Form SI-2 Checklist (School Form)

*This form, to be used by schools for implementation, satisfies the requirements
of Form SI-2, which is incorporated by reference in Rule 6A-1.099811, F.A.C., effective December 2024.*

Purpose

This document will guide school leadership teams through school improvement planning discussions throughout the year and coordinate intervention and support strategies that will lead to increased student achievement. This checklist applies to each SI school in the district except for a school implementing the turnaround option of Reassignment and Closure.

Instructions

The school leadership team shall complete this form to demonstrate compliance with the requirements. The team shall monitor each requirement and track progress on this form. The school shall maintain this form, and requirements, updates and documentation shall be provided to the Regional Executive Director (RED) or designee at the initial, mid-year and final-year Instructional Review (IR) meeting. The form must be signed by the superintendent or authorized representative following each IR meeting.

Instructional Review Meetings

Prior to the start of the school year, the school leadership team shall collaborate with the RED or designee to schedule an initial IR meeting to review the requirements for the School Improvement (SI) school. The school leadership shall establish a calendar for subsequent IR meetings with the RED or designee to monitor the SIP, the TOP, if applicable, and other school improvement activities.

School Requirements

Incorporated by reference in Rule 6A-1.099811, F.A.C., effective December 2024

SR01.   The school shall develop, implement and monitor a SIP annually and the Unified School Improvement Grant (UniSIG) funding shall be aligned to the SIP.

SR02.   The school shall align the SIP to the TOP, if applicable.

SR03.   The school shall complete the SIP mid-year reflection and, as necessary, update the SIP.

SR04.   Prior to the initial hiring of instructional staff, the school shall collaborate with the district to review the Value-Added Model (VAM) provided by the department. For any Tier 1 schools [except those identified for a graduation rate of sixty-seven percent (67%) or less] and schools implementing a DMT or EO option, the school shall collaborate with the district to ensure that the percentage of inexperienced teachers, instructional personnel with a VAM rating that is below Effective and out-of-field instructional personnel assigned to the school is at least or at a minimum, not higher than the district average.

SR05.   The school shall provide updates to the School Advisory Council (SAC) to assist in the preparation and evaluation of the SIP.

SR06.   The school shall review the Quarterly Data Review (QDR) quarterly.

SR07.   If classified as a SI school by graduation rate only, the SIP shall focus on increasing the graduation rate.

SR08.   The school leadership team shall monitor the implementation of the SIP and the TOP, including UniSIG funding and the education enrichment allocation, if applicable.

SR09.   The school shall collaborate with the district leadership team and implement a Multi-Tiered System of Supports to ensure the individual needs of each student are being met.

SR10.   The school shall collaborate with the district leadership team and design a master schedule that allows for common planning time.

SR11.   The school shall collaborate with the district leadership team to develop and implement pacing, curriculum and assessments (formative and summative) in mathematics, English Language Arts (ELA), science and social studies for all students that are aligned to Florida's state academic standards. This shall be reviewed during the IRs and when deficits are identified, adjustments shall be made to the pacing, curriculum and assessments (formative and summative).

SR.12   The school shall utilize the ELA and mathematics coach, with a proven record of effectiveness as a teacher or coach, to build capacity through modeling of effective lessons, analysis of data, providing professional learning and ongoing feedback.

RED/School Progress Tracking of School Requirements

School Requirement	Person Responsible	Not Initiated	In Progress	Complete	Follow-Up Date/Notes
SR01.					
SR02.					
SR03.					
SR04.					See sub-table below
SR05.					
SR06.					
SR07.					
SR08.					
SR09.					
SR10.					
SR11.					
SR12.					

SR04 Follow-Up Date/Notes:

Percentage of inexperienced teachers	Percentage of instructional personnel with a VAM rating below Effective	Percentage of out-of-field instructional personnel
District Average: % School: %	District Average: % School: %	District Average: % School: %

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Additional Notes:

Superintendent Signature (or authorized representative)	Review Dates
	Initial Review Date:
	Mid-year Review Date:
	Final-year Review Date: