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SIP Bites – Mid-Year Reflection

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Schoolwide Improvement Plan Mid-Year Reflection in OSPA Central

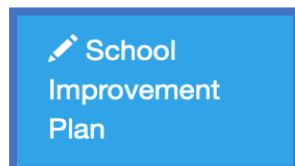
PLEASE NOTE: This guide is only for schools that completed their School Improvement Plan (SIP) in OSPA Central. If you completed a SIP in Florida CIMS, use the Florida Department of Education [Mid-Year Reflection Guide for State SIPS in CIMS](#). The guide is also below beginning on page 4.

The purpose of the Mid-Year Reflection is to facilitate discussion with school leadership to monitor and assess the progress being made in the Goals, Strategies & Activities targeted within the Schoolwide Improvement Plan (SIP).

Steps to Complete the Mid-Year Reflection

(Complete each step below for each goal in your SIP)

Step 1: In OSPA Central, click on School Improvement Plan.



Step 2: Scroll down to the *Goals, Strategies & Activities* section.



Step 3: Click on *Edit Mid-Year Reflection*

Goal	Strategies	Persons responsible	Deadline	Professional Development	Budget	Monitoring	Results	Mid-Year Reflection
By June 2022, 70 percent of the students in the lowest quartile in ELA will achieve a learning gain on the ELA FSA.	FSA Camp, Interventions	Administration, Teachers	5/13/2022	NA	\$2,342.22	We will monitor the attendance in FSA camp. We will also assess students and monitor the attendance every two weeks in their interventions. We will tweak interventions accordingly. We will measure academic progress using IReady assessments, chapter tests, BSA and FSA.		Edit Mid-Year Reflection
By June 2022, 75% of the students in the lowest quartile in math will achieve a learning gain in math on the math FSA.	Math Boot Camp, FSA Camp, Math Intervention Groups	Administration, Teachers	5/13/2022	NA	\$2,342.22	IReady assessments, chapter tests, BSA and FSA		Edit Mid-Year Reflection

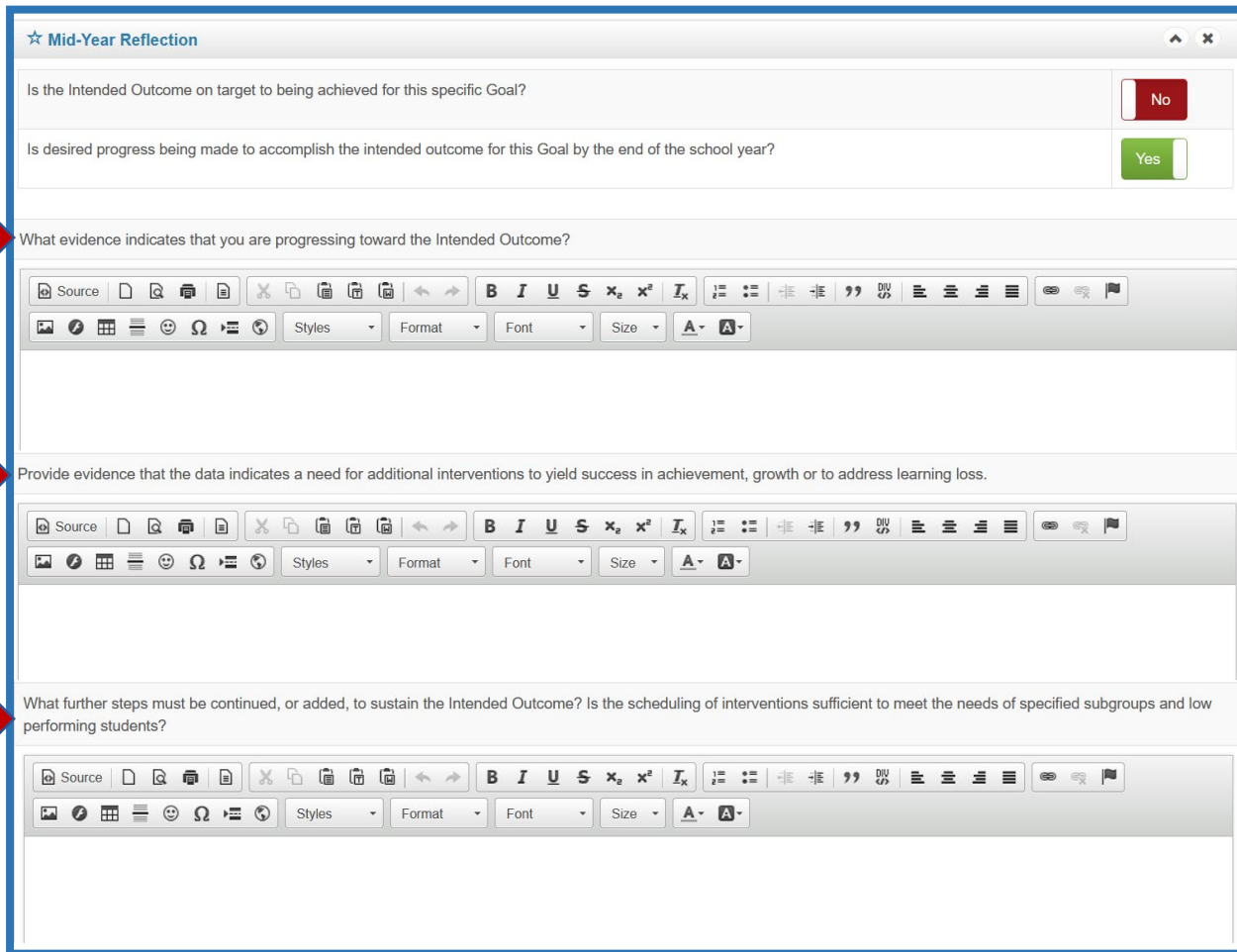
Step 4: Using the toggle, as indicated by the arrow, answer the two questions that address progress being made towards the Goal. The answers to each of these questions will determine the follow up questions for each goal.

☆ Mid-Year Reflection

Is the Intended Outcome on target to being achieved for this specific Goal? No

Is desired progress being made to accomplish the intended outcome for this Goal by the end of the school year? Yes

Step 5: Answer the subsequent questions that appear based on your answers to the two toggle questions.



☆ Mid-Year Reflection

Is the Intended Outcome on target to be achieved for this specific Goal?

Is desired progress being made to accomplish the intended outcome for this Goal by the end of the school year?

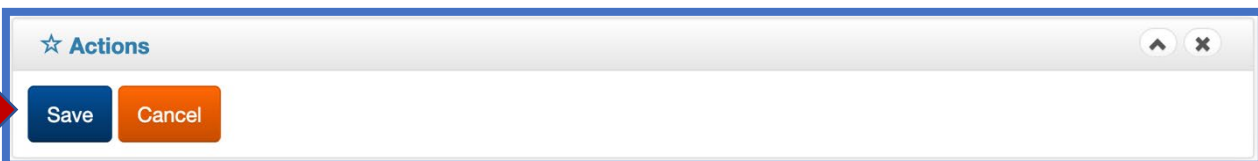
What evidence indicates that you are progressing toward the Intended Outcome?

Provide evidence that the data indicates a need for additional interventions to yield success in achievement, growth or to address learning loss.

What further steps must be continued, or added, to sustain the Intended Outcome? Is the scheduling of interventions sufficient to meet the needs of specified subgroups and low performing students?

The form contains three rich text editors, each with a red arrow pointing to its input area. Each editor includes a toolbar with icons for source, undo, redo, copy, paste, bold, italic, underline, strikethrough, link, unlink, bulleted list, numbered list, indent, outdent, quote, insert table, insert link, insert image, and a flag icon. Below the toolbar are dropdown menus for Styles, Format, Font, and Size, along with font color and background color pickers.

Step 6: After completing the series of questions, click the **Save** button at the bottom of the screen.



☆ Actions

A red arrow points to the 'Save' button.

Step 7: Repeat steps 1-6 for each goal in your SIP.



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2021-22

Schoolwide Improvement Plan Mid-Year Reflection



This guide provides step-by-step directions for school leaders to complete the Mid-Year Reflection with the Schoolwide Improvement Plan.

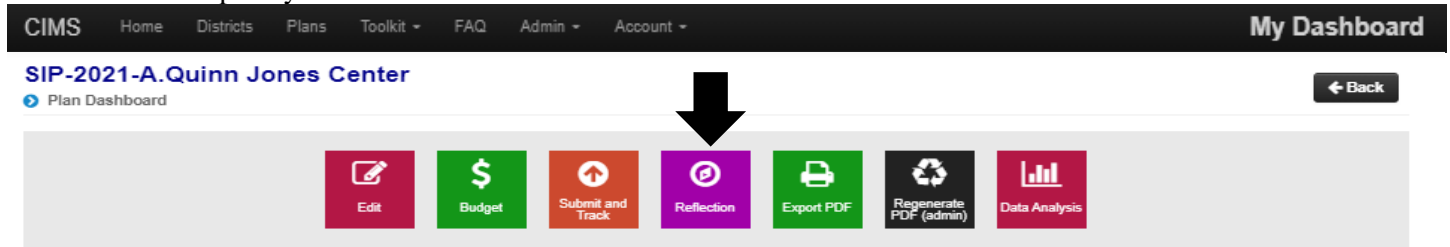
SIP: Mid-Year Reflection Companion Guide

The SIP is available at www.FloridaCIMS.org.

The purpose of the **Mid-Year Reflection** is to facilitate discussion with school leadership to monitor and assess the progress being made in the Area(s) of Focus targeted within the Schoolwide Improvement Plan (SIP). Schools and districts are strongly encouraged to collaborate with the Bureau of School Improvement Field Team to assist with this process.

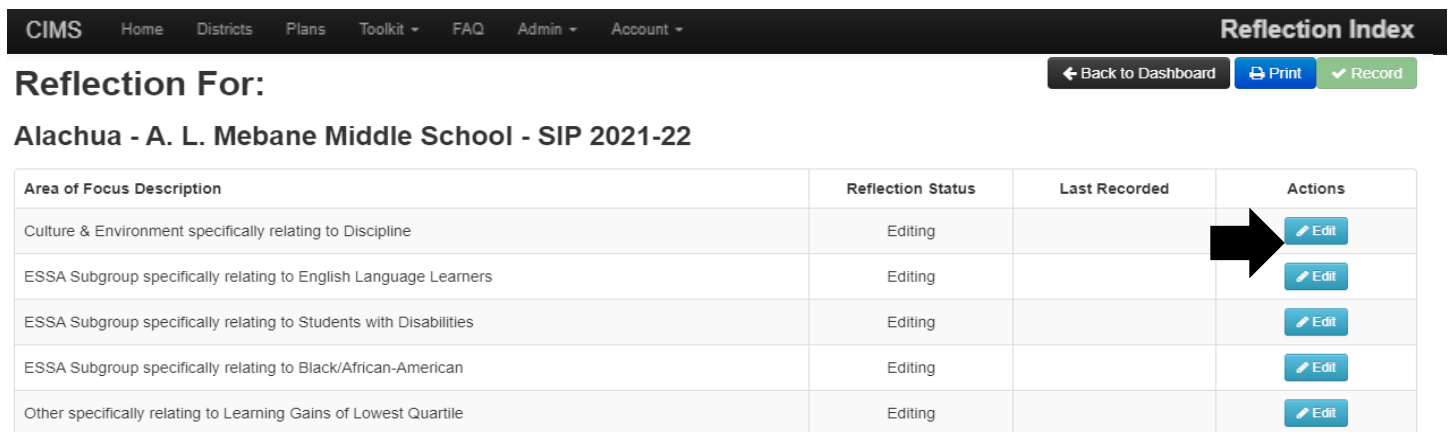
The Mid-Year Reflection is performed on the most recently edited version of your plan and addresses each Area of Focus described in the SIP.

The Mid-Year Reflection is available to schools on the plan dashboard of the SIP. Click on the **magenta Reflection** button to access and complete your Mid-Year Reflection.

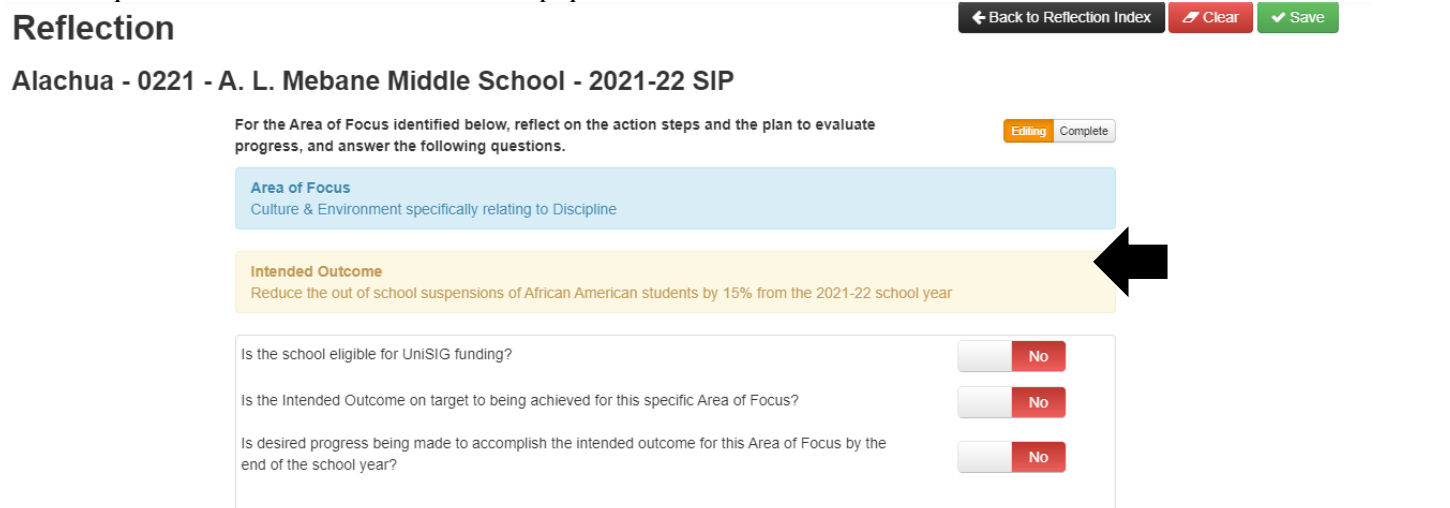


Steps to Complete the Mid-Year Reflection

Step 1: When you click on the **magenta Reflection** button, the Reflection Index page will show the Area(s) of Focus targeted within your SIP. Click **blue Edit** button to complete the series of questions for each Area of Focus.



Step 2: The next screen shows the specific Area of Focus as well as its Intended Outcome. Using the toggle, as indicated by the arrow, answer the two questions that address progress being made towards the Area of Focus. The answers to each of these questions will determine the follow up questions for each Area of Focus.



**SIP: Mid-Year Reflection
Companion Guide**

The SIP is available at www.FloridaCIMS.org.

Step 3: Answer the subsequent questions that appear based on your answers to the two toggle questions.

Area of Focus

Culture & Environment specifically relating to Discipline

Intended Outcome

Reduce the out of school suspensions of African American students by 15% from the 2021-22 school year

Is the school eligible for UniSIG funding?

 No


Is the Intended Outcome on target to being achieved for this specific Area of Focus?

 No

Is desired progress being made to accomplish the intended outcome for this Area of Focus by the end of the school year?

 No

Provide evidence of the implementation challenges and barriers the school encountered during the Fall semester. Describe the changes made to address these challenges and barriers.



What were the identified strengths and weaknesses of each completed action step during implementation?



Describe the new action steps needed to accomplish the intended outcome for the Area of Focus.



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Companion Guide**

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Step 4: After completing the series of questions, make sure to change each Area of Focus from the **orange Editing** to the **green Complete** using the toggle near the top of the screen.

Alachua - 0221 - A. L. Mebane Middle School - 2021-22 SIP

For the Area of Focus identified below, reflect on the action steps and the plan to evaluate progress, and answer the following questions.

Editing **Complete**



Area of Focus

Culture & Environment specifically relating to Discipline

Intended Outcome

Reduce the out of school suspensions of African American students by 15% from the 2021-22 school year

Is the school eligible for UniSIG funding?

No

Is the Intended Outcome on target to being achieved for this specific Area of Focus?

No

Is desired progress being made to accomplish the intended outcome for this Area of Focus by the end of the school year?

No

Step 5: Complete the steps above for each of the school's Area of Focus. When the reflection for each one has been completed, the Reflection Index page will change the status to **Complete**.

Reflection For:

← Back to Dashboard [Print](#) [Record](#)

Alachua - A. L. Mebane Middle School - SIP 2021-22

Area of Focus Description	Reflection Status	Last Recorded	Actions
Culture & Environment specifically relating to Discipline	Complete		View
ESSA Subgroup specifically relating to English Language Learners	Editing		Edit
ESSA Subgroup specifically relating to Students with Disabilities	Editing		Edit
ESSA Subgroup specifically relating to Black/African-American	Editing		Edit
Other specifically relating to Learning Gains of Lowest Quartile	Editing		Edit



Step 6: After completing the steps 1 through 5 for each identified Area of Focus, click the **green Record** button at the top of the page to submit the Mid-Year Reflection.

Reflection For:

← Back to Dashboard [Print](#) [Record](#)

Alachua - A. L. Mebane Middle School - SIP 2021-22

Area of Focus Description	Reflection Status	Last Recorded	Actions
Culture & Environment specifically relating to Discipline	Complete		View
ESSA Subgroup specifically relating to English Language Learners	Complete		View
ESSA Subgroup specifically relating to Students with Disabilities	Complete		View
ESSA Subgroup specifically relating to Black/African-American	Complete		View
Other specifically relating to Learning Gains of Lowest Quartile	Complete		View



**SIP: Mid-Year Reflection
Companion Guide**

The SIP is available at www.FloridaCIMS.org.


Step 7: Click the green **Yes, Record the Reflection** button to finalize the submission of your Mid-Year Reflection.

Are you ready to Record the Reflection for this survey?

Recording will add an event into the Tracking page for the survey,
including a PDF of the Reflection responses currently entered for each goal.

It is recommended that any reviews and edits among your team occur before you Record the Reflection.
You will be able to Record a revised Reflection, if needed, based on reviewer feedback.


← No, Go Back **✓ Yes, Record the Reflection**



Step 8: To save a copy of the Mid-Year Reflection, click the blue **Print** button to download a PDF version.

Reflection For: **← Back to Dashboard** **Print** **✓ Record**

Alachua - A.Quinn Jones Center - SIP 2020-21



Area of Focus Description	Reflection Status	Last Recorded	Actions
Instructional Practice specifically relating to ELA	Complete		View
Instructional Practice specifically relating to Math	Complete		View
ESSA Subgroup specifically relating to African-American	Complete		View
Culture & Environment specifically relating to Student Attendance	Complete		View

Upon completion of the Mid-Year Reflection, a review of initiatives funded with grants relating to School Improvement should be conducted. The funding sources for these grants may be from the Unified School Improvement Grant (UniSIG), and/or Turnaround School Supplemental Services Allocation (TSSSA). Approved initiatives that have not been implemented should be amended at this time in order to impact student achievement to the maximum benefit given the remaining time left in the school year.

Please collaborate with your district if an amendment is required. Guidance in submitting an amendment for each of the aforementioned grants can be found at each of the links below:

UniSIG: <https://www.floridacims.org/downloads?category=unisig> Use the tab titled “UniSIG Amendment Request Guide”

TSSSA: <https://www.floridacims.org/downloads?category=tsssa> Use the tab titled “TSSSA Amendment Request Form”