

St. Johns County School District

# St. Johns Virtual Instructional Program



2017-18 School Improvement Plan

## St. Johns Virtual Instructional Program

2980 COLLINS AVE, St. Augustine, FL 32084

www-sjvs.stjohns.k12.fl.us

### School Demographics

School Type and Grades Served (per MSID File)	2016-17 Title I School	2016-17 Economically Disadvantaged (FRL) Rate (As Reported on Survey 3)
Elementary School KG-6	No	0%
Primary Service Type (per MSID File)	Charter School	2016-17 Minority Rate (Reported as Non-white on Survey 2)
K-12 General Education	No	0%

### School Grades History

Year	2016-17	2015-16	2014-15
Grade	A	C	A*

*\*Informational Baseline School Grade*

**Note:** The school grades calculation was revised substantially for the 2014-15 school year to implement statutory changes made by the 2014 Legislature and incorporate the new Florida Standards Assessments. The 2014-15 school grades serve as informational baseline data that schools can use to improve in future years.

### School Board Approval

This plan is pending approval by the St. Johns County School Board.

### SIP Authority and Template

Section 1001.42(18), Florida Statutes, requires district school boards to annually approve and require implementation of a school improvement plan (SIP) for each school in the district that has a school grade of D or F.

The Florida Department of Education (FDOE) SIP template meets all statutory and rule requirements for traditional public schools and incorporates all components required for schools receiving Title I funds. This template is required by State Board of Education Rule 6A-1.099811, Florida Administrative Code, for all non-charter schools with a current grade of D or F (see page 4). For schools receiving a grade of A, B, or C, the district may opt to require a SIP using a template of its choosing.

This document was prepared by school and district leadership using the FDOE's school improvement planning web application located at <https://www.floridacims.org>.

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## Purpose and Outline of the SIP

The SIP is intended to be the primary artifact used by every school with stakeholders to review data, set goals, create an action plan and monitor progress. A corollary at the district level is the District Improvement and Assistance Plan (DIAP), designed to help district leadership make the necessary connections between school and district goals in order to align resources. The Florida Department of Education encourages schools to use the SIP as a “living document” by continually updating, refining and using the plan to guide their work throughout the year. This printed version represents the SIP as of the “Date Modified” listed in the footer.

### Part I: Current School Status

Part I organizes the current status of the school around five domains inspired by the 5Essentials framework: Supportive Environment, Family and Community Involvement, Effective Leadership, Public and Collaborative Teaching, and Ambitious Instruction and Learning. Questions regarding the school’s Multi-Tiered System of Supports have been embedded throughout this part to demonstrate how data is used by stakeholders to understand the needs of all students and allocate appropriate resources in proportion to those needs.

### Part II: Needs Assessment

Part II requires the school to review performance and early warning systems data in order to develop strategic goals and associated data targets (i.e., “SMART goals”) for the coming school year in context of the school’s greatest strengths and needs. An online tool was developed, which includes data visualizations and processing questions to support problem identification, problem analysis and strategic goal formulation.

### Part III: 8-Step Planning and Problem Solving for Implementation

Part III enables the school to develop implementation plans for its highest-priority goals. With the overview of the current state of the school in mind and the strategic goals identified through the needs assessment, the planning team engages in a facilitated planning and problem-solving process, through which they

- Define strategic goals and establish targets to be reached by successfully achieving the goals (Step 1)
- Identify barriers that could hinder achieving those goals and resources that could be used to eliminate or reduce barriers (Step 2)
- Select high-priority barriers they want to address initially (Step 3)
- Design implementation and monitoring plans for strategies to resolve selected barriers (Steps 4-7)
- Determine how they will monitor progress toward each goal (Step 8)

### Appendices

The following appendices, automatically-generated from content entered in Part III, are included in this document:

- Appendix 1 is a timeline of all action steps and monitoring activities
- Appendix 2 is an outline of all professional development opportunities and technical assistance items
- Appendix 3 is a report of the budget needed to implement the strategies

## Differentiated Accountability

Florida's Differentiated Accountability (DA) system, established in [section 1008.33, Florida Statutes](#), is a statewide network of strategic support, differentiated by need according to performance data, provided to districts and schools in order to improve leadership capacity, teacher efficacy, and student outcomes. Through a data-driven planning and problem-solving process, DA field teams collaborate with district leadership to design, implement, and refine strategic goals and action plans that are documented in the SIP.

### DA Regions

Florida's DA network is divided into four geographical regions, each served by a field team led by a regional executive director (RED).

### DA Categories

At the start of each academic year, traditional schools are classified for DA support in two categories based on the most recent school grades data available. Descriptions of each DA category along with the state support and interventions provided are set forth by [Rule 6A-1.099811, Florida Administrative Code](#):

- **Not in DA** - A school with a current school grade of A, B, or C; charter schools; and ungraded schools.
- **Targeted Support and Improvement** - A school with a current school grade of an initial D.
- **Comprehensive Support and Improvement** - A school with a current school grade of F or two consecutive grades of D, or a high school with a graduation rate of 67 percent or less in the most recent data release.

### DA Turnaround Status

Additionally, Comprehensive Support and Improvement schools have a turnaround status of "Implementing," based on a school's grades history, including the current school grade:

- Implementing - A school with a status of "Implementing" requires the district to submit a turnaround plan to the State Board of Education for approval and implementation. A school remains in "Implementing" status until its school grade improves to a C or higher.

### 2017-18 DA Category and Statuses for St. Johns Virtual Instructional Program

DA Region and RED	DA Category and Turnaround Status
Northeast - <a href="#">Wayne Green</a>	Not In DA - N/A

## I. Part I: Current School Status

### A. Supportive Environment

#### 1. School Mission and Vision

##### a. Provide the school's mission statement

Our mission is to ensure all students are provided with an academically rich and rigorous education through online learning opportunities that meet the needs of today's diverse learners.

##### b. Provide the school's vision statement

The vision of St. Johns Virtual School is to be leaders in innovative teaching through online and blended learning programs that use best practices to promote academic excellence and life long learning in a student-centered environment.

#### 2. School Environment

##### a. Describe the process by which the school learns about students' cultures and builds relationships between teachers and students

Unlike a traditional school, St. Johns Virtual School teachers work almost exclusively with students on a one on one basis. This one on one communication allows teachers and students to build strong, honest relationships without the influence of distractions or peer pressure. Open houses are held at the beginning of the school year to set the tone and review expectations for students and parents. Students, parents and teachers are required to communicate at least once a month, but communication often occurs more frequently in the form of progress reports, online and on campus teaching sessions, discussion based assessments, question and answer sessions and via course welcome pages. Building relationships is paramount in an online environment. Our teachers strive to create a welcoming, non traditional environment where students can reach their maximum potential.

##### b. Describe how the school creates an environment where students feel safe and respected before, during and after school

Instruction at St. Johns Virtual School follows a mastery model which embraces a growth mindset. Students are able to resubmit assignments based on teacher feedback. Acceleration and remediation are celebrated as paths to success. Strong relationships with families and students allow for honest communication regarding student progress, strengths, and areas of challenge. 21st Century Skills are embraced by providing the students the ability to work at their own pace and holding them accountable so they meet goals and expectations. Due to the nature of virtual school, students have 24 hour access to their courses, assignments and recorded class sessions.

##### c. Describe the schoolwide behavioral system in place that aids in minimizing distractions to keep students engaged during instructional time. This may include, but is not limited to, established protocols for disciplinary incidents, clear behavioral expectations, and training for school personnel to ensure the system is fairly and consistently enforced

Student progress is frequently monitored by the SJVS guidance counselor, Melissa Scott and the SJVS Program Coordinator, Michael Eisen. SJVS teachers make sure students are maintaining a pace that promotes consistent learning. If a student falls behind pace or demonstrates academic decline, a meeting is scheduled to re-evaluate the student's placement. Students are also given a 21 day grace period. If a student withdraws from a course/courses during the grace period, they are removed with no academic penalty. The faculty and administration participates in periodic monitoring

meetings to discuss individual student progress. If a student is falling behind academically, the student is placed on an action plan to correct the issue.

**d. Describe how the school ensures the social-emotional needs of all students are being met, which may include providing counseling, mentoring and other pupil services**

SJVS Guidance Counselor, Melissa Scott, will host monthly webinars on a variety of topics for students and families. Topics will range from internet safety and developing leadership skills to scholarship information and digital citizenship. Our guidance department will also be available to meet with students for one on one counseling at the SJVS offices.

**3. Early Warning Systems**

The school's response to this section may address the requirements of ESSA, P.L. No. 114-95, § 1114(b)(7)(A)(i) and (b)(7)(A)(iii)(III).

**a. Describe the school's early warning system and provide a list of the early warning indicators used in the system**

In addition to the criteria mentioned above, the students will have their progress and academic success monitored by both the Program Coordinator and the Guidance Counselor. Attendance is measured in terms of student progress and pace. Full Time students are required to maintain academic success and pace according to each course's individual pace chart. Faculty and Administration will also meet quarterly to discuss student progress. Students who are behind or struggling academically will be placed on an action plan.

**b. Provide the following data related to the school's early warning system**

**1. The number of students by grade level that exhibit each early warning indicator:**

Indicator	Grade Level												Total	
	K	1	2	3	4	5	6	7	8	9	10	11		12
Attendance below 90 percent	0	0	0	0	0	0	0	0	2	2	2	3	1	10
One or more suspensions	0	0	0	0	0	0	0	0	1	0	0	1	0	2
Course failure in ELA or Math	0	0	0	0	0	0	0	0	0	0	0	4	0	4
Level 1 on statewide assessment	0	0	0	0	0	0	1	0	0	0	0	1	0	2

**The number of students identified by the system as exhibiting two or more early warning indicators:**

Indicator	Grade Level												Total	
	K	1	2	3	4	5	6	7	8	9	10	11		12
Students exhibiting two or more indicators	0	0	0	0	0	0	0	0	0	0	0	2	0	2

**c. Describe all intervention strategies employed by the school to improve the academic performance of students identified by the early warning system**

Students identified by the Early Warning Systems will receive weekly monitoring and participate in additional communication from the guidance counselor and program coordinator.

**B. Family and Community Engagement**

The school's response to this section may address the requirements of ESSA, P.L. No. 114-95, § 1114(b)(2) and (b)(7)(A)(iii)(I).

**1. Describe how the school works at building positive relationships with families to increase involvement, including efforts to communicate the school's mission and vision, and keep parents informed of their child's progress**

**a. Will the school use its Title I Parent and Family Engagement Policy (PFEP) to satisfy this question?**

No

**1. PFEP Link**

The school completes a Parental Involvement Plan (PFEP), which is available at the school site.

**2. Description**

Parent Participation in school sponsored events will be at least 40%. The SJVS website and live virtual presentations will be used to provide an additional option for families to receive information and participate in school sponsored events. Orientation videos and and monthly updates will be sent out to families.

**2. Describe the process by which the school builds and sustains partnerships with the local community for the purpose of securing and utilizing resources to support the school and student achievement**

Community outreach will be a priority for SJVS for the 2017-2018 school year. We have already hosted 2 open houses where families can meet their child's teachers. A video of the orientation was created and posted to the SJVS website to increase participation. An orientation was also created to introduce home school families to the support they can receive from SJVS. Our staff has also visited local schools to answer questions from students and administration regarding SJVS.

We will bring our community outreach to district stakeholders to inform them of the services SJVS offers. We also plan to pursue CTE courses where students can test for certification upon completion. This goal will require the coordination of community partners. The funding raised from successful certification scores will allow us to build individual programs.

**C. Effective Leadership**

**1. School Leadership Team**

**a. Membership**

Identify the name, email address and position title for each member of the school leadership team.:

Name	Title
Eisen, Michael	Assistant Principal
Erskine, Ryan	Registrar
Kline, Elizabeth	Teacher, K-12
Scott, Melissa	Guidance Counselor
Williams, Cynthia	Principal
Jones, Kathy	Administrative Support

**b. Duties**

**1. Describe the roles and responsibilities of the members, including how they serve as instructional leaders and practice shared decision making**



Cynthia Williams-Principal-St. Johns Virtual School-Instructional Leadership and progress monitoring.  
 Michael Eisen--Program Coordinator - Serves as the district liaison for virtual and blended instruction as well as credit recovery. Monitors student progress and communicates with stakeholders.

Kathy Jones- Data Operator/Recorder -Coordinates district communication through the district data management system.

Melissa Scott--Counselor/Student advocate - Meets with families and students to discuss expectations, reviews applications and monitors student progress.

Ryan Erskine-Registrar-Serves SJVS by registering and placing students . The registrar creates the master schedule.

Elizabeth Kline-Teacher grades 4-6/SAC Chair. Coordinates stakeholders and brings topics to the SAC team meetings.

Each member of Leadership Team provides their piece of expertise to discussions and decisions. The diversity of the team allows us to make well rounded decisions with a big picture view.

**2. Describe the process through which school leadership identifies and aligns all available resources (e.g., personnel, instructional, curricular) in order to meet the needs of all students and maximize desired student outcomes. Include the methodology for coordinating and supplementing federal, state and local funds, services and programs. Provide the person(s) responsible, frequency of meetings, how an inventory of resources is maintained and any problem-solving activities used to determine how to apply resources for the highest impact**

SJVS is able to maximize desired student outcomes through the use of our mastery model. Students are able to resubmit assignments based on teacher feedback. Students and teachers are encouraged to embrace technology to increase communication and instruction. Teachers will text message to meet the family's communication needs and use virtual classrooms through Blackboard Collaborate to provide distance learning. Students are able to work according to a schedule that will allow them the greatest success.

## 2. School Advisory Council (SAC)

### a. Membership

Identify the name and stakeholder group for each member of the SAC.:

Name	Stakeholder Group
Cynthia Williams	Principal
Mike Eisen	Education Support Employee
Mary Maddox	Teacher
Victoria Guttinger	Teacher
Elizabeth Lassetter	Teacher
Chase Gatchell	Student
Ronda Gatchell	Parent
Brooke Bernstein	Student
Jill Berstein	Parent
Kristine Solomon	Teacher
Nick Valiades	Teacher
Elizabeth Kline	Teacher
George Mastoridis	Education Support Employee

### b. Duties

**1. Provide a description of the SAC's involvement with the following activities, as required by section 1001.452(2), Florida Statutes**

The school's response to this question may address the requirements of ESSA, P.L. No. 114-95, § 1114(b)(2).

*a. Evaluation of last year's school improvement plan*

At the end of the 2016-2017 school year stakeholder surveys were analyzed for strengths and weaknesses. Feedback was used to guide goal setting for the 2017-2018 school year.

*b. Development of this school improvement plan*

The SAC Team meets monthly with the purpose of school improvement. In addition to helping create the School Improvement Plan, the SAC Team supports SJVS by providing a "big picture" view of the state of the school by providing feedback and helping the school meet it's academic goals.

*c. Preparation of the school's annual budget and plan*

The cost for the goals set for the 2017-2018 school (Blackboard Collaborate accounts, Teacher training) year have already been incorporated in the contract costs with FLVS.

**2. Describe the use of school improvement funds allocated last year, including the amount budgeted for each project**

The cost for the goals set for the 2017-2018 school (Blackboard Collaborate accounts, Teacher training) year have already been incorporated in the contract costs with FLVS.

**3. Verify that the school is in compliance with section 1001.452, Florida Statutes, regarding the establishment requirements and duties of the SAC**

Yes

*a. If the school is not in compliance, describe the measures being implemented to meet SAC requirements*

**3. Literacy Leadership Team (LLT)**

**a. Membership**

Identify the name and position title for each member of the school-based LLT or similar group, if applicable.:

Name	Title
Eisen, Michael	Assistant Principal
Guttinger, Victoria	Teacher, K-12
Vasiliades, Nick	Teacher, K-12
Solomon, Kristine	

**b. Duties**

**1. Describe how the LLT or similar group promotes literacy within the school, if applicable**

The St. Johns Virtual School curriculum has a high level of rigor due to the quantity of text. The curriculum, which is provided by the Florida Virtual School, corresponds with both Florida State and Common Core Standards. During direct instruction, teachers will reinforce reading strategies and Common Core skills used to find evidence in the text to justify student responses. The Literacy Leadership Team will also sponsor activities such as "Book Battles" to promote literacy.

**D. Public and Collaborative Teaching**

The school's responses to this section may address the requirements of ESSA, P.L. No. 114-95, § 1114(b)(7)(A)(iii)(IV).

### **1. Describe the school's strategies to encourage positive working relationships between teachers, including collaborative planning and instruction**

Teachers will be involved in PLCs in which they will share and discuss strategies and best practices. Our full time teachers will also participate in statewide conferences which focus on successful online instruction. Both full time and part time teachers will receive monthly professional development where they will work in small groups to increase efficiency, customer service, and knowledge in their subject areas. Teachers will also be able to recognize one another through our referral program which recognizes teacher contributions.

### **2. Describe the school's strategies to recruit, develop and retain highly qualified, certified-in-field, effective teachers to the school**

SJVS will continue to work with the curriculum department to identify teachers who would be a good fit for joining SJVS in a part time capacity. For the 2017-2018, all part time positions were posted on the District Website to recruit from a larger pool of teachers. We will continue to work with FLVS to have teachers trained in an efficient manner to help with student demand. Once on board teachers are paired with mentors who will guide them towards success.

### **3. Describe the school's teacher mentoring program, including the rationale for pairings and planned mentoring activities**

Our mentoring program is based on a strength based system which will allow the SJVS coordinator to partner mentors and mentees based on the mentor's strengths, subject area, and the mentee's areas of growth. SJVS has created 2 lead teacher positions to address professional development and mentoring of new teachers. The program coordinator will conduct monthly walkthroughs with teachers.

## **E. Ambitious Instruction and Learning**

### **1. Instructional Programs and Strategies**

#### **a. Instructional Programs**

##### ***1. Describe how the school ensures its core instructional programs and materials are aligned to Florida's standards***

SJVS uses K12 Inc and Connexus. curriculum. Courses are vetted, through curriculum providers, to ensure they match the demands of state and Common Core standards. Assignments and materials are linked to state standards. Virtual direct instruction is also used to reinforce standards and guide students through the challenges of Common Core. It is mandatory for students to complete one on one monthly conferences to ensure mastery is made in all courses.

Teacher representatives from each course and or grade level will meet four times a year with district Subject Area Specialists to develop/review curriculum maps, quarterly formative assessments and teacher resources to include instructional materials. These District Professional Learning Communities work to ensure that curriculum, instruction and assessment are based on applicable state standards. This process is in addition to a standards based instructional materials review program that is used when the district adopts the primary instructional materials for a course.

#### **b. Instructional Strategies**

##### ***1. Describe how the school uses data to provide and differentiate instruction to meet the diverse needs of students. Provide examples of how instruction is modified or supplemented***

**to assist students having difficulty attaining the proficient or advanced level on state assessments**

Data is used on a daily basis in an online environment to measure student progress. Students are expected to maintain a pace that promotes consistent learning. Students in need of supplemental instruction can reach out to their teachers for one on one instruction virtually or face to face. When the data shows students are struggling or not working to their potential, teachers are able to differentiate instruction based on the student's needs.

**2. Provide the following information for each strategy the school uses to increase the amount and quality of learning time and help enrich and accelerate the curriculum:**

**Strategy:** Extended School Day

**Minutes added to school year:**

St. Johns Virtual School Teachers are available to students for an extended time on a daily basis. Teachers work hours range from 8am-8pm, giving essentially 4 extra hours a day for student contact and education.

**Strategy Rationale**

SJVS teachers meet with students on a one on one basis. With each students working on their own pace and schedule, it requires SJVS teachers to be available after traditional school hours.

**Strategy Purpose(s)**

- Core Academic Instruction

**Person(s) responsible for monitoring implementation of the strategy**

Eisen, Michael, michael.eisen@stjohns.k12.fl.us

**Data that is or will be collected and how it is analyzed to determine effectiveness of the strategy**

Students attending one on one instruction or attending large group direct instruction will be assessed to track student success.

**2. Student Transition and Readiness**

**a. PreK-12 Transition**

The school's response to this question may address the requirements of ESSA, P.L. No. 114-95, § 1114(b)(7)(A)(iii)(V).

**1. Describe the strategies the school employs to support incoming and outgoing cohorts of students in transition from one school level to another**

SJVS serves students from k-12 so communication between our elementary teachers, middle school teachers, and high school teachers is conducted through frequent communication on individual student needs. We also strategically allow students and teachers to "loop" from one school level to another while remaining with the same teacher. For example, a student may move from 8th grade Social Studies to 9th grade Social Studies and, if requested by the student, keep the same teacher. This provides greater consistency and allows students and teachers to build stronger relationships where strengths and weaknesses can be addressed earlier.

**b. College and Career Readiness**

**1. Describe the strategies the school uses to advance college and career awareness, which may include establishing partnerships with business, industry or community organizations**

Our guidance department will be meeting with upperclassmen to provide college and career information in addition to meeting one on one with students. College and career readiness will also be a topic of the monthly virtual guidance meetings.

**2. Identify the career and technical education programs available to students and industry certifications that may be earned through those respective programs**

SJVS is in the process of researching the option of offering CTE courses that would allow students to test for industry certification. SJVS partners with FLVS to provide access to CTE courses.

**3. Describe efforts the school has taken to integrate career and technical education with academic courses (e.g., industrial biotechnology) to support student achievement**

We are currently in the process of reviewing CTE tracts, from a variety of curriculum providers, for SJVS students that could result in the ability to test for industry certification.

**4. Describe strategies for improving student readiness for the public postsecondary level based on annual analysis of the [High School Feedback Report](#), as required by section 1008.37(4), Florida Statutes**

The High School Feedback Report displays the need for all subject areas to increase their attention to reading strategies and standards. All SJVS instructors will make reading strategies a part of every large group direct instruction opportunity.

## II. Needs Assessment

The school's completion of this part may address the requirements of ESSA, P.L. No. 114-95, § 1114(b)(6).

### A. Problem Identification

#### 1. Data to Support Problem Identification

##### b. Data Uploads

Data uploads are not required by the Florida Department of Education but are offered as a tool for the needs assessment. In this section, the school may upload files of locally available data charts and graphs being used as evidence of need.

The following documents were submitted as evidence for this section:

*No files were uploaded*

#### 2. Problem Identification Summary

This section is not required by the Florida Department of Education but is provided as an opportunity for the school to summarize the points of strength and areas of need that have been identified in the data.

### B. Problem Analysis Summary

This section is not required by the Florida Department of Education but is provided as an opportunity for the school to summarize the underlying "why"? or root causes for the areas of need identified in the data, as determined by situational awareness of, and research conducted by, the stakeholders involved in the needs assessment.

### C. Strategic Goals

## School Improvement Goals

The following key is intended to help readers understand how the sections of this document correspond to the steps of the 8-step planning and problem-solving framework used in the School Improvement Plan. The Quick Key numbers can help registered users go directly to the point of entry for any given goal, barrier and strategy within the online survey.

### Problem Solving Key

**G** = Goal

**B** =  
Barrier

**S** = Strategy

**1** = Problem Solving Step     S123456 = Quick Key

## Strategic Goals Summary

- G1.** 95% of SJVS Full Time students will meet or exceed the program requirements for graduation or grade level promotion.
- G2.** SJVS will demonstrate greater community involvement with district stakeholders by initiating community outreach opportunities to increase enrollment by 5%, establish stronger relationships with district schools, and learn best practices by visiting established virtual programs around the state and participating in state and national conferences.
- G3.** 80% of students will demonstrate an increased level of mastery in math through the implementation of virtual direct instruction and the use of teacher professional learning communities.

## Strategic Goals Detail

For each strategic goal, this section lists the associated targets (i.e., "SMART goals"), targeted barriers to achieving the goal, resources available to help reduce or eliminate the barriers, and the plan for monitoring progress toward the goal.

**G1.** 95% of SJVS Full Time students will meet or exceed the program requirements for graduation or grade level promotion. 1a

G088748

**Targets Supported** 1b

Indicator	Annual Target
Retained Students	95.0

**Targeted Barriers to Achieving the Goal** 3

- Attendance, Attendance for virtual sessions, increased progress monitoring needed.

**Resources Available to Help Reduce or Eliminate the Barriers** 2

- Blackboard Collaborate, Faculty and Administrative progress monitoring

**Plan to Monitor Progress Toward G1.** 8

Monitor the implementation of quarterly meetings, faculty participation, and the creation of parent meetings.

Administration will also monitor student progress.

**Person Responsible**

Michael Eisen

**Schedule**

Quarterly, from 8/10/2017 to 5/24/2018

**Evidence of Completion**

Faculty participation and attendance in quarterly meetings. The establishment of a calendar of quarterly meetings and necessary parent meetings. The progress monitoring of the Student Action Plans.

**G2.** SJVS will demonstrate greater community involvement with district stakeholders by initiating community outreach opportunities to increase enrollment by 5%, establish stronger relationships with district schools, and learn best practices by visiting established virtual programs around the state and participating in state and national conferences. 1a

G088749

**Targets Supported** 1b

Indicator	Annual Target
Attendance rate	95.0

**Targeted Barriers to Achieving the Goal** 3

- Time, Travel, Cost, Time Away

**Resources Available to Help Reduce or Eliminate the Barriers** 2

- Faculty, Increased staff (registrar & guidance counselor)

**Plan to Monitor Progress Toward G2.** 8

Data will be collected to show the growth in the number of homeschooled students added to SJVS.

**Person Responsible**

Michael Eisen

**Schedule**

Monthly, from 8/10/2017 to 5/24/2018

**Evidence of Completion**

The number of home school students added to SJVS will be measured against the number of home school students from prior years.



**G3.** 80% of students will demonstrate an increased level of mastery in math through the implementation of virtual direct instruction and the use of teacher professional learning communities. 1a

G088750

**Targets Supported** 1b

Indicator	Annual Target
Math Gains	80.0

**Targeted Barriers to Achieving the Goal** 3

- Student attendance, training

**Resources Available to Help Reduce or Eliminate the Barriers** 2

- 

**Plan to Monitor Progress Toward G3.** 8

During the individual teacher "walkthroughs" the program coordinator and teacher will measure monthly progress.

**Person Responsible**

Michael Eisen

**Schedule**

Monthly, from 8/10/2017 to 5/24/2018

**Evidence of Completion**

Making academic progress based on the students online assessments in math.

## Action Plan for Improvement

*For each strategy selected in the plan to reduce a targeted barrier to a strategic goal, this section lists the rationale for that strategy (i.e., why the school believes it will reduce the barrier) and the action steps that have been identified as necessary to implementing the strategy, including details such as the point person, timing and duration, and evidence of completion. At the end of each set of action steps is the plan for monitoring the implementation and effectiveness of the respective strategy.*

### Problem Solving Key

**G** = Goal                      **B** =  
   Barrier                      **S** = Strategy

**1** = Problem Solving Step       S123456 = Quick Key

**G1.** 95% of SJVS Full Time students will meet or exceed the program requirements for graduation or grade level promotion. **1**

 G088748

**G1.B1** Attendance, Attendance for virtual sessions, increased progress monitoring needed. **2**

 B236121

**G1.B1.S1** Advertise the importance of attending the live classes and watching teacher made videos via alert now messages, phone calls, and posting this information and schedule on the teacher's announcement page. **4**

 S248911

### **Strategy Rationale**

We want families to make informed decisions of how attendance of live classes and view of teacher made videos would benefit their child's academic success on course work and state assessments.

### **Action Step 1** **5**

Faculty and Administration will meet quarterly to discuss student progress and issue action plans for individual student performance improvement. Parent meetings will also be scheduled to reinforce expectations.

#### **Person Responsible**

Michael Eisen

#### **Schedule**

Quarterly, from 8/10/2017 to 5/24/2018

#### **Evidence of Completion**

Student progress will be documented quarterly to make sure they are in compliance with the program expectations. Outcomes from the parent meetings and action plans created will be documented. Number of views of teacher made videos will be monitored.

**Action Step 2** 5

Faculty and Administration will meet quarterly to discuss student progress and issue action plans for individual student performance improvement. Parent meetings will also be scheduled to reinforce expectations.

**Person Responsible**

Michael Eisen

**Schedule**

Quarterly, from 8/10/2017 to 5/24/2018

***Evidence of Completion***

Student progress will be documented quarterly to make sure they are in compliance with the program expectations. Outcomes from the parent meetings and action plans created will be documented. Number of views of teacher made videos will be monitored.

**Plan to Monitor Fidelity of Implementation of G1.B1.S1** 6

Reports will be run quarterly to monitor student progress.

**Person Responsible**

Michael Eisen

**Schedule**

Quarterly, from 8/10/2017 to 5/24/2018

***Evidence of Completion***

Data Analyst and Administration will document reports of student progress.

**Plan to Monitor Effectiveness of Implementation of G1.B1.S1** 7

Student pace charts and completion rates will be collected quarterly to make sure students are meeting the SJVS expectations for pace and academic success.

**Person Responsible**

Ryan Erskine

**Schedule**

Quarterly, from 8/10/2017 to 5/24/2018

***Evidence of Completion***

Reports will be run to measure student progress. Meeting between faculty and administration will be documented as will outcome of parent meetings. Student action plans will also be documented.

**G2.** SJVS will demonstrate greater community involvement with district stakeholders by initiating community outreach opportunities to increase enrollment by 5%, establish stronger relationships with district schools, and learn best practices by visiting established virtual programs around the state and participating in state and national conferences. 1

G088749

**G2.B1** Time, Travel, Cost, Time Away 2

B236122

**G2.B1.S1** Initiate opportunities for SJVS to meet with St. Johns County home school groups. 4

S248912

### Strategy Rationale

Increase enrollment with home schooled students in St. Johns County.

### Action Step 1 5

SJVS will schedule virtual meetings with home school groups in St. Johns County.

#### Person Responsible

Michael Eisen

#### Schedule

Monthly, from 8/10/2017 to 5/24/2018

#### Evidence of Completion

Student/Parent sign-in information and Teacher collected materials such as email addresses of prospective SJVS families.

### Action Step 2 5

SJVS will travel to districts across the state to learn best practices and model successful programs.

#### Person Responsible

Michael Eisen

#### Schedule

Monthly, from 8/10/2017 to 5/24/2018

#### Evidence of Completion

Quarterly review of events attended with Cynthia Williams.

**Plan to Monitor Fidelity of Implementation of G2.B1.S1** 6

Quarterly Reports created for review.

**Person Responsible**

Michael Eisen

**Schedule**

Monthly, from 8/10/2017 to 5/24/2018

***Evidence of Completion***

Quarterly review of events attended with Cynthia Williams.

**Plan to Monitor Effectiveness of Implementation of G2.B1.S1** 7

Monitoring number of students added to SJVS program from home school families.

**Person Responsible**

Michael Eisen

**Schedule**

Monthly, from 10/8/2017 to 5/24/2018

***Evidence of Completion***

Enrollment spreadsheet of new SJVS students that were previously home school families.

**G3.** 80% of students will demonstrate an increased level of mastery in math through the implementation of virtual direct instruction and the use of teacher professional learning communities. **1**

 G088750

**G3.B1** Student attendance, training **2**

 B236123

**G3.B1.S1** Establish a consistent schedule of when students can expect large group direct instruction that will address complex assignments and provide the students with momentum for future work. **4**

 S248913

### Strategy Rationale

Students will be more likely to attend if a consistent schedule is created and the students receive strategies to help them with future assignments

### Action Step 1 **5**

SJVS teachers will receive Blackboard Collaborate accounts and receive the training necessary to help students succeed.

#### Person Responsible

Michael Eisen

#### Schedule

On 5/24/2018

#### Evidence of Completion

Teachers will receive accounts and training by September 1. Attendance will be taken. Student sessions will be sent to Program Coordinator for observation.

### Action Step 2 **5**

SJVS teachers will provide large group direct instruction monthly.

#### Person Responsible

Michael Eisen

#### Schedule

Monthly, from 8/10/2017 to 5/24/2018

#### Evidence of Completion

Teachers will keep attendance records for live sessions and monitor student progress.



**Plan to Monitor Fidelity of Implementation of G3.B1.S1 6**

SJVS teachers will record their direct instruction sessions and send copies to the Program Coordinator.

**Person Responsible**

Michael Eisen

**Schedule**

Monthly, from 8/10/2017 to 5/24/2018

***Evidence of Completion***

SJVS teachers will send the Program Coordinator a copy of their recorded session.

**Plan to Monitor Effectiveness of Implementation of G3.B1.S1 7**

SJVS teachers will meet with the program coordinator for monthly "walkthroughs".

**Person Responsible**

Michael Eisen

**Schedule**

Monthly, from 8/10/2017 to 5/24/2018

***Evidence of Completion***

The monthly walkthroughs will allow the teachers and the program coordinator to discuss the implementation of virtual direct instruction, provide feedback, and discuss student monit

## IV. Implementation Timeline

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
<b>2018</b>					
G1.MA1 M339022	Monitor the implementation of quarterly meetings, faculty participation, and the creation of parent...	Eisen, Michael	8/10/2017	Faculty participation and attendance in quarterly meetings. The establishment of a calendar of quarterly meetings and necessary parent meetings. The progress monitoring of the Student Action Plans.	5/24/2018 quarterly
G2.MA1 M339025	Data will be collected to show the growth in the number of homeschooled students added to SJVS.	Eisen, Michael	8/10/2017	The number of home school students added to SJVS will be measured against the number of home school students from prior years.	5/24/2018 monthly
G3.MA1 M339028	During the individual teacher "walkthroughs" the program coordinator and teacher will measure...	Eisen, Michael	8/10/2017	Making academic progress based on the students online assessments in math.	5/24/2018 monthly
G1.B1.S1.MA1 M339020	Student pace charts and completion rates will be collected quarterly to make sure students are...	Erskine, Ryan	8/10/2017	Reports will be run to measure student progress. Meeting between faculty and administration will be documented as will outcome of parent meetings. Student action plans will also be documented.	5/24/2018 quarterly
G1.B1.S1.MA1 M339021	Reports will be run quarterly to monitor student progress.	Eisen, Michael	8/10/2017	Data Analyst and Administration will document reports of student progress.	5/24/2018 quarterly
G1.B1.S1.A1 A324717	Faculty and Administration will meet quarterly to discuss student progress and issue action plans...	Eisen, Michael	8/10/2017	Student progress will be documented quarterly to make sure they are in compliance with the program expectations. Outcomes from the parent meetings and action plans created will be documented. Number of views of teacher made videos will be monitored.	5/24/2018 quarterly
G1.B1.S1.A2 A324718	Faculty and Administration will meet quarterly to discuss student progress and issue action plans...	Eisen, Michael	8/10/2017	Student progress will be documented quarterly to make sure they are in compliance with the program expectations. Outcomes from the parent meetings and action plans created will be documented. Number of views of teacher made videos will be monitored.	5/24/2018 quarterly
G2.B1.S1.MA1 M339023	Monitoring number of students added to SJVS program from home school families.	Eisen, Michael	10/8/2021	Enrollment spreadsheet of new SJVS students that were previously home school families.	5/24/2018 monthly
G2.B1.S1.MA1 M339024	Quarterly Reports created for review.	Eisen, Michael	8/10/2017	Quarterly review of events attended with Cynthia Williams.	5/24/2018 monthly
G2.B1.S1.A1 A324719	SJVS will schedule virtual meetings with home school groups in St. Johns County.	Eisen, Michael	8/10/2017	Student/Parent sign-in information and Teacher collected materials such as email addresses of prospective SJVS families.	5/24/2018 monthly
G2.B1.S1.A2 A324720	SJVS will travel to districts across the state to learn best practices and model successful...	Eisen, Michael	8/10/2017	Quarterly review of events attended with Cynthia Williams.	5/24/2018 monthly
G3.B1.S1.MA1 M339026	SJVS teachers will meet with the program coordinator for monthly "walkthroughs".	Eisen, Michael	8/10/2017	The monthly walkthroughs will allow the teachers and the program coordinator to discuss the implementation of virtual direct instruction, provide feedback, and discuss student monit	5/24/2018 monthly
G3.B1.S1.MA1 M339027	SJVS teachers will record their direct instruction sessions and send copies to the Program...	Eisen, Michael	8/10/2017	SJVS teachers will send the Program Coordinator a copy of their recorded session.	5/24/2018 monthly

**St. Johns - 7023 - St. Johns Virtual Instructional Program - 2017-18 SIP**  
*St. Johns Virtual Instructional Program*

Source	Task, Action Step or Monitoring Activity	Who	Start Date (where applicable)	Deliverable or Evidence of Completion	Due Date/ End Date
G3.B1.S1.A1  A324721	SJVS teachers will receive Blackboard Collaborate accounts and receive the training necessary to...	Eisen, Michael	8/10/2017	Teachers will receive accounts and training by September 1. Attendance will be taken. Student sessions will be sent to Program Coordinator for observation.	5/24/2018 one-time
G3.B1.S1.A2  A324722	SJVS teachers will provide large group direct instruction monthly.	Eisen, Michael	8/10/2017	Teachers will keep attendance records for live sessions and monitor student progress.	5/24/2018 monthly

## V. Professional Development Opportunities

*Professional development opportunities identified in the SIP as action steps to achieve the school's goals.*

**G1.** 95% of SJVS Full Time students will meet or exceed the program requirements for graduation or grade level promotion.

**G1.B1** Attendance, Attendance for virtual sessions, increased progress monitoring needed.

**G1.B1.S1** Advertise the importance of attending the live classes and watching teacher made videos via alert now messages, phone calls, and posting this information and schedule on the teacher's announcement page.

### PD Opportunity 1

Faculty and Administration will meet quarterly to discuss student progress and issue action plans for individual student performance improvement. Parent meetings will also be scheduled to reinforce expectations.

#### Facilitator

Michael Eisen

#### Participants

Liz Kline Kristine Solomon Nick Vasiliades Lisa Lasseter Cherie Stucki Emily McCullough Mary Maddox Robin Lemons Victoria Guttinger Lindsay Livingood Kathy McKenna Ginger Baker Sanhueza Sarah White Patricia lisager

#### Schedule

Quarterly, from 8/10/2017 to 5/24/2018

### PD Opportunity 2

Faculty and Administration will meet quarterly to discuss student progress and issue action plans for individual student performance improvement. Parent meetings will also be scheduled to reinforce expectations.

#### Facilitator

Michael Eisen

#### Participants

Liz Kline Kristine Solomon Nick Vasiliades Lisa Lasseter Cherie Stucki Emily McCullough Mary Maddox Robin Lemons Victoria Guttinger Lindsay Livingood Kathy McKenna Ginger Baker Sanhueza Sarah White Patricia lisager

#### Schedule

Quarterly, from 8/10/2017 to 5/24/2018

## VI. Technical Assistance Items

Technical Assistance opportunities identified in the SIP as action steps to achieve the school's goals.

**G3.** 80% of students will demonstrate an increased level of mastery in math through the implementation of virtual direct instruction and the use of teacher professional learning communities.

### G3.B1 Student attendance, training

**G3.B1.S1** Establish a consistent schedule of when students can expect large group direct instruction that will address complex assignments and provide the students with momentum for future work.

#### TA Opportunity 1

SJVS teachers will receive Blackboard Collaborate accounts and receive the training necessary to help students succeed.

#### Facilitator

Michael Eisen

#### Participants

Solomon, Kristine Kline, Elizabeth Lasseter, Lisa McCullough, Emily Stuckie, Cherie

#### Schedule

On 5/24/2018

## VII. Budget

1	G1.B1.S1.A1	Faculty and Administration will meet quarterly to discuss student progress and issue action plans for individual student performance improvement. Parent meetings will also be scheduled to reinforce expectations.				\$0.00
2	G1.B1.S1.A2	Faculty and Administration will meet quarterly to discuss student progress and issue action plans for individual student performance improvement. Parent meetings will also be scheduled to reinforce expectations.				\$0.00
3	G2.B1.S1.A1	SJVS will schedule virtual meetings with home school groups in St. Johns County.				\$250.00
	Function	Object	Budget Focus	Funding Source	FTE	2017-18
			7023 - St. Johns Virtual Instructional Program	General Fund		\$250.00
Notes: Promotional and marketing items to communicate the benefits of St. Johns Virtual to community stakeholders and prospective families.						
4	G2.B1.S1.A2	SJVS will travel to districts across the state to learn best practices and model successful programs.				\$1,250.00
	Function	Object	Budget Focus	Funding Source	FTE	2017-18

**St. Johns - 7023 - St. Johns Virtual Instructional Program - 2017-18 SIP**  
*St. Johns Virtual Instructional Program*

			7023 - St. Johns Virtual Instructional Program	General Fund		\$1,250.00
			<i>Notes: Travel expenses for visiting virtual programs across the state.</i>			
<b>5</b>	<b>G3.B1.S1.A1</b>	<b>SJVS teachers will receive Blackboard Collaborate accounts and receive the training necessary to help students succeed.</b>				<b>\$0.00</b>
<b>6</b>	<b>G3.B1.S1.A2</b>	<b>SJVS teachers will provide large group direct instruction monthly.</b>				<b>\$0.00</b>
					<b>Total:</b>	<b>\$1,500.00</b>