodney Ryan, Middle School Principal
Susan K. Martelli, High School Principal

**FSUS Board of Directors
2005-2006**

Mr. Robert Broome, Chairman, Community Representative
Ms. Delores Downing, Vice Chairperson, Parent Representative
Mr. Scott Sanders, Community Representative
Dr. Marcie Driscoll, FSU COE Faculty Representative
Mr. Leeka, FSU Representative
Dr. Bradley, FSU Faculty Representative
Ms. Mary Liz Moody, Parent Representative
Ms. Susan Bulecza, Parent Representative
TBA Community Representative
Mr. Scott Smith, Faculty Representative

**FSUS School Advisory Council
2005-2006**

Mr. Tim Rearick, Parent
Ms. Selisa Beville, Parent
Ms. Lillie Thomas, Business Representative
Ms. Mary Smith, Parent
Ms. Kathy Tuovila, Parent/PTA Representative
Mr. Gordie Meade, High School Representative
Mr. Leo Young, Middle School Representative
Ms. Karyn Rushe, Elementary Representative
Amber Frydrychowski, Student Representative
LaDonna Gibson, Student Representative

FLORIDA STATE UNIVERSITY SCHOOL SCHOOL ADVISORY COUNCIL OPERATIONS MANUAL

Article I Membership

Section A - Composition

- (1) The School Advisory Council (SAC) membership shall include teachers, education support employees, students, parents, school support groups, business and community representatives.
- (2) Membership shall be representative of the ethnic, racial and socioeconomic make-up of the school.
- (3) The council shall consist of 15 members:
 - (a) Principals 2
 - (b) Teachers representing
 - Elementary School 1
 - Middle School 1
 - High School 1
 - (c) Staff 1
 - (d) Students 2
 - (e) Parents representing
 - Elementary School 1
 - Middle School 1
 - High School 1
 - Parent-Teacher Association 1
 - (f) Community members representing
 - Alumni Association 1
 - Business 2

Section B - Selection

- (1) Teacher representatives will be nominated and elected by the faculty and administrators.
- (2) The University Support Personnel System (staff) member will be nominated and selected by the USPS staff and administrators.
- (3) One student will be selected by the Director and Principals in consultation with the Dean of Students. In addition, a representative of the Student Government Association shall serve on the SAC.
- (4) Parent members shall be elected by ballot by the school parental population.
- (5) The Alumni representative will be selected by their Officers or Board.

- (6) The Business representatives will be selected by the Director and Principals.
- (7) The Elementary and Secondary Principals shall serve on the Board.
- (8) The chairperson of the SAC shall be elected by the membership of the Council. The Chair of FSUS SAC must have already served at least one year on a SAC in Florida, as a voting member.

Section C - Term of Office

- (1) The term of office shall be from October through September.
- (2) Each selected council member, except for the student representatives, shall serve a 3-year term with a third of the elected membership's term expiring each year. The Student Government Representative will serve a 1-year term; the additional student representative will serve a 2-year term.
- (3) An elected member may not serve more than 2 consecutive terms.
- (4) A member who resigns before the term expires shall be replaced by the peer group.
- (5) A member who misses three consecutive meetings, without reasons acceptable to the SAC, shall be considered to have resigned the position.

Article II Duties

Each member is expected to be an active participant in council meetings and other related activities. Although elected from a peer group, members are expected to strive for the common good of the school rather than the representation of the peer group.

The SAC serves only in an advisory capacity and shall not assume any of the powers or duties of the School administrative or instructional staff. This School Advisory Council shall serve as a resource to the director and principals and shall:

- (1) Prepare, annually evaluate and amend the School Improvement Plan.
- (2) Define adequate progress for each Goal of the School Improvement Plan; Report to the School Board, by June 30, whether adequate progress was made. Negotiate the definition of adequate progress with the Department of Education when the school fails to make adequate progress.
- (3) Review the results of the needs assessment and amend the School Improvement Plan to correct deficiencies
- (4) Use School Advisory Council funds to implement the School Improvement Plan. (e.g., target School Improvement Plan Goals of concern, fund publications, surveys, research, award in-house grants, etc.)
- ~~(5)~~ Assist in the preparation of the school's annual budget.

- (6) Prepare and distribute information to the public to report the status of implementing the School Improvement Plan, the performance of the students and the educational process, and progress in accomplishing the school goals.
- (7) Advise the director and principals on matters pertaining to the school program, by:
 - (A) Reviewing and providing input on curriculum issues.
 - (B) Reviewing and providing input on behavioral matters at all levels (students, faculty, administration).
 - (C) Reviewing and providing input on campus security issues, per Goal 5.
- (8) Perform other duties and functions as specified in its operations guidelines.
- (9) In conjunction with Faculty and staff, apportion "A+" awards, when applicable, to fund bonuses, professional education, and educational programs. *(By Nov. 1)*

Article III Officers

Election of SAC officers shall be conducted by September 30th of each year with notice provided to each council member. A chairperson, co-chairperson, and a recording secretary shall be elected. Each council member is entitled to vote and hold office. Offices will be held for one year, and reelection to the same office will be allowed.

Responsibilities:

Chairperson

- (1) Develop and advertise agenda for each SAC meeting;
- (2) Preside at all meetings of the council and is a de facto member of all committees;
- (3) Ensure that minutes are taken, prepared, made available to the public, read and approved at the next SAC meeting;
- (4) Ensure that committees function as desired, and that reports are presented to the SAC.

Vice-Chairperson

Assist the chairperson and presides in the absence of the chairperson. In the case of a vacancy in the office of the chairperson, the co-chairperson will preside for the remainder of the term.

Recording Secretary

- (1) Advertise each meeting at least five work days in advance;
- (2) Keep minutes and distribute information to the community;

- (3) Prepare copies of the agenda and distribute to council members;
- (4) Document activities, decision, and attendance of the council and its committees; and
- (5) Maintain a list of committee composition and assignments.

Article IV Meetings

Section A – Schedule

The School Advisory Council shall publish a schedule of meetings at the beginning of each school year. The schedule will require at least quarterly meetings and at least half of the meetings shall be held at a time that working parents may attend.

- (1) Public notice shall be made which includes time and place of meeting and general topics on the agenda.
- (2) 50% of council member shall constitute a quorum for all meetings.
- (3) All meeting shall be open to the public and subject to Chapter 286, Florida requested to participate or address the council by the chairperson.
- (4) Minutes of each meeting shall be maintained and are subject to the public review. Minutes shall include copies of the notices of meetings, the agenda, record of attendance, and summaries of items discussed and decisions reached. Minutes shall be posted in the main office and be available to the public.
- (5) Special meetings shall be called by the chairperson with at least five work days notice.

Section B – Agenda

The chairperson shall develop the meeting agenda.

- (1) Other council members may have items placed on the agenda by notifying the chairperson no less than ten days before regularly scheduled meetings.
- (2) Non-council members may request that items be discussed by the council by petitioning the chairperson in writing. The chairperson shall determine appropriateness of the item for SAC agendas. Should disagreement develop, the requesting party may appeal to the full SAC.
- (3) Non-agenda items may also be brought forward from the floor by other council members.

Article V Committees

Section A – Standing Committees

Standing committees shall be created for long-term, ongoing functions and are expected to schedule regular meetings. The standing committees will be used to focus on “large issues” related to school improvement. The council shall have the following standing sub-committees:

Needs Assessment/Data Analysis
Goals 1-8

- (1) Committee membership shall maintain a balance of employees and non-employees.
- (2) Committee membership may include teachers, parents, community member, and educational support personnel who are not members of the council.

Section B – Ad Hoc Committees

The council may establish Ad Hoc Committees to deal with specific, short-term concerns that are not assigned to standing committees. Formation of these committees shall be in compliance with Section A(1) & (2).

Article VI Rules of Order

The council need not operate under parliamentary procedures unless it is determined by the Chairperson that such guide lines are required for the smooth functioning of the council.

- (1) Council decisions will be reached by simple majority vote.
- (2) If a consensus is impossible and deadlines do not permit further deliberations, a vote may be taken. In this case, the majority vote position shall be the official position of the council. When deadlines permit further deliberations, the council will be polled to determine if there is a consensus for referring the issue to the next agenda or to a standing committee for further study.

Article VII Amendments

These bylaws may be amended at any regular meeting of the council by a simple majority of the members present. Notice of the proposed amendment(s) shall be given 30 days before the meeting at which it is to be voted upon. At least once each three years an Ad Hoc committee shall be formed to review, and when appropriate, recommend revision of the Council Operations Manual.

Appendices: (Copies of applicable Florida Statutes)

- s 230.23(16)
- 229.591
- 229.58
- 229.592
- 229.555(1)

This revision approved by SAC on December 19, 2002

Goal 2 - Graduation Rate/Readiness for Post-Secondary Education & Employment: Students will graduate prepared to enter the workforce and postsecondary Education.

Objective 1 - Ensure that students entering FSUS as 9th graders meet state graduation requirements.

Documentation of Need: **No Child Left Behind**

Strategy	Measurement	Implemented by	Indicator of Progress	Person Responsible	Starting Date	Evaluation/ Outcome
1. Identify baseline data to determine reasons for leaving FSUS prior to graduation.	1. Survey of students and reasons for leaving FSUS prior to graduation.	Student Services	1. 95% of students entering FSUS as 9 th graders will graduate.	Student Services	August 2004	Graduation rate is 91.8% (03-04 data)
2. Provide counseling and other related social and/or psychological services to students.	2. Number of students referred to Multidisciplinary Center	Teachers Student Services	2. Appropriate placement of students in programs.	Guidance		
3. Plan and implement remediation programs and strategies to assist students experiencing academic difficulties.	3. Number and types of remediation programs available to students.	Student Services	3. Number of remediation programs available to students will increase.	Administration Student Services		
4. Plan and implement the availability of AP programs and increase the number of students passing the AP tests. Encourage more students to enroll in dual enrollment courses.	4. Number of AP courses offered and number of students dually enrolled. Number of students passing the AP tests.	Student Services	4. Number of AP courses and passing rate will increase and number of dual enrolled students will increase.	Administration Student Services		
						Extended day math courses for Level 1; Intensive reading courses for Level 1 and 2
						5 new AP courses were added for 04-05 10% increase in number of students with a 3 or better on AP

Staff involved with this goal:

Susan Martelli
AP Teachers
Dual Enrollment Teachers

Goal 2 - Graduation Rate/Readiness for Post Secondary Education & Employment: Students will graduate prepared to enter the workforce and postsecondary

Objective 2 - Prepare all students for post-secondary education.

Documentation of Need: **House Bill 39A and FCAT scores**

Strategy	Measurement	Implemented by	Indicator of Progress	Person Responsible	Starting Date	Evaluation/ Outcome
1. Students will receive appropriate career counseling to ensure that post-secondary requirements are met.	1. A written career education plan signed by 8 th grade students and parent or legal guardian and the graduation option plan will be presented.	Student Services	1. 95% of 8 th graders will have completed a written career education plan. 95% of 9-11 graders will meet annually to update their graduation option plan.	Middle School and High School counselors	August 2004	Students meet annually to update their plan for graduation options
2. Revise Master Schedule and Student Progression Plan (K-12) to increase instructional time and structure course selections for students needing remediation.	2. Master schedule and Student Progression Plan	Administration Student Services	2. Addition of Intensive reading, writing, math and Learning Strategies classes.	Administration Student Services		Intensive reading classes implemented; extended day implemented for Level 1 math students; learning strategies classes continued.
3. Restructure and develop courses appropriate to average and below average learners to provide more hands-on learning, presented in a contextual manner.	3. Implementation of <i>Pass the Class</i> , Elementary Academy, and Learning Strategy classes.	Administration Student Services	3. Increase the number of students making annual yearly gains.	Administration Student Services		AYP achieved
4. Review and analyze the number of students passing the CPT in the areas of reading, English, and math	4. Number of students passing the CPT and not in remediation classes at TCC	Administration Student Services	4. Decrease the number of students taking remediation classes at TCC	Administration Student Services		Ongoing

Staff involved with this goal:

Matt Robinson
Debbi McLeod
Susan Martelli

Goal 3 - Student Performance – Students make annual learning gains sufficient to acquire the knowledge, skills, and competencies needed to master state standards. Students successfully compete at the highest levels nationally and internationally and are prepared to make well-reasoned, thoughtful, and healthy lifelong decisions.

Objective 1 – All FSUS students make annual learning gains sufficient to acquire the knowledge, skills, and competencies needed to master state standards in the area of writing.

Documentation of Need: **Florida Writes! scores**

Strategy	Measurement	Implemented by	Indicator of Progress	Person Responsible	Starting Date	Evaluation/ Outcome
<p>1. Teachers will participate in training to develop strategies to increase students' writing skills.</p> <p>2. Teachers will continue to be trained to assess students' writing using the Florida Writes! model.</p> <p>3. Rubrics evaluating student writing will continue to be developed and used.</p> <p>4. Review and analyze the 2005 Florida Writes! test data to establish a new baseline with the new 3.5 achievement level</p>	<p>1. Number of training opportunities provided.</p> <p>2/3. Florida Writes! model and rubrics used by elementary and secondary teachers.</p> <p>4. Test data from the 2005 Florida Writes!</p>	<p>All subject area Teachers</p> <p>Grades 4, 8,10</p>	<p>1. Maintain students Florida Writes! Scores at current level. Average Scores (2003) Gr. 4 = 4.1 Gr. 8 = 3.9 Gr. 10 = 3.8</p> <p>2/3. The percent of standard curriculum students scoring 3.5 or better on the 2004 FCAT writing component will increase</p>	<p>Administration Student Services</p> <p>Administration Student Services</p>	<p>Fall 2004</p>	<p>85% of students are meeting state standards in writing</p> <p>Gr. 4 = 77% - 3.5+ Gr. 8 = 83% - 3.5+ Gr. 10 = 88% - 3.5+</p> <p>Data available and will be compared after testing in 2006</p>

Goal 3 - Student Performance – Students make annual learning gains sufficient to acquire the knowledge, skills, and competencies needed to master state standards. Students successfully compete at the highest levels nationally and internationally and are prepared to make well-reasoned, thoughtful, and healthy lifelong decisions.

Objective 2 – Improve the performance in the area of math on report cards and FCAT.

Documentation of Need: Analysis of Report Cards and FCAT Scores

Strategy	Measurement	Implemented by	Indicator of Progress	Person Responsible	Starting Date	Evaluation/ Outcome
1. Math teaching staff will be involved with professional development activities that include information about successful instructional strategies and development of a seamless curriculum throughout the grades. This will insure a learning environment in which students are able to be successful as well as challenged.	1. Documentation of training program.	Administration, teachers, and consultants	Curriculum scope and sequence product produced by committee so that students will be appropriately and sequentially placed in appropriate math courses	Administration Math Department	Spring 2005	All documentation for Strategies 1-4 on file
2. Parents will be informed of strategies to utilize at home that can be used to support math achievement through print information available at the school and on the website.	2. List of materials and supplies	Math teachers	Availability of materials and supplies as well as a list of available tutors	Teachers and Student Services		
3. Provide the appropriate materials and supplies to implement the math curriculum.	3. Implement the new math series throughout K-12	Math teachers	Continued growth of developmental scale scores on all levels of FCAT math	Teachers		
4. Provide Level 1 and 2 Math students with appropriate remediation.	4. FCAT Scores	Intensive Math teachers	Level 1 and 2 will continue to demonstrate annual yearly progress on developmental scale scores.	Teachers		

Staff involved with this goal:

Math Department (Elementary and Secondary)
Administration

Goal 3 - Student Performance – Students make annual learning gains sufficient to acquire the knowledge, skills, and competencies needed to master state standards. Students successfully compete at the highest levels nationally and internationally and are prepared to make well-reasoned, thoughtful, and healthy lifelong decisions.

Objective 3 - Improve the academic performance in the area of science on report cards and FCAT. Increase participation in the Science Fair. Improve the quality of the laboratory experiences within the areas of science.

Documentation of Need: Analysis of report cards and FCAT Scores, number of students participating in the Science Fair, lack of science lab equipment and facilities.

Strategy	Measurement	Implemented by	Indicator of Progress	Person Responsible	Starting Date	Evaluation/ Outcome
1. Increase the amount of basic science equipment for all science lab areas.	1. Inventory will be taken at the end of each school year.	Science Department		Science Department head	Fall of 2004	Added to inventory: 10 microscopes, new incubation oven, 4 gel electrophoresis chambers; additional equipment on order for 2005-2006
2. Provide materials and training to sequence science fair activities for all grade levels K – 12.	The quantity and quality of science projects	Science teachers K-12	Increase in the number of science projects	Science teachers		Science projects tripled for grades 6-12 the projects entered into the school fair.
3. Complete the outfitting of all laboratory areas with the proper lab safety equipment.	Continue with the purchase of safety equipment for all lab areas	Science teachers	Lab safety equipment will be in place in all labs	Science department and any outside resources assisting – FSU science/science education dept.		On order
4. Prepare students in grades 5,8,11 for FCAT Science.	FCAT Science	Science Teachers	Establish a baseline for developmental scores	Science teachers		Scores from 04-05 have been reviewed for baseline information

Staff involved with this goal

Science Department (Elementary and Secondary)
Administration

Goal 3 - Student Performance – Students make annual learning gains sufficient to acquire the knowledge, skills, and competencies needed to master state standards. Students successfully compete at the highest levels nationally and internationally and are prepared to make well-reasoned, thoughtful, and healthy lifelong decisions.

Objective 4 – Develop a reading plan for K-12 to improve student performance in the area of reading.

Documentation of Need: FCAT Scores

Strategy	Measurement	Implemented by	Indicator of Progress	Person Responsible	Starting Date	Evaluation/ Outcome
<p>1.All teaching staff is provided professional development activities that include information about successful research-based reading instructional strategies.</p> <p>2. Evaluate selected reading programs for possible inclusion in reading plan.</p> <p>3.Parents will be informed of strategies to utilize at home that can be used to support reading achievement through print information available at the school, on the website, and those given at Parent Reading night</p> <p>4.Implement the Reading Coaches Grant, which includes evaluation of Level 1 and 2 students as well as professional development at the Elementary and Middle School levels.</p> <p>5. Implement a 90-minute reading block for Level 1 and Level 2 students at all levels.</p> <p>6. Provide students below level3 with intensive reading classes.</p>	<p>1. Documentation of training programs.</p> <p>2. Document discussing reading programs evaluated and selected.</p> <p>3. Documentation of parental information.</p> <p>4. Documentation from the Reading Coaches quarterly reports and test data.</p> <p>5. Schedule of classes</p> <p>6. FCAT Scores</p>	<p>Teachers, Administration</p> <p>Administration Reading Teachers</p> <p>Administration, teachers, Web technology personnel</p> <p>Reading Coaches</p> <p>Teachers</p> <p>Intensive reading teachers</p>	<p>Reading Plan –No Child Left Behind</p> <p>Selection of a core reading program for the middle school</p> <p>Sign-in lists for parents, summer reading lists for students</p> <p>Successful completion of the Reading Grant</p> <p>Decrease the number of Level 1 and 2 students and monitor the students in the 90-minute classes</p> <p>Students at Level 1 and 2 will demonstrate annual yearly progress</p>	<p>Teachers Administration Reading Teachers</p>	<p>August 2004</p>	<p>Not achieved for 04-05 but completed in the summer of 05</p> <p>Middle School: Scholastic XL, Amsco FCAT Prep and REWARDS – Social studies = newly selected and implemented; recorded books, and novels</p> <p>Parent night held – documentation on file</p> <p>Documentation on file; assessments completed in Ele, MS,HS</p> <p>Implemented 90 minute reading block for Level 1 and 2 and reduced class size</p>

Staff involved with this goal

Language Arts/English/Reading Teachers K-12

Goal 4 - Learning Environment – The school provides a learning environment conducive to teaching and learning.

Objective 1 – The school climate will be considered positive by teachers, parents, and students.

Documentation of Need: 2003 School Climate Inventory (SCI)

Strategy	Measurement	Implemented by	Indicator of Progress	Person Responsible	Starting Date	Evaluation/ Outcome
<p>Administer Climate Survey Improve the lines of communication within the school -- have consistency & continuity.</p> <p>Develop and administer a student and parent survey to improve the lines of communication with parents and students.</p>	<p>School Climate Survey, <i>School Climate Inventory (SCI)</i>, University of Memphis - administered, tabulated and reported. Use the Parent Survey this year</p>	<p>SAC</p>	<p>Baseline data from SCI collected 2003 Increase mean scores in Expectations Order and Environment as well as maintaining other areas indicated from the SCI</p>	<p>Secondary Principal</p>	<p>Fall of 2002</p>	<p>Three year analysis on file</p> <p>Parent and student surveys will be implemented in 05-06 through the Director's office</p>

Staff involved with this goal:

Entire staff
Part of the Professional Development School Goals
Maureen Oberlin
Susan Martelli
Neal Trafford
Mr. Jackson
Lisa Gardner

Goal 5 - School Safety and Environment – Provide an environment that is drug-free and protects students’ health, safety, and civil rights

Objective 1 – Improve Communication

Documentation of Need: Outcome of emergency crisis plan drill on 3-31-03 and staff input

Strategy	Measurement	Implemented by	Indicator of Progress	Person Responsible	Starting Date	Evaluation/ Outcome
1. Verify all phone and intercom systems work and add where needed.	1. Checklists	Staff members and vendors doing the work	See measurement – documents would be indicators of the progress	Technology	Summer 03	All phones and intercoms were running as of May 2005. A new intercom system for the entire school is under review for purchasing. Radios maintained Emergency teams provided with information Entire system under review Sonitrol is ongoing improvement.
2. Maintain/repair radios (walkie-talkies)	2. Maintenance records			Sherlander Dennis Administration	Summer 03	
3. Provide each member of the Emergency Response Team with instructional packages and have quarterly meetings	3. Packages and minutes of meetings			Danny Bailey	Spring 03	
4. Complete installation of digital communication system	4. Receipt/manuals			Administration	Summer 03	
5. Ongoing implementation and improvement of Sonitrol						

Staff involved with this goal:

Danny Bailey
 Marvin Harvey
 Sal Guastella
 Jennie Dekle
 Tech Support Staff

Goal 5 - School Safety and Environment – Provide an environment that is drug-free and protects students’ health, safety, and civil rights

Objective 2 – Ensure the safe maintenance of the building including all locks throughout the school.

Documentation of Need: Staff concerns regarding building security and poor key control from the opening of the building in 2000.

Strategy	Measurement	Implemented by	Indicator of Progress	Person Responsible	Starting Date	Evaluation/ Outcome
1. Maintain and upgrade key control measures. 2. Change or add locks as needed to ensure the safety of administration areas, records, technology, gym and other personal and student safety areas.	1. Key control records 2. Record of added locks and /or keys	Administration and maintenance	Key control notebook New locks in areas of need	Secondary Principal’s Administrative assistant Maintenance Outside vendors as needed	Spring 03	Key control measures implemented and continuous Maintenance of locks is ongoing

Staff involved with this goal:

Danny Bailey
 Marvin Harvey
 Susan Martelli
 Neal Trafford

Vendors
 Maintenance staff
 Jennie Dekle

Goal 6 – Teachers and Staff: The schools, districts, all post-secondary institutions and state ensure professional teachers and staff.

Objective 1 – Develop systems to insure that teachers have the proficiency to develop instructional activities and assessments, which effectively teach the Sunshine State Standards to students.

Documentation of Need: School Climate Inventory and the need to maintain a high level of instruction for our students.

Strategy	Measurement	Implemented by	Indicator of Progress	Person Responsible	Starting Date	Evaluation/ Outcome
1. Provide in-service training for teachers over the summer and during the school year, with an emphasis on math, reading, Science, and writing.	1. Specific instances of professional development opportunities related to math, reading, science and writing provided to the faculty	1. Individual teachers	1. Evidence that professional development opportunities relating to math, reading, science and/or writing were provided to all K-12 faculty	1. Individual staff members are responsible for keeping track of their in-service and report for certification purposes of individual professional development plan.	June 2004	Professional development processed through PAEC. Full implementation in 05-06
2. Development and implementation of a professional development plan for teachers focused on the Sunshine State Standards activities and assessments.	2. Existence of individual Professional Development Plan for all teachers and administrators.	2. Administration and teachers	2. Maintain adequate and continuous progress utilizing the performance appraisal process	2. Administration and individual teachers		Tier I and Tier II assessment of performance completed for all faculty members
3. Encourage participation of teachers in the NBPTS certification program.	3. The % of teachers participating as certificated or candidates in the NBPTS certification program.	3. Individual teachers	3. # of NBPTS	3. Individual teachers		A total of 15 teachers are currently certified including 3 waiting for results.
4. Hire highly qualified instructional staff	4. Number of out of field teachers decrease	4. Administration	4. Number of out of field teachers decrease	4. Administration		Number of out of field teachers: 2004-2005 = 16 2005-2006 = 10

Staff involved with this goal:

Debi Barrett-Hayes

Maureen Oberlin

Michele Dobrin

Karen Lee Singh

Erica Starling

Principals

Goal 7- Adult Literacy: Adult Floridians are literate and have the knowledge and skills needed to compete in a global economy and exercise the rights and responsibilities of citizenship.

Objective 1 – To provide an effective Family Literacy program for FSUS parents, including in-service for FSUS Faculty regarding family literacy issues as needed.

Documentation of Need: Title I requirement, School Climate Inventory

Strategy	Measurement	Implemented by	Indicator of Progress	Person Responsible	Starting Date	Evaluation/ Outcome
<p>1. Provide parent-training workshops.</p> <p>2. Provide parenting education resources.</p> <p>3. Provide an overview to FSUS faculty regarding family literacy issues</p> <p>4. Summer Reading Lists will be provided and available in hard copy and on the web.</p>	<p>1. Number of applicable workshops and in-service training sessions held during a school year</p>	<p>1. K-12 Title I teachers, K-5 Academy teachers, Reading Coaches, and ESE teachers</p> <p>2. Develop a Family Literacy Center in FSUS front office lobby</p> <p>3. Title I and teachers K-5 Academy teachers and Reading Coaches will present an overview at a K-12 General Faculty Meeting</p> <p>4. Language Arts/English teachers and tech staff</p>	<p>1. Number of applicable workshops and in-service training sessions held during the 2003-2004 school year.</p> <p>2. Center materials</p> <p>3. General Faculty agenda</p> <p>4. Copies of lists</p>	<p>See implementation section</p> <p>Principals</p>	<p>Fall 2004</p>	<p>Parent Training: Parent Orientations, FCAT prep workshop, summer literacy visit. Documentation on file</p> <p>Family literacy information in the front office. For 05-06 the Family literacy center will be expanded.</p> <p>To be implemented in 05-06</p> <p>Summer Reading lists provided as a hard copy and on the web</p>

Staff involved with this goal:

Nanette Barber Vikki Shackelford
 Noreen Beattie Angela Wills
 Margie Gibbons
 All reading, English, language arts teachers K-12

Goal 8 –Parental, Family and Community Involvement: Communities, school boards, and schools provide opportunities for involving parents and guardians as active partners in achieving school improvement and education accountability.

Objective 1 – To provide opportunities for parents and community members to become active partners at FSUS.

Documentation of Need: School Climate Inventory

Strategy	Measurement	Implemented by	Indicator of Progress	Person Responsible	Starting Date	Evaluation/ Outcome
<p>1. Establish a system to encourage a parental involvement program.</p> <p>2. Expand parent-teacher involvement in the Parent Teacher Associations.</p> <p>3. Provide orientation to K-12 parents regarding the programs, curriculum and changes for each school year.</p>	<p>1. Documentation of development of parental involvement system.</p> <p>2. Numbers of members of PTA, Boosters, SAC, School Board, Classroom volunteers, etc.</p> <p>3. Agendas for the orientation and the notification methods.</p>	<p>1. Record of numbers of parents involved in the school using the Keep n Track System</p> <p>2. Membership records</p> <p>3. Student Services and Administration</p>	<p>1. Provide parental involvement system.</p> <p>2. Achieve Golden School Award and increase membership of individual boosters, PTA</p> <p>3. Attendance</p>	<p>1. Front office and PTA President</p> <p>2. PTA and Boosters</p> <p>3. Administration</p>	<p>Fall 2004</p>	<p>Record of parents involved on file</p> <p>Records of parent and visitor records on CD on file PTA Membership: 2001-2002 – 150 2002-2003 – 380 2003-2004 – 249</p> <p>Orientation programs held for K-12 at the beginning of the school year.</p>

Staff involved with this goal:

Kathy Tuovila, PTA
 Kristy Duval
 Wendy Davis
 Susan Martelli
 Neal Trafford

Goal 9 - Research and Development

Objective 1 – Ensure research efforts address identified needs of the school and the state.

Documentation of Need: School Mission; School Advisory Council; Charter School Board; SACS Report; PDS Agendas

Strategy	Measurement	Implemented by	Indicator of Progress	Person Responsible	Starting Date	Evaluation/ Outcome
<p>1. Revise/maintain systematic procedures to identify the research agenda of the school and establish standard operating procedures for conducting research.</p> <p>2. Continue efforts to seek and create collaborative opportunities for researchers and teachers to conduct research as partners.</p> <p>3. Increase the number of grant applications submitted for possible funding.</p>	<p>1. Documentation of research process.</p> <p>2. Survey of teachers on number of collaborative research projects and level of participation in working with researchers.</p> <p>3. Number of grant applications completed annually from July 1 to June 30.</p>	<p>1. Research Director</p> <p>2. Research Advisory Committee</p> <p>3. Research Director</p>	<p>1. By August of each year the FSUS Research and Development Guidelines will have been reviewed and revised as necessary and prepared for distribution to prospective researchers.</p> <p>2. Increase number of collaborative opportunities for teachers to work with researchers on research projects.</p> <p>3. Grant applications submitted for possible funding will increase</p>	<p>1. Research Director</p> <p>2. Research Advisory Committee, PDS Committee</p> <p>3. Research Director</p>	<p>August 2004</p>	<p>Achieved Documentation on file</p> <p>Ongoing involvement with the PDS process</p> <p>Hired a Research Director in August of 2005</p> <p>Learn and Serve - \$5000 Technology - \$299.00</p> <p>Yearly entitlement grants awarded.</p>

Staff involved with this goal:

Danny Bailey
 Erica Starling
 Beti Gregory
 Pat Davis
 Marjorie James
 Marten Scheffers

Goal 10 - To build community incorporating the mission of the school and school board

Objective 1 – Increase Communications

Documentation of Need: School Board needs assessment and goal setting

Strategy	Measurement	Implemented by	Indicator of Progress	Person Responsible	Starting Date	Evaluation/ Outcome
Maintain and keep Website current	Visitation to the website	Technology Department	Current use of the website	Celeste Rosso Technology staff	Fall 2004	Ongoing – Go to www.fsus.fsu.edu
Utilize Journalism students FSUS and FSU Communication Interns	Circulation of the Tomahawk	Journalism students	Increase circulation and number of pages in each edition	Laurel Humble and Journalism staff		There were 7 editions for the 2004-2005 school year.

Goal 10 - To build community incorporating the mission of the school and school board

Objective 2 – Increase Alumni Participation

Documentation of Need: **School Board needs assessment and goal setting**

Strategy	Measurement	Implemented by	Indicator of Progress	Person Responsible	Starting Date	Evaluation/ Outcome
Reactivate Alumni Association Contact Alumni President Increase annual alumni events Enrich Homecoming events	Increase the number of alumni on a contact list and the number of events	Board members, staff	Alumni lists and events	Board and staff	Fall 2004	Ongoing Homecoming 2005 celebrated the 1955 alumni at the Homecoming events

School Board Involvement