**BUREAU OF SCHOOL IMPROVEMENT**

**DJJ EDUCATION PROGRAM IMPROVEMENT PROCESS**

DISTRICT OVERSIGHT PLAN

[District]

 [School Name]

**Provision of Educational Services:** [ ]  **District** [ ]  **Contracted Provider – \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Purpose**

This template will support districts in the development of the district oversight plan. In accordance with Rule 6A-1.099813, Florida Administration Code (F.A.C.), a district oversight plan must be approved by the district school board and the district shall provide the plan to the Florida Department of Education (FDOE) for approval by the Bureau of School Improvement (BSI).

**Stakeholder Engagement**

The district must engage and involve stakeholders to determine causes for low performance and make recommendations for school improvement. The district should, at a minimum, include a BSI school improvement specialist, Department of Juvenile Justice (DJJ) regional education coordinator, district juvenile justice education manager and facility administrator, as members of the Juvenile Justice Education Team (JJET).

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| **Names of JJET Members** | **Affiliation of JJET Members** |
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Include a list of meetings that were held, as well as scheduled meetings that will be held during implementation of the district oversight plan and schoolwide improvement plan (SIP).

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| **Dates of JJET Meetings (held and upcoming)** |
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1. Other than the identified low-performing components from the DJJ accountability ratings, what additional school data was analyzed?

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1. Based on the low-performing components and additional school data, identify conditions contributing to the low performance.

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1. Provide a brief description of the school’s success in implementation of the prior year SIP and its effectiveness/ineffectiveness in addressing the low-performing components.

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4. Provide the JJET’s recommendations for school improvement.

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5. Include any additional information, as needed.

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**Service-Delivery Model Evaluation**

The district is responsible for evaluating their current education service delivery model and, if applicable, the education program provider, to determine whether a change is needed to improve performance.

1. Identify the service-delivery model, evidence-based strategies and resources currently utilized.

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1. Identify areas of strengths and challenges with the service delivery model?

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1. How will the service-delivery model, evidence-based strategies and resources be changed, reinforced or supplemented?

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1. As a result of the service-delivery model evaluation, explain the district’s decision to either continue or change the current service-delivery model.

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1. Include any additional information, as needed.

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 **District Oversight Assurances**

The district must agree to ALL of the following assurances by checking the boxes below.

**Assurance 1: District Capacity and Support**

[ ]  The district shall ensure each student participates in basic, GED® preparation, Career and Professional Education (CAPE) and exceptional student programs as appropriate.

[ ]  The district shall ensure a progress monitoring plan is developed for each student that address academic, literacy, career and technical skills, and intensive remedial instruction in the areas of weakness.

[ ]  The district shall ensure the development of transition plans during the course of a student’s stay in a juvenile justice education program to coordinate academic, career and technical, and secondary and postsecondary services that assist the student in successful community reintegration upon release.

[ ]  The district shall ensure a wide range of education programs and opportunities including textbooks, technology, instructional support, and resources commensurate with resources provided to students in public schools, including textbooks and access to technology.

**Assurance 1: Narrative of District Capacity and Support**

The district must provide information about its systems to support school leadership teams.

1. Describe the district leadership team and its role in implementing the district oversight plan.

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1. Describe how the district will engage and support the school for curriculum design to align instruction with the required standards.

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1. Describe how the district communicates common expectations for implementing curriculum and instructional practices. Must include career and technical education (CTE).

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1. Using the table in Appendix A, evaluate the school’s implementation of assessments to align with state requirements. In the box below, indicate any changes based on the evaluation of assessment and describe how the district will support the school’s plan to use assessment data to inform classroom instruction and improve the quality of teaching.

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1. Describe how the district supports the selection and implementation of strategies, programs and interventions to improve student learning.

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1. Explain the district’s allocation of supports and resources (e.g., time, materials, equipment and fiscal resources) and how they align to the specific needs of the school to support teaching and learning. Include how the district will monitor such allocations.

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1. Identify and describe the district policies and practices that will need to be reviewed and changed to support the school.

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1. Include any additional information, as needed.

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**Assurance 2: School Capacity - Leaders and Educators**

The district must agree to ALL of the following assurances by checking the boxes below.

[ ]  The district shall ensure the recruitment and training of teachers who are interested, qualified and experienced in educating students in juvenile justice programs.

[ ]  The district shall ensure that K-12 intensive reading instruction is provided by teachers certified or endorsed in reading.

**Assurance 2: Narrative of School Capacity - Leaders**

1. How does the district ensure the school has effective leaders and educators capable of improving student achievement by meeting students’ behavioral and academic needs through accelerated approaches targeted at students who are often significantly below grade level?

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1. How will the district collaborate with the school to develop a targeted professional development plan that provides ongoing tiered support to increase leadership and educator quality?

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1. Include the principal’s name, start date, leadership experience and experience with juvenile justice students.

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1. Include any additional information as needed to address the assurance.

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**Assurance 2: Narrative of School Capacity - Educators**

The district must include information about its systems to ensure the school has effective educators capable of improving student achievement and professional development provided by the district.

1. What is the process for filling vacancies at this school, specifically in the core content areas?

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1. How does the district ensure students at this school are instructed by certified instructional personnel when unexpected vacancies arise?

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1. How does the district ensure students in secure residential programs are provided the opportunity to earn an industry-recognized certificate (if applicable)?

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1. Describe the hiring, recruitment, retention and reassignment of instructional personnel with priority on student performance data.

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1. How is the district addressing temporarily certified teachers, teachers in need of improvement or out-of-field teachers assigned to the school?

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1. How does the district ensure implementation of an instructional staff performance and evaluation system?

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1. Include any additional information as needed to address the assurance.

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**Implementation Plan**

Explain the correlation between the SIP and this proposed district oversight plan. Describe how the district and school leadership teams are working together to implement the plans to improve the school. Include how the district will monitor and provide timely guidance, support and feedback.

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Describe how the district will communicate this plan to all stakeholders, including district school board, school administrators, district support personnel, facility administrators, classroom instructors and program support staff.

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**Acknowledgement**

The district verifies the information in this form and confirms they have collaborated with the school and BSI’s school improvement specialist.

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| **Name and title of person responsible for completion and submission of the District Oversight Plan** |
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| **Contact information: email, phone number**  |
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| **Date submitted to the Bureau of School Improvement**  |
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| **Superintendent signature (or authorized representative)** |
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APPENDIX A

Complete the table for each assessment administered to students upon entry and during program stay.

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| **Assessment Name** | **To whom is the assessment administered?** | **Academics/CTE components assessed** | **Assessment Type (e.g., diagnostic, summative, formative, progress monitoring)** | **How often is data collected and analyzed?** | **How will the assessment data be used to support instruction?** |
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