

Representative:  
 District: Duval County  
 School: Sadie T. Tillis Elementary School  
 Date: September 2012

**2012-2013 Differentiated Accountability Requirements  
 Focus/"D" School Checklist**

| <b>1. School Improvement Planning</b>                                                                                                 |                                                                                                                                                                                         |                                                                                                                          |                                                                                |                                                                                                                                                                                                 |                                             |                                    |
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| <b>DA Requirements</b>                                                                                                                | <b>Deliverables</b>                                                                                                                                                                     | <b>Evidence of Compliance</b>                                                                                            | <b>Status</b>                                                                  | <b>Strategies to Attain Compliance</b>                                                                                                                                                          | <b>Person Responsible</b>                   | <b>Expected Date of Completion</b> |
| The Department must review, approve, and monitor the School Improvement Plan (SIP). The school must use the Department's template.    | <ul style="list-style-type: none"> <li>By August 31, 2012, the school will provide the Regional Executive Director (RED) with a draft SIP.</li> </ul>                                   | The completion of the School Improvement Plan with input from all stakeholders.                                          | <input type="checkbox"/> Compliance<br><input type="checkbox"/> Non-Compliance |                                                                                                                                                                                                 | Principal and Assistant Principal           | September 2012                     |
| A School Advisory Council (SAC) must be established for each school in accordance with Section 1001.452, F.S.                         | <ul style="list-style-type: none"> <li>By August 31, 2012, the school will provide the RED with SAC bylaws, member roster, and meeting schedule for the current school year.</li> </ul> | The first School Advisory Council Meeting will be held on September 19, 2012.<br><br>Agenda, sign-in sheets and minutes. | <input type="checkbox"/> Compliance<br><input type="checkbox"/> Non-Compliance | Announcement sent out on School Messenger about SAC Chair election by September 6, 2012.<br><br>Announcement of SAC Chair election on September 13, 2012<br><br>Election of new SAC Chairperson | Principal and newly elected SAC Chairperson | September 2012                     |
| In conjunction with the district-based leadership team, the SAC must assist the school leadership team in the development of the SIP. | <ul style="list-style-type: none"> <li>Upon request, the school will provide the RED with minutes and sign-in sheets to document that the SIP was reviewed with the SAC.</li> </ul>     | SAC Team will receive drafts of the SIP to review and discuss.<br><br>Agenda, sign-in sheets and minutes.                | <input type="checkbox"/> Compliance<br><input type="checkbox"/> Non-Compliance | Review document with team and allow them to review and discuss any input.                                                                                                                       | Principal and SAC Chairperson               | September 2012                     |

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| <p>The SAC must review school performance data (baseline, mid-year, and end-of-year) and determine the causes of low performance in order to advise the school on its SIP goals.</p> | <ul style="list-style-type: none"> <li>● Upon request, the school will provide the RED with minutes and sign-in sheets to document that the school performance data (baseline, mid-year, and end-of-year) was reviewed with the SAC to guide SIP goal setting.</li> </ul> | <p>Principal will review baseline school performance data with SAC Team.</p> <p>Agenda, sign-in sheets and minutes.</p> | <input type="checkbox"/> Compliance<br><input type="checkbox"/> Non-Compliance | <p>Review baseline data with SAC Team by September 19, 2012.</p> | <p>Principal</p> | <p>September 2012</p> |
| <p>The school must establish a Literacy Leadership Team consistent with the district K-12 Comprehensive Research-Based Reading Plan.</p>                                             | <ul style="list-style-type: none"> <li>● The school will maintain a copy of the K-12 Reading Plan and a roster of the Literacy Leadership Team for review upon request by the regional staff.</li> </ul>                                                                  | <p>K-12 Reading Plan and roster.</p>                                                                                    | <input type="checkbox"/> Compliance<br><input type="checkbox"/> Non-Compliance |                                                                  | <p>Principal</p> | <p>September 2012</p> |

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| <p>The school must offer a number of meetings to inform parents of their child's performance at school. These meetings shall be held at convenient times for the teacher and parent.</p> | <ul style="list-style-type: none"> <li>● By August 31, 2012, the school will provide the RED with a list of all parent meetings (in addition to SAC and Parent-Teacher-Student-Association (PTSA) meetings).</li> </ul> | <p>PTA Meetings are in conjunction with Parent Nights:<br/>       October 25, 2012,<br/>       December 13, 2012,<br/>       January 24, 2013,<br/>       February 21, 2013 and<br/>       March 21, 2013.</p> <p>Parent/Teacher conferences will be held once per nine weeks.</p> <p>Agenda, sign-in sheets and minutes.</p> | <input type="checkbox"/> Compliance<br><br><input type="checkbox"/> Non-Compliance |                                              | Principal | September 2012 |
| <p>The district must approve the SIP following peer review.</p>                                                                                                                          | <ul style="list-style-type: none"> <li>● By October 19, 2012, the school will submit a school board and district approved SIP on the Bureau of School Improvement (BSI) website.</li> </ul>                             | <p>Completed approved School Improvement Plan</p>                                                                                                                                                                                                                                                                             | <input type="checkbox"/> Compliance<br><br><input type="checkbox"/> Non-Compliance | Scheduled SAC meeting on September 19, 2012. | Principal | September 2012 |

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| <p>The school must complete a mid-year narrative report to analyze progress from the baseline to mid-year assessment that is reported to the Department to identify strategies for student interventions.</p> | <ul style="list-style-type: none"> <li>● By February 11, 2013, the school will upload its mid-year narrative to the BSI website.</li> <li>● The RED will review for compliance.</li> </ul>                               | <p>Mid- year narrative will be reviewed with SAC Team and stakeholders by February 11, 2013.</p> <p>Agenda, sign-in sheets and minutes.</p> | <input type="checkbox"/> Compliance<br><br><input type="checkbox"/> Non-Compliance | <p>Announcement sent out on School Messenger and flyers about scheduled meeting before February 11, 2013.</p> <p>Scheduled meeting by February 11, 2013</p> | <p>Principal</p>                 | <p>February 2013</p>                      |
| <p><b>2. Leadership</b></p>                                                                                                                                                                                   |                                                                                                                                                                                                                          |                                                                                                                                             |                                                                                    |                                                                                                                                                             |                                  |                                           |
| <p><b>DA Requirements</b></p>                                                                                                                                                                                 | <p><b>Deliverables</b></p>                                                                                                                                                                                               | <p><b>Evidence of Compliance</b></p>                                                                                                        | <p><b>Status</b></p>                                                               | <p><b>Strategies to Attain Compliance</b></p>                                                                                                               | <p><b>Person Responsible</b></p> | <p><b>Expected Date of Completion</b></p> |
| <p>The district shall ensure that the administrative team and relevant instructional support staff (coaches) are high skilled and effective.</p>                                                              | <ul style="list-style-type: none"> <li>● The district SIP shall include a narrative regarding the qualifications and performance history of the administrative team and instructional support staff (coaches)</li> </ul> | <p>A narrative regarding the qualifications and performance history is included in the SIP.</p>                                             | <input type="checkbox"/> Compliance<br><br><input type="checkbox"/> Non-Compliance |                                                                                                                                                             | <p>Principal</p>                 | <p>September 2012</p>                     |

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| <p>The following guidelines should be considered when determining if a change in leadership is necessary:</p> <p>The school grade declines or there is consistent failure (D or F) under the same leadership for 2 years: The principal should be replaced.</p> <p>The school grade declines under the same leadership for 1 year and the percentage of Annual Measurable Objectives (AMOs) Criteria Met decreases: The principal should be replaced.</p> <p>The school grade declines under the same leadership for 1 year and the learning gains in reading and mathematics decline: The principal should be replaced.</p> <p>The school grade declines under the same leadership for 1 year but the learning gains in reading and mathematics increase: The</p> |  |  |  |  |  |  |
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(Rule 6A-1.099811, DA-2, November 2008)  
 Revised June 15, 2012 FRH

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| principal has one more year to show growth. |  |  |  |  |  |  |
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| <b>3. Educator Quality</b>                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                   |                                                                    |                                                                                    |                                        |                           |                                    |
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| <b>DA Requirements</b>                                                                                                                                                                                                                                                                                      | <b>Deliverables</b>                                                                                                                                                                                               | <b>Evidence of Compliance</b>                                      | <b>Status</b>                                                                      | <b>Strategies to Attain Compliance</b> | <b>Person Responsible</b> | <b>Expected Date of Completion</b> |
| The school must be fully staffed by the first day of the new school year.                                                                                                                                                                                                                                   | <ul style="list-style-type: none"> <li>On the second Friday of the school year, the school will provide the RED with documentation regarding existing vacancies with a timeline and plan to fill them.</li> </ul> | All teaching positions were filled.<br><br>Course Master Schedule. | <input type="checkbox"/> Compliance<br><br><input type="checkbox"/> Non-Compliance |                                        | Principal                 | August 2012                        |
| The district and Department must oversee instructional staffing to ensure the school is fully staffed by the first day of school or that a staffing plan is in place to ensure the timely transfer of highly qualified staff.                                                                               | <ul style="list-style-type: none"> <li>On the second Friday of the school year, the school will provide the RED with documentation regarding existing vacancies with a timeline and plan to fill them.</li> </ul> | All teaching positions were filled.<br><br>Course Master Schedule. | <input type="checkbox"/> Compliance<br><br><input type="checkbox"/> Non-Compliance |                                        | Principal                 | August 2012                        |
| The district must provide a fulltime reading coach, mathematics coach, and science coach to develop and model effective lessons, lead Lesson Study, analyze data, and provide professional development on the Common Core (CCSS)/Next Generation Sunshine State Standards (NGSSS).* (Triple D Schools Only) | <ul style="list-style-type: none"> <li>By June 29, 2012, the district will provide the RED with a list of coaches assigned to each school. Coaches must meet highly qualified status.</li> </ul>                  | N/A                                                                | <input type="checkbox"/> Compliance<br><br><input type="checkbox"/> Non-Compliance | N/A                                    | N/A                       | N/A                                |

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| <p>* The district may receive a waiver from the Department, if the district can demonstrate how sustained and direct support will be provided to teachers at first year "D" and Prevent schools.</p>                                                                                 |                                                                                                                                                                                                                                                      |                                                                                           |                                                                                |            |                  |                       |
| <p>School leadership teams must monitor coaches' daily logs. They must ensure that coaches do not provide pull-out instruction outside the context of providing professional development for teachers and do not teach more than one class.</p>                                      | <ul style="list-style-type: none"> <li>Throughout the school year, school-based instructional coaches will maintain a daily log. Reading coaches must maintain a daily log on Florida's Progress Monitoring and Reporting Network (PMRN).</li> </ul> | <p>Coaches submitting logs and discussion during weekly Administrative Team Meetings.</p> | <input type="checkbox"/> Compliance<br><input type="checkbox"/> Non-Compliance |            | <p>Principal</p> | <p>September 2012</p> |
| <p>Teachers assigned to subgroups not making progress towards the AMO goals must be highly qualified and certified in-field.</p>                                                                                                                                                     | <ul style="list-style-type: none"> <li>By August 31, 2012, the school will provide the RED with a copy of its staffing report with each teacher's qualifications.</li> </ul>                                                                         | <p>Attestation Letter from the Highly Qualified Office</p>                                | <input type="checkbox"/> Compliance<br><input type="checkbox"/> Non-Compliance |            | <p>Principal</p> | <p>September 2012</p> |
| <p>All paraprofessionals must be highly qualified.*</p>                                                                                                                                                                                                                              | <ul style="list-style-type: none"> <li>By August 31, 2012, the school will provide the RED with a copy of its staffing report with each teacher's qualifications.</li> </ul>                                                                         | <p>Attestation Letter from the Highly Qualified Office</p>                                | <input type="checkbox"/> Compliance<br><input type="checkbox"/> Non-Compliance |            | <p>Principal</p> | <p>September 2012</p> |
| <p>* As of the 2011-2012 school year, non-Title I and Title I schools are required to have highly qualified paraprofessionals, as defined by No Child Left Behind (NCLB), to instruct subgroups who did not make adequate progress towards satisfactory AMO achievement targets.</p> |                                                                                                                                                                                                                                                      |                                                                                           |                                                                                |            |                  |                       |
| <p>The school must ensure that mid-year vacancies are filled.</p>                                                                                                                                                                                                                    | <ul style="list-style-type: none"> <li>By January 7, 2013, the school will provide the RED with documentation regarding existing vacancies with a timeline and plan</li> </ul>                                                                       | <p>N/A</p>                                                                                | <input type="checkbox"/> Compliance<br><input type="checkbox"/> Non-Compliance | <p>N/A</p> | <p>N/A</p>       | <p>N/A</p>            |

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|  | to fill them. |  |  |  |  |  |
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| <b>4. Professional Development</b>                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                             |                                                                                                                                               |                                                                                |                                        |                           |                                    |
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| <b>DA Requirements</b>                                                                                                                                                                                                                                                                                                                                                            | <b>Deliverables</b>                                                                                                                                                                                                                         | <b>Evidence of Compliance</b>                                                                                                                 | <b>Status</b>                                                                  | <b>Strategies to Attain Compliance</b> | <b>Person Responsible</b> | <b>Expected Date of Completion</b> |
| The school must provide professional development opportunities for school administrators to help them identify the specific needs of subgroups not making AMO targets and prepare them to facilitate conversations in their schools about the standards and performance-based assessments.                                                                                        | <ul style="list-style-type: none"> <li>By October 1, 2012, the school will provide the RED with a calendar of professional development for administrators as outlined in the SIP.</li> </ul>                                                | <p>Weekly Administrative Team meetings.</p> <p>Agenda, sign-in sheets and minutes</p>                                                         | <input type="checkbox"/> Compliance<br><input type="checkbox"/> Non-Compliance |                                        | Principal                 | June 2013                          |
| The school must ensure that Individual Professional Development Plans (IPDPs) for teachers of targeted subgroups include professional development that helps them to identify the needs of subgroups that did not meet AMO targets and to hold rigorous and relevant expectations for all students, and builds their capacity to teach all students to be college or career ready | <ul style="list-style-type: none"> <li>By October 15, 2012, the school will have final copies of all IPDPs. The school will provide these upon request by the regional support staff as a means to guide their coaching efforts.</li> </ul> | <p>Collaborative grade level meetings on Monday and Wednesdays.</p> <p>Early Release Wednesdays</p> <p>Agenda, sign-in sheets and minutes</p> | <input type="checkbox"/> Compliance<br><input type="checkbox"/> Non-Compliance |                                        | Principal                 | June 2013                          |



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**5. Curriculum Aligned and Paced**

| DA Requirements                                                                                                           | Deliverables                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Evidence of Compliance                                                                                                                          | Status                                                                         | Strategies to Attain Compliance | Person Responsible         | Expected Date of Completion |
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| The school must ensure that students are properly placed in rigorous coursework.                                          | <ul style="list-style-type: none"> <li>By July 30, 2012, the school will provide the RED with its plan to ensure that students are properly placed in rigorous coursework.</li> </ul>                                                                                                                                                                                                                                                                                                           | Master Schedule for all students.                                                                                                               | <input type="checkbox"/> Compliance<br><input type="checkbox"/> Non-Compliance |                                 | Principal and CRT Operator | August 2012                 |
| The school must implement the district K-12 Comprehensive Research-based Reading Plan.                                    | <ul style="list-style-type: none"> <li>By August 31, 2012, the school will provide the RED with evidence that it is in compliance with the district K-12 Reading Plan.</li> <li>Evidence may include the master schedule, Content Area Reading – Professional Development (CAR-PD)/Next Generation (NG) CAR-PD trained staff, the decision tree used for placement in reading interventions, lists of students with assigned intervention teachers, and reading teacher credentials.</li> </ul> | DCPS Learning Schedules.<br><br>Teacher's class schedules.<br><br>Reports from F.A.I.R.<br><br>Extra reading hour.<br><br>Strategy group lists. | <input type="checkbox"/> Compliance<br><input type="checkbox"/> Non-Compliance |                                 | Administrative Team        | October 2012                |
| The school must review performance data to determine the effectiveness of all instructional programs and class offerings. | <ul style="list-style-type: none"> <li>By July 30, 2012, the school will provide the RED with a summary of program effectiveness based on analysis of student data.</li> </ul>                                                                                                                                                                                                                                                                                                                  | Data Chats are held each nine weeks with all K-5 teachers.                                                                                      | <input type="checkbox"/> Compliance<br><input type="checkbox"/> Non-Compliance |                                 | Administrative Team        | May 2013                    |

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| <p>The Department must review data to determine the effectiveness of schools' instructional programs and class offerings.</p>                                                                                                                                                                                                                                                            | <ul style="list-style-type: none"> <li>● By August 17, 2012, the RED will review the program effectiveness summary and provide feedback.</li> </ul>                                       | <p>First round of assessment data.</p> <ul style="list-style-type: none"> <li>● F.A.I.R</li> <li>● Benchmark data</li> <li>● Inform</li> <li>● DRA 2</li> </ul> | <input type="checkbox"/> Compliance<br><br><input type="checkbox"/> Non-Compliance |  | <p>Administrative Team</p> | <p>October 2012</p> |
| <p>The school must implement district-developed instructional pacing guides that are aligned to the Common Core (CCSS)/Next Generation Sunshine State Standards (NGSSS) in reading, writing, mathematics, and science.</p> <p>For grades K-2, pacing guides may delineate time by quarter (fall, winter, spring) and must promote an integrated teaching approach for language arts.</p> | <ul style="list-style-type: none"> <li>● By August 31, 2012, the school will complete pacing guides and make them available at the school for review by the DA regional staff.</li> </ul> | <p>Teachers are provided Learning Schedules for each content area.</p>                                                                                          | <input type="checkbox"/> Compliance<br><br><input type="checkbox"/> Non-Compliance |  | <p>Administrative Team</p> | <p>August 2012</p>  |

|                                                         |                            |                                      |                      |                                               |                                  |                                           |
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| <p><b>6. Florida's Continuous Improvement Model</b></p> |                            |                                      |                      |                                               |                                  |                                           |
| <p><b>DA Requirements</b></p>                           | <p><b>Deliverables</b></p> | <p><b>Evidence of Compliance</b></p> | <p><b>Status</b></p> | <p><b>Strategies to Attain Compliance</b></p> | <p><b>Person Responsible</b></p> | <p><b>Expected Date of Completion</b></p> |

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| <p>The school must develop and implement a comprehensive FCIM which includes an FCIM calendar, curriculum pacing guide, and progress monitoring data collection/analysis schedule.</p> <p>For grades K-2, because of the structure and demand of CCSS, pacing guides may delineate time by quarter (fall, winter, spring) and promote an integrated teaching approach for language arts.</p> | <ul style="list-style-type: none"> <li>● By July 30, 2012, the school will provide the RED with a copy of their comprehensive FCIM for reading, mathematics, and science.</li> </ul> | <p>School wide FCIM block.</p> <p>Submission of monthly calendars.</p> <p>Use of resource books (Florida Ready grades 3-5 and Common Core Clinics grades 1-2).</p> <p>Common Assessments used to track student progress.</p> | <input type="checkbox"/> Compliance<br><br><input type="checkbox"/> Non-Compliance |  | <p>Principal and Assistant Principal</p> | <p>September 2012</p> |
| <p>The Department must monitor each school's use of MTSS to analyze progress monitoring data in reading, writing, mathematics, and science through interim assessments to inform instruction.</p> <p>In the area of reading, this requirement may be fulfilled through the use of the Florida Assessments for Instruction in Reading (FAIR).</p>                                             | <ul style="list-style-type: none"> <li>● By July 30, 2012, the school will provide the RED with a copy of its comprehensive monitoring plan.</li> </ul>                              | <p>Data Chats</p> <p>Data Notebook</p> <p>Monitoring Form</p>                                                                                                                                                                | <input type="checkbox"/> Compliance<br><br><input type="checkbox"/> Non-Compliance |  | <p>Administrative Team</p>               | <p>October 2012</p>   |

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| The school must implement Florida's MTSS model set forth in the Statewide MTSS Implementation Plan. | <ul style="list-style-type: none"> <li>By August 17, 2012, the school will provide the RED with the names of the MTSS team and a schedule of their meetings.</li> </ul> | Agenda and minutes | <input type="checkbox"/> Compliance<br><input type="checkbox"/> Non-Compliance | First meeting will be held on September 24, 2012. | Principal and MTSS (RTI) Team | September 2012 |
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| <b>7. Monitoring Processes and Plans</b>                                                                  |                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                          |                                                                                |                                        |                           |                                    |
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| <b>DA Requirements</b>                                                                                    | <b>Deliverables</b>                                                                                                                                                                                                                                                                                                                                                   | <b>Evidence of Compliance</b>                                                                                                                                                                                                            | <b>Status</b>                                                                  | <b>Strategies to Attain Compliance</b> | <b>Person Responsible</b> | <b>Expected Date of Completion</b> |
| The school must provide Supplemental Educational Services (SES) to eligible Level 1 and Level 2 students. | <ul style="list-style-type: none"> <li>By June 29, 2012, the school will provide the RED with the following:               <ol style="list-style-type: none"> <li>Number of Level 1 and 2 students.</li> <li>Names of approved SES providers.</li> <li>Calendar of support/services.</li> <li>Outline of its review process for SES providers.</li> </ol> </li> </ul> | <p>Applications have been mailed to students via the Title 1 office.</p> <p>On-Site Facilitator (OSF) has been identified.</p> <p>List of SES providers are available.</p> <p>Title 1 office has the outline for the review process.</p> | <input type="checkbox"/> Compliance<br><input type="checkbox"/> Non-Compliance |                                        | On-Site Facilitator (OSF) | September 2012                     |

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| <p>The school must participate in a comprehensive instructional monitoring process.</p> | <ul style="list-style-type: none"> <li>● By July 30, 2012, the school will provide the RED with a copy of its comprehensive instructional monitoring process for reading, mathematics, and science.</li> </ul> | <p>Instructional monitoring calendar provided for all content areas through weekly collaborative grade level meetings on Mondays and Wednesdays.</p> <p>Agenda, sign-in sheets and minutes</p> | <p><input type="checkbox"/> Compliance</p> <p><input type="checkbox"/> Non-Compliance</p> |  | <p>Administrative Team and teachers</p> | <p>August 2012</p> |
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| <p>The school must develop, monitor and provide support for Student Learning Plans.</p>                          | <ul style="list-style-type: none"> <li>● By August 31, 2012, the school will provide:           <ol style="list-style-type: none"> <li>1. Number of Level 1 and 2 students.</li> <li>2. Student Learning Plans, upon request.</li> <li>3. School calendar for ongoing progress monitoring, clearly indicating adequate support and review (school-based programs only).</li> </ol> </li> </ul> | <p>Progress Monitoring Plans and Strategy groups for grades 3-5.</p> <p>Instructional monitoring calendar provided for all content areas through weekly collaborative grade level meetings on Mondays and Wednesdays.</p> <p>Weekly Administrative Team Meetings</p> <p>Agenda, sign-in sheets and minutes</p> | <p><input type="checkbox"/> Compliance</p> <p><input type="checkbox"/> Non-Compliance</p> |  | <p>Administrative Team</p> | <p>October 2012</p>   |
| <p>The school must provide updates on the implementation of the SIP and make revisions to the SIP as needed.</p> | <ul style="list-style-type: none"> <li>● Upon request, the school will provide the RED with a calendar and minutes of quarterly meetings and any resulting changes to the SIP.</li> </ul>                                                                                                                                                                                                      | <p>Monthly SAC meetings and weekly collaborative meetings as needed.</p>                                                                                                                                                                                                                                       | <p><input type="checkbox"/> Compliance</p> <p><input type="checkbox"/> Non-Compliance</p> |  | <p>Administrative Team</p> | <p>September 2012</p> |

Representative:  
 District: Duval County  
 School: Sadie T. Tillis Elementary School  
 Date: September 2012

**2012-2013 Differentiated Accountability Requirements  
 Focus/"D" School Checklist**

|                                                                                                                   |                                                                                                                                                                                                                                                                                        |                                                                                                        |                                                                                |                                                                                               |                     |                |
|-------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|---------------------|----------------|
|                                                                                                                   |                                                                                                                                                                                                                                                                                        | Agenda, sign-in sheets and minutes                                                                     |                                                                                |                                                                                               |                     |                |
| The Department, in collaboration with school leadership and the district, must monitor implementation of the SIP. | <ul style="list-style-type: none"> <li>● Upon request, the school will provide minutes and agendas from school leadership team meetings to the RED.</li> </ul>                                                                                                                         | <p>Weekly Administrative Team Meetings</p> <p>School Improvement Plan will be discussed as needed.</p> | <input type="checkbox"/> Compliance<br><input type="checkbox"/> Non-Compliance |                                                                                               | Administrative Team | September 2012 |
| The Department must report on school progress to the State Board of Education (SBE).                              | <ul style="list-style-type: none"> <li>● Following the baseline and mid-year narrative, the Department will compile progress reports for submission to the SBE. The Department will compile a final report to reflect the school's overall performance for the school year.</li> </ul> | <p>Mid-year narrative will be submitted to the Department for review by February 11, 2013.</p>         | <input type="checkbox"/> Compliance<br><input type="checkbox"/> Non-Compliance | <p>Mid-year narrative will be submitted to the Department for review by February 11, 2013</p> | Principal           | February 2013  |