

“RESETTING THE ROUTE TO SCHOOL IMPROVEMENT”

School Improvement Mini Lab

Topics: Mid-Year Reflection and School Recognition Program (A+ Funds)

Wednesday, December 7, 2022

School Improvement 754-321-2500

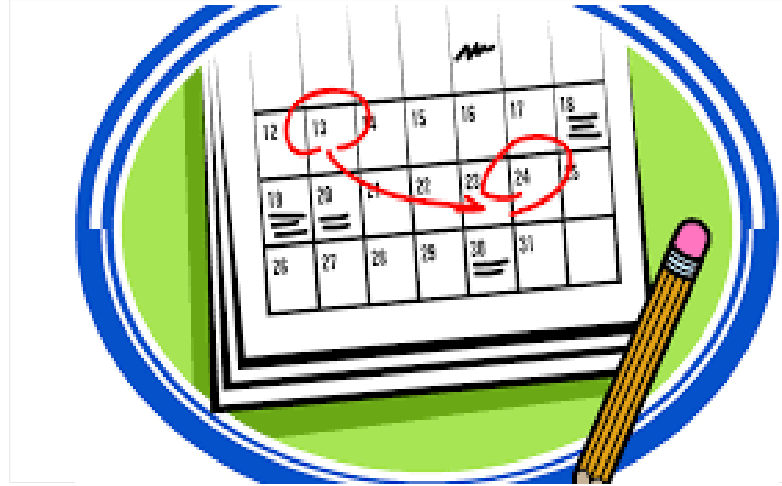
Research, Evaluation & Accountability Department



Established 1915
BROWARD
County Public Schools

Agenda

**District & State
Mid-Year
Reflection**



**School Advisory
Council (SAC)
Required
Documents**



**Florida School
Recognition Program
(A+ Funds)**



Mid -Year Reflection



Due Friday, January 20, 2023

Purpose of Mid-Year Reflection





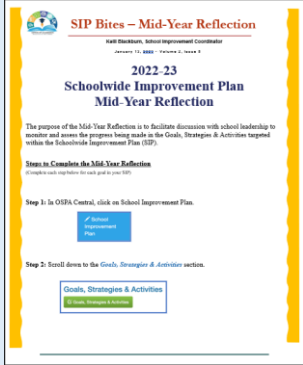

- **To facilitate discussion with school leadership**
- **To monitor and assess the progress being made toward your School Improvement goals**

[Visit BCPS Central for access to the Mid-Year Reflection](#)



Mid-Year Reflections for District Plans



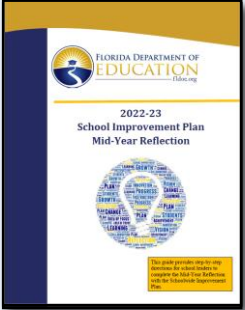

The School Improvement Plan Mid-Year Reflection is due on or before Friday, January 20, 2023.

FIELD TRIP	DISTRICT SIPS
	<p>Complete the Mid-Year Reflection online in the SIP within BCPS Central</p>
	<p>Use the District Mid-Year Reflection User Guide (SIP Bite):</p> <p>Click here to access </p> 
	<p> To Do: Answer the questions that address progress being made towards the area of focus</p>



Mid-Year Reflections for State Plans

The School Improvement Plan Mid-Year Reflection is due on or before Friday, January 20, 2023.

STATE SIPS	FIELD TRIP
<p>Complete the Mid-Year Reflection <u>online</u> in CIMS: https://www.floridacims.org/</p>	
<p>Use the State Mid-Year Reflection User Guide:</p> <p>Click here to access </p> 	
<p> To Do: Answer the questions that address progress being made towards the area of focus</p>	



SAC MEETING MANDATORY DOCUMENTATION

Quarter 1 and Quarter 2 SAC documentation should be uploaded into the SAC Upload Center in BCPS Central.

SAC Meeting (for each meeting held):

- SAC Meeting Agenda
- SAC Meeting Minutes (in draft form if not yet approved)
- SAC Meeting Sign-In Sheets (must meet quorum for voting to take place)



Quorum





















noun

The minimum number of members of an assembly or society that must be present at any of its meetings to make the proceedings of that meeting valid.

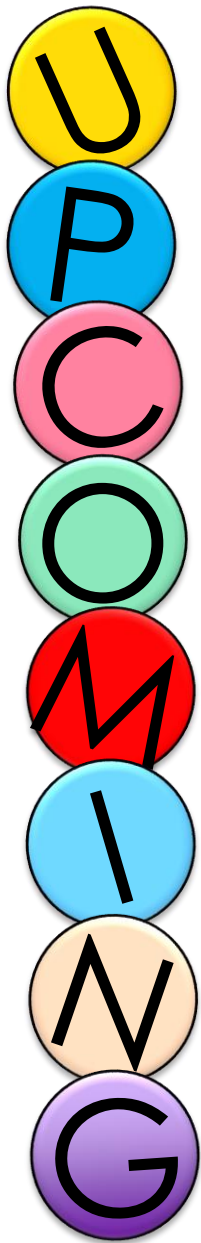
- **Per your SAC Bylaws, Article VI, Section 7:**
- A quorum is the **minimum number of members who must be present at a meeting for business to be conducted and for voting to take place.** To establish a quorum, a majority of the membership of the council (more than half the members) must be present at the meeting.

For example: If your SAC Composition has **10 members**, there **must be at least 6 of those members (51% or more of the membership) present** for business to be conducted and for voting to take place.

10 records per page Search:

#	Name	Position	Gender	Ethnicity	SBBC Employee	Parent of Student	Email	Add Date	Resigned	
1	Yaco Zaragoza	BTU Steward (or designee) Community / Business Representatives	Male	Hispanic/Latino	No	Yes	yacozaragoza@yahoo.com	2022-08-25		 
2	Tariq Lee	SAC Secretary	Male	Hispanic/Latino	No	No	T.Lee@BCPS.com	2022-08-20		 
3	Michelle Jameson	SAC Co-Chair	Female	White Americans	Yes	No	mikej@testing.com	2022-01-02		 
4	Kelli Shakir	SAC Co-Chair	Female	Black/African Americans	Yes	No	test1@aol.com	2022-08-29		 
5	Collet Poitier	Community / Business Representatives	Female	Asian	No	Yes	test@yahoo.com	2022-08-29		 
6	Thomas Car	I-Zone Representative (must be a parent)	Male	Mixed Race	No	Yes	thomas.car@gmail.com	2022-09-02		 
7	Daisy Donald	BTU Steward (or designee)	Female	Hispanic/Latino	Yes	Yes	Daisy.D@disney.com	2022-08-29		 
8	Jane Tester	Community School Representative (if applicable)	Female	Mixed Race	No	No	jttester@test.com			 
9	Leslyn Awesome	I-Zone Representative (must be a parent)	Female	Black/African Americans	Yes	No	jokaldmslmi	2022-10-04		 
10	Collet Shieds	Principal	Female	Black/African Americans	Yes	No	collet_shields@broarwd	2022-10-12		 

***You must have 51% or more of the members listed, regardless if it's employees or non-employees.**



School Improvement Quarterly Meetings

Kelli Blackburn, School Improvement Coordinator

Upcoming Meetings

Quarter 3 Informational Meeting

*A representative from your school (School Advisory Council (SAC) Chair, Co-Chairs, Administrators, etc.) should attend one of the sessions below AM or PM.

[Click Here to Join the Quarterly Meeting](#)

Tuesday, January 17, 2023	Wednesday, January 18, 2023	Thursday, January 19, 2023
AM Session All Regions 9:00 am - 11:00 am	AM Session All Regions 9:00 am - 11:00 am	AM Session All Regions 9:00 am - 11:00 am
PM Session All Regions 12:00 pm - 2:00 pm	PM Session All Regions 12:00 pm - 2:00 pm	PM Session All Regions 12:00 pm - 2:00 pm

School Improvement Open Labs and Mini Labs

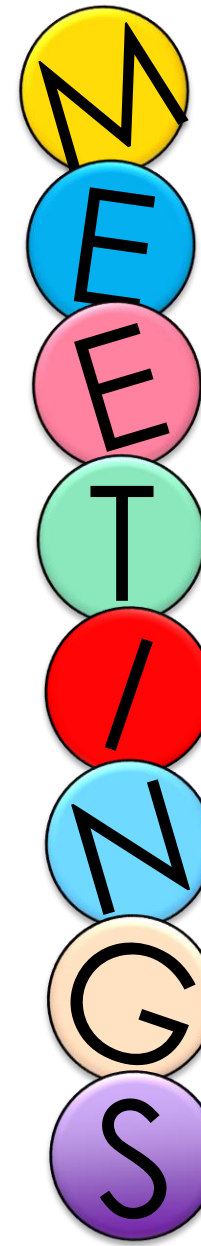
*Open Labs and Mini Labs are optional support sessions available for SAC Chairs, Co-Chairs and Administrators.

[Click Here to Join the Open Lab or Mini Lab](#)

Dates	Topics
Mini Lab Wednesday, December 7, 2023 2:00 pm - 3:00 pm	<ul style="list-style-type: none"> Mid-Year Reflection School Recognition Program (A+ Funds) School Improvement Updates
Open Lab Thursday, December 8, 2023 12:30 pm - 2:30 pm	Q & A Session Pop in anytime within the time frame, with your School Improvement questions
Open Lab Tuesday, December 13, 2023 9:00 am - 11:00 am	Q & A Session Pop in anytime within the time frame, with your School Improvement questions
Open Lab Thursday, January 12, 2023 12:30 pm - 2:30 pm	Q & A Session Pop in anytime within the time frame, with your School Improvement questions
Mini Lab Wednesday, February 8, 2023 2:00 pm - 3:00 pm	<ul style="list-style-type: none"> Cognia eProve Customer Surveys (Administration Window: Wednesday, March 1- Friday, April 28, 2023) Monitoring School Improvement Plan (SIP) Goals SAC Upload Center Requirements
Open Lab Thursday, February 16, 2023 12:30 pm - 2:30 pm	Q & A Session Pop in anytime within the time frame, with your School Improvement questions
Mini Lab Wednesday, February 22, 2023 2:00 pm - 3:00 pm	<ul style="list-style-type: none"> Continuation Waivers Updated (Due Thursday, April 14, 2023) SAC Upload Center Requirements
Mini Lab Wednesday, March 8, 2023 2:00 pm - 3:00 pm	<ul style="list-style-type: none"> Continuation Waivers (Due Thursday, April 14, 2023) Cognia eProve Customer Surveys (Administration Window: Wednesday, March 1- Friday, April 28, 2023) Monitoring SIP Goals SAC Upload Center Requirements
Open Lab Tuesday, March 14, 2023 9:00 am - 11:00 am	Q & A Session Pop in anytime within the time frame, with your School Improvement questions

*Revised 12-1-2022

*Topics and dates are subject to change.



2.

FLORIDA SCHOOL RECOGNITION PROGRAM



FLORIDA SCHOOL RECOGNITION PROGRAM (A+ FUNDS) USAGE



Schools must use their awards for one or any combination of the following:

- a) Nonrecurring faculty and staff bonuses,
- b) Nonrecurring expenditures for educational equipment or materials, or
- c) Hire temporary personnel to assist in maintaining and improving student performance.

Note: Schools and School Advisory Councils will use one or any combination of the choices above to create and approve proposals for the allocation of the awards.



FRINGE BENEFITS

Resource:

The 2022-23 Florida School Recognition Funding Analysis

Special Notes:

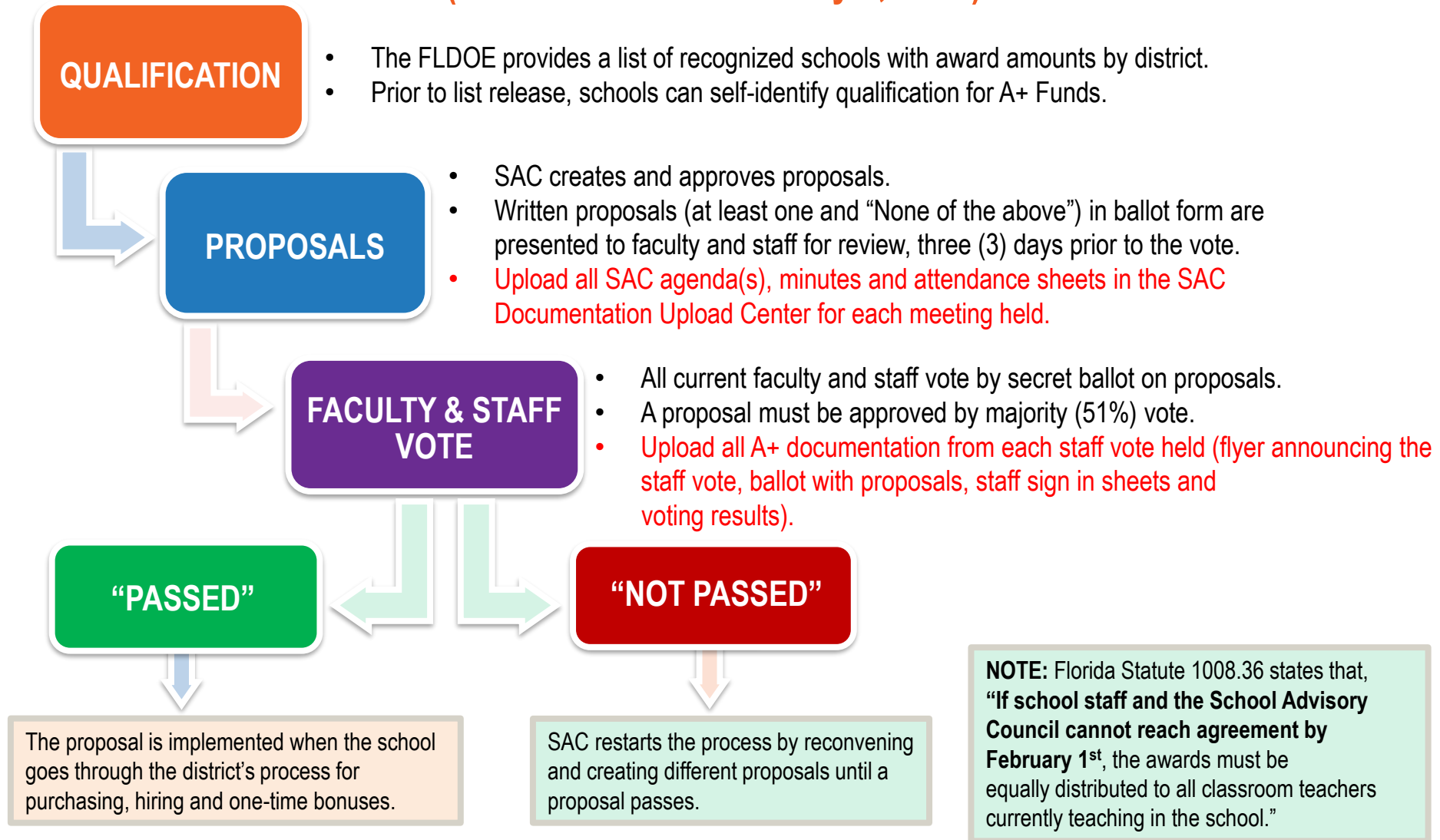
- Fringe taken prior to receiving funds
- Consider including a statement in your proposal to specify what will happen with that leftover money

School Name	Funding Amount	Fringe Benefit District Reserve	Total Award
Park Trails	179,427	16,507	195,934
Pasadena Lakes	73,133	6,728	79,861
Pembroke Lakes	113,698	10,460	124,158
Peters	98,254	9,039	107,293
Plantation Elem	91,914	8,456	100,370
Plantation Park	82,052	7,549	89,601
Pompano Beach	70,413	6,478	76,891
Riverglades	188,505	17,343	205,848
Riverside	115,216	10,600	125,816
Sandpiper	100,573	9,253	109,826
Sawgrass	152,485	14,029	166,514
Sea Castle	133,189	12,253	145,442
Silver Lakes	58,795	5,409	64,204
Silver Palms	81,969	7,541	89,510
Silver Shores	57,205	5,263	62,468
Sunland Park	47,865	4,404	52,269
Sunset Lakes	128,940	11,863	140,803
Sunshine	73,128	6,728	79,856
Tamarac	96,705	8,897	105,602
Marshall, Thurgood	53,291	4,903	58,194
Tropical	153,058	14,081	167,139
Village	88,372	8,130	96,502
Welleby	97,884	9,005	106,889
Winston Park	172,739	15,892	188,631
Young, Virginia S.	100,191	9,218	109,409



A+ FUNDS PROCESS FLOW CHART

(October 2022 – February 1, 2023)



SAC Meeting Minutes Reminders



- Discussion of ideas
- Proposals created
- Motion clearly stated to approve the final ballot
 - Who made the motion
 - Who seconded the motion
- Results of the vote to approve the ballot
 - Example: Vote passes 12 to 2
 - Roll Call of the vote (include names and vote)

NON-WINNING SAMPLE BALLOT

SAC Elementary School Florida School Recognition Program Ballot

Approximate Funds to be Allocated to SAC Elementary: \$47,804
Voting will take place on November 3, 2022

****An option must have
51% of the votes to win**

**Total Number of Staff
that Voted: 70**

ONLY Vote for 1 of the Options

Vote did not win

Options Listed Below:

32 (46%) Option 1:

- 15% of the funds will go to the school **to be used for students**. These funds may be utilized for incentives, field trips, the school carnival or anything that supports student learning or provides recognition for student achievement.
- 85% of the funds will be used for a **one-time bonus to be divided** amongst all the faculty and staff on the 2021-2022 Staff Roster. Staff must have worked at least 60% of the calendar year, during the 2021-2022 school year.

28 (40%) Option 2:

- 10% of the funds will go to the school **to be used for students**. These funds may be utilized for incentives, field trips, the school carnival or anything that supports student learning or provides recognition for student achievement.
- 75% of the funds will be used for a **one-time bonus to be divided** amongst all the faculty and staff on the 2021-2022 Staff Roster. Staff must have worked at least 60% of the calendar year, during the 2021-2022 school year.
- 15% of the funds will be used **to hire temporary personnel** for academic support.

10 (14%) Option 3:

None of the above



WINNING SAMPLE BALLOT

SIP Montessori Academy Florida School Recognition Program Ballot

*Approximate Funds to be Allocated to SIP Montessori Academy: \$90,000
Voting will take place on November 10, 2022*

*Total Number of Staff
that Voted: 65*

ONLY Vote for 1 of the Options

42 (65%) **Option 1: Winning Option**

- 25% of the funds will go to the school **to be used for students**. These funds may be utilized for incentives, field trips, the school carnival or anything that supports student learning or provides recognition for student achievement.
- 75% of the funds will be used for a **one-time bonus to be divided** amongst all the faculty and staff on the 2021-2022 Staff Roster. Staff must have worked at least 99 days of the 2021-2022 school year.

18 (28%) **Option 2:**

- 50% of the funds will go to the school **to be used for students**. These funds may be utilized to support student learning or provide recognition for student achievement.
- 50% of the funds will be used for a **one-time bonus to be divided** amongst the 2021-2022 and 2022-2023 faculty and staff.

5 (8%) **Option 3:**

- **None of the above**



This is an optional summary form that you can use for summarizing your votes.

School Recognition Funds Ballot Count Summary Sheet 2022-2023

Date:	12/4/22	School Name:	SAC Elementary
Principal	Shaquille Admin		
BTU Steward or Designee	Shannon Steward		
School Advisory Council Chair	Samantha Chair		
Other (Non-Instructional, etc.)			

Votes: Fill in your proposals below

1.	<ul style="list-style-type: none"> 25% of the funds will go to the school to be used for students. These funds may be utilized for incentives, field trips, the school carnival or anything that supports student learning or provides recognition for student achievement. 75% of the funds will be used for a one-time bonus to be divided amongst all the faculty and staff on the 2021-2022 Staff Roster. Staff must have worked at least 99 days of the 2021-2022 school year.
2.	<ul style="list-style-type: none"> 50% of the funds will go to the school to be used for students. These funds may be utilized to support student learning or provide recognition for student achievement. 50% of the funds will be used for a one-time bonus to be divided amongst the 2021-2022 and 2022-2023 faculty and staff.
3.	None of the above.

Option 1	Option 2	Option 3
Total Number of Votes: 42	Total Number of Votes: 18	Total Number of Votes: 5
Percentage of the Vote: % 65%	Percentage of the Vote: % 28%	Percentage of the Vote: % 8%

Final Result: Circle the option that had 51% or more of votes and include the passing percentage.

<input checked="" type="radio"/> Option 1	<input type="radio"/> Option 2	<input type="radio"/> Option 3
Passes with _____ 65 _____ %		

Signatures :

Principal	<i>Shaquille Admin</i>
BTU Steward (or Designee)	<i>Shannon Steward</i>
SAC Chair	<i>Samantha Chair</i>
Other if applicable	

11/18/2022



FLORIDA SCHOOL RECOGNITION PROGRAM CHECKLIST



Florida School Recognition Program (A+ Fund) Checklist Kelli Blackburn, School Improvement Coordinator

The following process must be successfully completed by February 1, 2023. Florida Statute 1008.36 states that, "If school staff and the School Advisory Council cannot reach agreement by February 1, the awards must be equally distributed to all classroom teachers currently teaching in the school." For clarification purposes, a classroom teacher is one who is assigned to a classroom with students on a daily basis.

Actions & Required Documents	1st Meeting	2nd Meeting (if applicable)	3rd Meeting (if applicable)
School Advisory Council (SAC) Meeting	Date:	Date:	Date:
Create written proposals in the form of a ballot for the allocation of the funds			
Ballot consists of 1 or 2 options and "None of the above"			
Conduct a vote of SAC membership to approve the proposal(s) and record results in the minutes (must have all required members and quorum)			
General Staff Meeting	Date:	Date:	Date:
Advertise the written proposal to entire staff at least 3 days prior to them voting			
Staff votes by secret ballot on the proposal			
Proposal with majority of votes (51%) will be implemented			
If "None of the above" receives a majority of the votes, SAC reconvenes to restart the process.			
SAC Upload Center Documentation (provide for each meeting and vote)	Date:	Date:	Date:
SAC Agenda			
SAC Meeting Minutes			
SAC Sign In Sheets (must meet quorum)			
SAC Approved Ballot Copy			
Staff Flyer Announcing the Vote			
Staff Voting Results			
Staff Voting Signature Sheets			

* All documents must be uploaded as a PDF

Revised 11/16/2022



A+ FUNDS MANDATORY DOCUMENTATION

All Florida School Recognition Program required documents must be placed in the SAC Upload Center (in pdf format) no later than Wednesday, February 1, 2023.

SAC Meeting (for each meeting held where A+ Funds are discussed):	Staff and Faculty Vote (for each vote held):
<ul style="list-style-type: none">• SAC Meeting Agenda• SAC Meeting Minutes• SAC Meeting Sign-In Sheets (must meet quorum to vote)• SAC Approved Ballot Copy	<ul style="list-style-type: none">• Flyer and/or Email Announcing the Staff Vote• Staff Voting Results or<ul style="list-style-type: none">• Ballot Count Summary Sheet (optional)• Staff Voting Signature Sheet(s)



The School Improvement Team Is Here To Support YOU!

Email or Call (754) 321-2500 and Visit our School Improvement Website

<https://www.browardschools.com/Page/47653>

