- **School Improvement Updates**
- **Accreditation (AdvancED) Process**
- **ASSIST Portfolio for Schools**

May 2016

Office of Service Quality

Veda Hudge, Director

Donna Boruch, Coordinator, School Improvement

Broward County Public Schools

School Improvement Updates

Broward County Public Schools

A+ RECOGNITION FUND DISTRIBUTION

Broward County Public Schools

A+ monies have been disbursed to qualifying schools by the BCPS Budget Office.

PIVOT communication to principals posted on Friday, April 29, has all the relevant information.

FLORIDA DEPARTMENT OF EDUCATION
fldoe.org

State Board of Education

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Commissioner of Education

CONTACT PERSONS:
NAME: Tracy Halley
        Lee Davis
PHONE: 850-245-0411
        850-245-0405

MEMORANDUM

TO: District School Superintendents

FROM: Linda Champion

DATE: April 21, 2016

SUBJECT: Florida School Recognition Program Awards for 2015-16

Pursuant to section 1008.36, Florida Statutes (F.S.), attached are the 2015-16 Florida School Recognition Program award amounts by district and by school. The program award is $97.04 per full-time equivalent (FTE) student, which reflects a proration to the level of the appropriation. The distribution includes awards for all currently eligible schools. The distribution of lottery funds appropriated for the Florida School Recognition Program in Specific Appropriation 9, Chapter 2015-232, Laws of Florida, is based on the school grades earned in 2014-15 and the number of 2014-15 FTE students in the fourth calculation of the 2014-15 Florida Education Finance Program. Funds will be distributed to districts on April 26, 2016 (revenue code 3361).

Please note that if a school's staff and school advisory council did not reach agreement on the use of the award by February 1, 2016, the award must be equally distributed to all classroom teachers currently teaching in the school, pursuant to section 1008.36(4), F.S.

Should you have any questions, please call Tracy Halley or Lee Davis.

CONTINUATION WAIVERS

Broward County Public Schools

ALL WAIVER INFORMATION CAN BE FOUND AT:

http://www.broward.k12.fl.us/ospa/initiatives.asp?initiative_id=5

- ***Continuation Waivers:***

    All documentation must be completed by May 6, 2016.

    Remember: Faculty must vote to continue waiver each year.

- ***New Waiver Applications for 2017-2018***:

    All applications must be completed by February 2017.

    Only schools that have completed an ***Intent to Apply*** form and have been given permission to proceed may submit an application.

AdvancED Accreditation Information

Broward County Public Schools

AdvancED STAKEHOLDER SURVEY RESULTS

Broward County Public Schools

Thank you for your help in the successful completion of the 2016 Staff, Student, and Parent AdvancED Stakeholder Surveys!

ACCREDITATION REVIEW DATES

Broward County Public Schools

Broward County Public Schools will host an AdvancED External Review Team October 23-26, 2016

Please keep these dates in mind as you prepare your school's schedule for the 2016-2017 school year.

PURPOSE FOR REVIEW

Broward County Public Schools

• Broward County Schools, first accredited in 1962, must participate in an external review every five years in order to retain AdvancED School System Accreditation.

• The team will review the system and its schools to evaluate the system's adherence to the AdvancED Accreditation Standards.

ACCREDITATION STANDARDS

Broward County Public Schools

Standard 1: Purpose and Direction **-** The system maintains and communicates at all levels of the organization a purpose and direction for continuous improvement.

Standard 2: Governance and Leadership **-** The system operates under governance and leadership that promote and support student performance and school effectiveness.

Standard 3: Teaching and Assessing for Learning **–** The curriculum, instructional design and assessment practices guide and ensure teacher effectiveness and student learning.

Standard 4: Resources and Support Systems **-** The system has resources and provides services in all schools that support its purpose and direction to ensure success for all students.

Standard 5: Using Results for Continuous Improvement **-** The system implements a comprehensive assessment system that generates a range of data about student learning and system effectiveness and uses the results to guide continuous improvement.

ACCREDITATION TEAM RESPONSIBILITIES

Broward County Public Schools

A Team of trained professionals from across the state and nation will:

- **Review Broward County Schools documents and performance data**

- **Interview system, school and community stakeholders**

- **Conduct site reviews of several schools**

- **Observe system and school practices in action**

ACCREDITATION REPORT

Broward County Public Schools

The Accreditation Team report will include:

- **Recognition of Strong Practices**

- **Areas for Improvement to the System**

In two years, the district will be required to report to AdvancED its progress in addressing the team's Improvement Priorities.

2011 ACCREDITATION EXIT REPORT

Broward County Public Schools

To review previous commendations and recommendations made by the AdvancED External Review Team, log on to

http://www.browardschools.com/www-browardschools-com/departments/accreditation

and read the Exit Report SBBC 2011.

BENEFITS OF THE ACCREDITATION REVIEW

Broward County Public Schools

AdvancED School System Accreditation process will demonstrate to students, parents and community that the District is focused on:

- **Raising student achievement**

- **Providing safe and enriching learning environments**

- **Maintaining efficient and effective operations staffed by highly qualified educators**

AdvancED ASSIST Portfolio

- **Executive Summary**
- **Self Assessment**
- **Stakeholder Feedback Diagnostic**
- **Student Performance Diagnostic**
- **AdvancED Assurances**

Broward County **Public Schools**

IMPORTANT INFORMATION ABOUT SUBMITTING THE PORTFOLIO

The principal, after reviewing the portfolio, will be responsible for authorizing submission of the portfolio by September 26, 2016.

Once a portfolio is submitted, all information is FINAL and the PORTFOLIO CANNOT BE REOPENED.

OSPA IFs are available to assist principals in the portfolio review process.

AdvancED®

Accreditation Report

This report is the initial evidence used by the External Review team. The report includes diagnostics, assurances and planning documents. Once submitted, this report cannot be re-opened; please obtain all feedback and approvals necessary prior to submission.

AdvancED ASSIST SCHOOL PROFILE

Broward County Public Schools

LOG ON TO ASSIST AND CLICK ON "Profile"

Logon: Principal's email   Password: broward

| Portfolio | Profile | Diagnostics & Surveys | Assurances | Goals & Plans | Reviews | Progress |

Profile

| Demographics | Affiliations | Certifications | Accountability | Performance |

Update Demographics

- Click on "Update Demographics"

- Click [🖉 Manage Demographics] to add, update and review all institution information

AdvancED ASSIST *SCHOOL PORTFOLIO*

Broward County Public Schools

Portfolio | Profile | Diagnostics & Surveys | Assurances | Goals & Plans | Reviews | Progress

AdvancED®

Portfolio

Overview

Select the school year to expand the list of all associated documents for that period.

Select a document for additional details and to begin or continue your work.

2016-2017 School Year

Days Past Due	Due Date	Status	Document
	September 26, 2016	Not started	Accreditation Report

LOG ON TO ASSIST AND CLICK ON ACCREDITATION REPORT
Logon: Principal's email   Password: broward

Accreditation Report (Not started)

Add each component to this report. When all necessary components are complete, select the Submit button at the bottom of the screen.

This document is due on **Sep 26, 2016**

Required

All components in this section must be completed before the document can be submitted.

Section	Template	Components	Complete
Diagnostic	Executive Summary	✏️	←
Diagnostic	Self Assessment	✏️	
Diagnostic	Stakeholder Feedback Diagnostic	✏️	
Diagnostic	Student Performance Diagnostic	✏️	
Assurance	AdvancED Assurances	✏️	

Additional

In some cases you must select at least one component from this list before the document should be submitted.

Section	Template	Components	Complete
Goals and Plans		✏️	

Accreditation Report

This report is the initial evidence used by the External Review team. The report includes diagnostics, assurances and planning documents. Once submitted, this report cannot be re-opened; please obtain all feedback and approvals necessary prior to submission.

CLICK ON EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

A *Completing the Executive Summary* tutorial is available at:
http://www.screencast.com/t/h6SOaSO9V

**Broward County
Public Schools**

- Click this: ⊕ Create a New Executive Summary
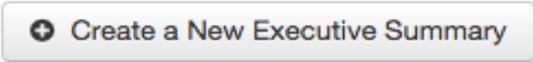
- Then check the box and click on Executive Summary to open: ☐ Executive Summary

- Copy and paste the final draft of your school's Executive Summary into the template.

- When the template is finished click the Complete button: **Complete**
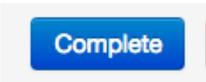
Important Note: The Executive summary can be reopened at any time for editing before submitting the diagnostic portfolio.

Accreditation Report (Not started)

Add each component to this report. When all necessary components are complete, select the Submit button at the bottom of the screen.

This document is due on **Sep 26, 2016**

Required

All components in this section must be completed before the document can be submitted.

Section	Template	Components	Complete
Diagnostic	Executive Summary	✎	
Diagnostic	Self Assessment	✎	←
Diagnostic	Stakeholder Feedback Diagnostic	✎	
Diagnostic	Student Performance Diagnostic	✎	
Assurance	AdvancED Assurances	✎	

Additional

In some cases you must select at least one component from this list before the document should be submitted.

Section	Template	Components	Complete
Goals and Plans		✎	

Accreditation Report

This report is the initial evidence used by the External Review team. The report includes diagnostics, assurances and planning documents. Once submitted, this report cannot be re-opened; please obtain all feedback and approvals necessary prior to submission.

CLICK ON SELF ASSESSMENT

SELF ASSESSMENT

A *Completing the Self Assessment* tutorial is available at:
http://www.screencast.com/t/536Y8xgzY7lg

Broward County Public Schools

This is what will appear:

Manage Document Components   ✕

Diagnostic | Self Assessment

Check those components to be included in this document.

⊕ Create a New Self Assessment

☐ Fall 2013
☐ 2014/2015
☐ 2015-2016 *
☐ Diagnostic *

* Indicates that the diagnostic has been archived

Save Selection   Cancel

- Check box for on 2015-2016

- Then click on Save Selection

- A green check will appear on your Portfolio next to Self Assessment

Section	Template	Components	Complete
Diagnostic	Executive Summary	✐	
Diagnostic	Self Assessment	2015-2016 ✐	✓

Accreditation Report (Not started)

Add each component to this report. When all necessary components are complete, select the Submit button at the bottom of the screen.

This document is due on **Sep 26, 2016**

Accreditation Report

This report is the initial evidence used by the External Review team. The report includes diagnostics, assurances and planning documents. Once submitted, this report cannot be re-opened; please obtain all feedback and approvals necessary prior to submission.

Required

All components in this section must be completed before the document can be submitted.

Section	Template	Components	Complete
Diagnostic	Executive Summary	✏️	
Diagnostic	Self Assessment	✏️	
Diagnostic	Stakeholder Feedback Diagnostic	✏️	←
Diagnostic	Student Performance Diagnostic	✏️	
Assurance	AdvancED Assurances	✏️	

Additional

In some cases you must select at least one component from this list before the document should be submitted.

Section	Template	Components	Complete
Goals and Plans		✏️	

CLICK ON STAKEHOLDER FEEDBACK DIAGNOSTIC

STAKEHOLDER FEEDBACK DIAGNOSTIC

A *Completing Stakeholder Feedback Diagnostic* tutorial is available at:
http://www.screencast.com/t/vcogeN6LnZC

Broward County Public Schools

- Click this: ⊕ Create a New Stakeholder Feedback Diagnostic

- Then check the box and click on this box and open: ☐ Stakeholder Feedback Diagnostic

- Go to Survey Scoring Summary and view your schools survey results:
  - - Log on to AdvancED: http://www.advanc-ed.org/login
  - - Click on "Reports" tab. Then Click on the "Survey" tab
  - - Choose Parent Survey, Student Survey, or Staff Survey
  - - Click on "Survey Scoring Summary, click on "Average Score Data" and record results for each standard
  - - Click on Overall Score to get average score for each Standard

- Based on your survey results, answer all questions in the Stakeholder Feedback section.

- For answer to question #1 click YES, then upload the BCPS Data document your instructional facilitator will help you complete today.

- When the all sections are finished click the Complete button:

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Accreditation Report (Not started)

Add each component to this report. When all necessary components are complete, select the Submit button at the bottom of the screen.

This document is due on **Sep 26, 2016**

Required

All components in this section must be completed before the document can be submitted.

Section	Template	Components	Complete
Diagnostic	Executive Summary	✎	
Diagnostic	Self Assessment	✎	
Diagnostic	Stakeholder Feedback Diagnostic	✎	
Diagnostic	Student Performance Diagnostic	✎	
Assurance	AdvancED Assurances	✎	

Additional

In some cases you must select at least one component from this list before the document should be submitted.

Section	Template	Components	Complete
Goals and Plans		✎	

CLICK ON STUDENT PERFORMANCE DIAGNOSTIC

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STUDENT PERFORMANCE DIAGNOSTIC

A *Completing Student Performance Diagnostic* tutorial is available at:
http://www.screencast.com/t/zuaLab2ZztY

Broward County Public Schools

This section will need to be updated upon the release of the 2016 FSA data.

- Click this: ⊕ Create a New Student Performance Diagnostic

- Then check the box and click on this box and open: ☐ Student Performance Diagnostic

- Go to Data Warehouse (http://bcps.browardschools.com/VirtualCounselor/) and download in PDF format your schools *FSA Demographic Report 2015.*

- For the *Student Performance Data* section, Question #1 , click "YES" and upload the FSA Demographic report from Data Warehouse. (Your login for the DWH Reports Folder is your 4-digit school number and your password is your schools SIP number.)

- Based on the FSA results and any other testing results available at your school, answer all questions in the Stakeholder Feedback section. If you use other testing data reports, upload PDF copies in question #1.

- Prior to clicking the Complete upload any progress monitoring data your school uses.

- When the all sections are finished click the Complete button.

Accreditation Report (Not started)

Add each component to this report. When all necessary components are complete, select the Submit button at the bottom of the screen.

This document is due on **Sep 26, 2016**

Required

All components in this section must be completed before the document can be submitted.

Section	Template	Components	Complete
Diagnostic	Executive Summary	✏️	
Diagnostic	Self Assessment	✏️	
Diagnostic	Stakeholder Feedback Diagnostic	✏️	
Diagnostic	Student Performance Diagnostic	✏️	
Assurance	AdvancED Assurances	✏️	

Additional

In some cases you must select at least one component from this list before the document should be submitted.

Section	Template	Components	Complete
Goals and Plans		✏️	

CLICK ON AdvancED ASSURANCES

26

ASSURANCES

A *Completing the Assurances tutorial* is available at:
http://www.screencast.com/t/BEGXhfGEAz

Broward County Public Schools

- Click this: ⊕ Create a New AdvancED Assurances

- Then check the box and click on this box and open: ☐ AdvancED Assurances

- Answer "Yes" to all questions.

- For Question #5 you must upload a PDF of your SIP.

  5. The institution engages in a continuous improvement process and implements an improvement plan. Attach the improvement plan if the plan is not located in AdvancED's Adaptive System of School Improvement Support Tools (ASSIST).

  - Schools with a FLDOE SIP need to Upload a PDF copy of their SIP from FL CIMS

  - A, B, and C schools need to upload a PDF copy of their SIP from OSPA Central 2.0.

  - Title I schools need to upload a PDF copy of their Title I Plan

PORTFOLIO SUBMISSION

A *Submitting the Report* tutorial is available at:
http://www.screencast.com/t/lpTR9DoXt8

**Broward County
Public Schools**

Once all sections of the Accreditation Portfolio are complete and
each section has a green checkmark,
the portfolio is ready to be submitted.

ONLY THE PRINCIPAL

CAN AUTHORIZE SUBMISSION OF THE PORTFOLIO

All portfolios must be submitted by September 26, 2016.

THANK YOU!

Please call us if you need assistance:

Office of Service Quality   754-321-3850

Broward County **Public Schools**