

SCHOOL IMPROVEMENT TRAINING - QUARTER 2

November 28 - December 2, 2016



Office of Service Quality

Veda Hudge, Director

Donna Boruch, Coordinator, School Improvement



Broward County
Public Schools



AGENDA



Broward County
Public Schools

- **AdvancED Accreditation Exit Report**
- **A+ Process • New and Continuation Waivers**
- **Stakeholder Survey 2016-2017 • SAC & SAF**
- Board Policy/Meeting**
- Documentation • Conducting SAC and SAF**
- Meetings • FACE - Family and Community**
- Engagement Plan**

GREAT JOB

SCHOOL IMPROVEMENT TEAM!

**BROWARD COUNTY
PUBLIC SCHOOLS ARE
NOW FULLY ACCREDITED
UNTIL **JUNE 30, 2022!****



ACCREDITATION EXIT REPORT



Broward County
Public Schools

The External Review Team recommended to the AdvancED Accreditation Commission that the Broward County School District earn the distinction of Accreditation by AdvancED. (Expires June 30, 2022)

Complete Exit Report is available at:

http://www.broward.k12.fl.us/ospa/initiatives.asp?initiative_id=4

POWERFUL PRACTICES

1. Through the **reallocation of resources**, the district has developed and implemented a succession planning process that acknowledges and rewards exemplary leadership and provides opportunities for building local leadership capacity at the school and system level.
2. The Superintendent, district office leadership, and school administrators foster a **culture of collaboration** that supports shared leadership, innovation, and professional growth in an effort to develop high quality leadership to ultimately enhance student achievement.

BCPS STRENGTHS AND ACCOMPLISHMENTS



POWERFUL PRACTICES

3. The leadership has committed to a **system of continuous improvement** through the creation of an office dedicated to the improvement of student learning [OSPA].

4. Broward County Public Schools (BCPS) has **secured funding in the form of a bond and grants** to provide resources to support the system's strategic plan. In a time of declining financial support, the district has aggressively pursued and obtained alternative sources of funding.

BCPS Notable Achievements



IMPROVEMENT PRIORITY

1. Develop, implement and regularly **evaluate a framework for board evaluation** based on the system's core values and in line with best practice as defined by the Florida School Board Association with the necessary professional development for quality implementation.
2. Unify the district instructional processes to ensure the **implementation of a rigorous systemic and systematic instructional framework** in support of student achievement.

Two years following the Review, BCPS must submit the Accreditation Progress Report detailing progress toward addressing the required actions.



A+ RECOGNITION FUND



Broward County
Public Schools

- **All schools that qualify for A+ Funds Must complete the process by February 1, 2016, as required by Florida Statute 1008.36:**

Schools that sustain high performance by receiving a school grade of "A;" or

Schools that demonstrate exemplary improvement due to innovation and effort by improving at least one letter grade; or

Schools that improve more than one letter grade and sustain the improvement the following school year; or

Schools designated as Alternative Schools that receive a school improvement rating of "Improving" or improve at least one level.

- **Information about the A+ Fund Process may be found at:**

http://www.broward.k12.fl.us/ospa/initiatives.asp?initiative_id=6

- **Schools must place A+ documentation in the SAC/SAF Upload Center:**

SAC Minutes, attendance and voting results for each A+ Recognition Funds Meetings

- **Information about Accountability Rules and School Grade Calculations**

<http://www.fldoe.org/accountability/accountability-reporting/accountability-rules.stml>

Important Note - Florida Statute 1008.36 states:

"If school staff and the School Advisory Council cannot reach agreement by February 1, the award must be equally distributed to all classroom teachers currently teaching in the school."

NEW & CONTINUATION WAIVERS



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Public Schools

ALL WAIVER INFORMATION CAN BE FOUND AT:

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

New Waiver Applications: Must be completed by February 9, 2017
Only schools that have completed an ***Intent to Apply*** form and
have been given permission to proceed may submit an application.

Continuation Waivers: All documentation must be completed by
April 27, 2017. Remember: The faculty must vote to continue
the waiver each year.

STAKEHOLDER SURVEY: MARCH 6 – MARCH 31



Broward County
Public Schools

GO TO <http://extranet.advanc-ed.org/schools>

TO DOWNLOAD DOCUMENTS ABOUT SURVEY ADMINISTRATION

Surveys

Document Name	Last Updated
Guide to Administering Surveys and Generalizing Survey Results	08/02/2016
Instructions for Administering Paper Surveys	08/02/2016
Preview Surveys	08/02/2016
Technical Guide: Administering Stakeholder Surveys	08/02/2016

SIP & SAC

BOARD POLICY



Broward County
Public Schools

SAC/SIP: SBBC POLICY 1403 SCHOOL ACCOUNTABILITY AND IMPROVEMENT:

Each school has a School Advisory Council (SAC) to facilitate the development and monitor progress of the annual School Improvement Plan. Agendas and minutes reflect annual needs assessment, SIP monitoring and allocation of Accountability Funds.

SAF: SBBC POLICY 1.3 SCHOOL ADVISORY FORUM: Every school shall have a School Advisory Forum (SAF) that shall foster and promote communication between its stakeholders, the school, and the Area Advisory Council. The SAF shall bring forth recommendations, concerns and interests to and from their Area Advisory Council.

Both policies can be viewed at: <http://www.broward.k12.fl.us/sbbcpolicies/index.asp>

SAC & SAF MEETINGS



Broward County
Public Schools

The SAC and SAF shall use guidelines developed by the district, develop and adopt procedural **Bylaws**, conduct meetings in accordance with the **Florida Sunshine Laws**, and conduct meetings according to **Robert's Rules of Order**.

SAC & SAF BYLAWS



Broward County
Public Schools

Database to create and revise **SAC Bylaws**:

http://www.broward.k12.fl.us/schoolimprove/sac_bylaws/login.asp

Template to create and revise **SAF Bylaws**:

<http://www.broward.k12.fl.us/ospa/initiatives>

- Once the **SAC and SAF Bylaws** have been revised and approved, they are to be submitted as a PDF through the Documentation Upload on the SBBC SIP.
- Schools are also expected to maintain a copy of their annual **SAC and SAF Bylaws** and should ensure that they are available for anyone who may wish to see them.

SUNSHINE LAW



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Public Schools

What are the requirements of the Sunshine law?

The Sunshine law requires that

- 1) meetings of boards or commissions must be open to the public;
- 2) reasonable notice of such meetings must be given, and
- 3) minutes of the meeting must be taken.

The entire Florida Sunshine Law can be found at:

http://www.myflsunshine.com/pages.nsf/Main_321B47083D80C4CD8525791B006A54E3#1

ROBERT'S RULES OF ORDER



Broward County
Public Schools

"The application of parliamentary law is the best method yet devised to enable assemblies of any size, with due regard for every member's opinion, to arrive at the general will on the maximum number of questions of varying complexity in a minimum amount of time and under all kinds of internal climate ranging from total harmony to hardened or impassioned division of opinion."
[Robert's Rules of Order Newly Revised [RONR (11th ed.)], Introduction, p. liii]

Simplified Roberts Rules of Order:

http://www.intelec.org/public_docs/intSimplifiedRobertsRulesofOrder.pdf

Training Videos for Roberts Rules of Order and the Sunshine Law:

http://www.broward.k12.fl.us/talentdevelopment/html/committee_training_new.html

SIP DOCUMENT UPLOAD



Broward County
Public Schools

SCHOOL ADVISORY COUNCIL (SAC) & SCHOOL ADVISORY FORUM (SAF)

SBBC POLICY 1403 SCHOOL ACCOUNTABILITY AND IMPROVEMENT:

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[🔗 SAC Composition Report](#)

[📌 SAC/SAF Upload Center](#)

[📌 SAC Manual/Documentation](#)

[🔗 Waiver Application](#)

SAC & SAF UPLOAD CHECKLIST



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Public Schools

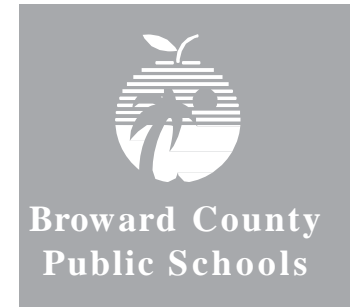


DOCUMENT	DATE UPLOADED/ REVIEWED	DATE UPLOADED/ REVIEWED	DATE UPLOADED/ REVIEWED	DATE UPLOADED/ REVIEWED	DATE UPLOADED/ REVIEWED	DATE UPLOADED/ REVIEWED	DATE UPLOADED/ REVIEWED	DATE UPLOADED/ REVIEWED
SAC Composition								
SAC Bylaws								
SAF Bylaws								
SAC Agenda								
SAF Agenda								
SAC Sign-In Sheets								
SAF Sign in Sheets								
SAC Minutes								
SAF Minutes								
ASSIST Self- Assessment								



FACE

Family & Community Engagement



Engagement Goal: The environment or culture in which engaging programs take place must consider and plan for: families to feel welcomed, valued, and respected by program staff; two-way communication and relationship building with families are adapted to meet changing family and community circumstances; opportunities are provided for family support and development through the family partnership process and through intentional parent/family peer groups within the program and community.

Location of Plan: <http://www.broward.k12.fl.us/ospa/ospa-central2/>

Date Due: January 26, 2017

Contact: Nadia Clarke, Assistant Director, Office of Family and Community Engagement 754-321-1599

FACE: SHARING A BEST PRACTICE



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Public Schools

Highlight 1 or 2 successful engagement strategies your school has employed.

FAMILY & COMMUNITY ENGAGEMENT BEST PRACTICE

School Name: _____ Principal: _____ SAC Chair(s): _____

STRATEGY	IMPLEMENTATION	EVIDENCE/IMPACT
WHAT IS THE STRATEGY/EVENT CALLED?	HOW IS THE STRATEGY/EVENT ORGANIZED AND PROMOTED?	WHAT EVIDENCE DO YOU HAVE TO DOCUMENT THE STRATEGY/EVENT AND HOW HAS IT IMPACTED YOUR SCHOOL?
STRATEGY #1		
STRATEGY #2		

THANK YOU!

Office of Service Quality 754-321-3850



NEXT TRAINING: FEBRUARY 27 – MARCH 3