

March 28, 2001

Education  
Joseph H. Mathos, Deputy Superintendent

**SUBJECT: PROPOSED AMENDMENT OF BOARD RULE: FINAL READING 6Gx13- 8D-1.01, COMPREHENSIVE DISTRICTWIDE PLANNING**

The School Board of Miami-Dade County, Florida, announced on March 14, 2001, its intention to amend School Board Rule 6Gx13- 8D-1.01, Comprehensive Districtwide Planning, and to accept the proposed amendment to the document, **Promoting Continuous School Quality Improvement 2000-2001, A Manual for Implementing Florida's High-Quality Education System in Miami-Dade County Public Schools**, which is incorporated by reference and is a part of this rule, at the meeting of April 18, 2001.

The Notice of Intended Action was published in the *Miami Daily Business Review* on March 19, 2001, posted in various places for public information, and mailed to various organizations representing persons affected by the amended rule and to individuals requesting notification.

The time to request a hearing or protest the adoption of this rule has elapsed.

In accordance with the provisions of the Administrative Procedure Act, this amended rule is presented to The School Board of Miami-Dade County, Florida, for adoption and authorization to file the rule in the official records of The School Board of Miami-Dade County, Florida.

Attached are the Notice of Intended Action, the amended rule and the amended pages to the aforementioned document. Changes from the current rule are indicated by ~~striking through~~ words to be deleted and underscoring words to be added.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, adopt amended Board Rule 6Gx13- 8D-1.01, Comprehensive Districtwide Planning, and the document, **Promoting Continuous School Quality Improvement 2000-2001, A Manual for Implementing Florida's High Quality Education System in Miami-Dade County Public Schools**, which is incorporated by reference and is a part of this rule, and authorize the Superintendent to file the rule with The School Board of Miami-Dade County, Florida, to be effective April 18, 2001.

BAS:pb

K-20

## NOTICE OF INTENDED ACTION

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, announced on March 14, 2001, its intention to amend Board Rule 6Gx13- 8D-1.01, Comprehensive Districtwide Planning, and the document, **Promoting Continuous School Quality Improvement 2000-2001, A Manual for Implementing Florida's High Quality Education System in Miami-Dade County Public Schools**, which is incorporated by reference and is a part of this rule, at its meeting of April 18, 2001.

PURPOSE AND EFFECT: To amend School Board Rule 6Gx13- 8D-1.01, Comprehensive Districtwide Planning, and to revise the document, **Promoting Continuous School Quality Improvement 2000-2001, A Manual for Implementing Florida's High Quality Education System in Miami-Dade County Public Schools**, in order to align the timeline on the procedures for developing the School Improvement Plans with recent changes to state and district requirements.

SUMMARY: School Improvement Plans are developed each year by individual schools. The manual referenced above provides schools with the direction needed to meet State Board of Education Rule 6A-1.09981 requirements.

SPECIFIC LEGAL AUTHORITY UNDER WHICH RULEMAKING IS AUTHORIZED: 230.22(2); 230.23(22), F.S.

LAW IMPLEMENTED, INTERPRETED, OR MADE SPECIFIC: 229.555(1); 229.57; 229.58; 229.591; 229.592; 230.23(3), (16) and (17); 230.33(5) and (23); 236.02(7), F.S.; 6A-1.09981 FAC

IF REQUESTED, A HEARING WILL BE HELD DURING THE BOARD MEETING OF April 18, 2001, which begins at 1:00 p.m., in the School Board Auditorium, 1450 N.E. Second Avenue, Miami, Florida 33132. Persons requesting such a hearing, or who wish to provide information regarding the statement of estimated regulatory costs or to provide a proposal for a lower cost regulatory alternative as provided by Section 120.541(1), F.S., must do so in writing by April 9, 2001, to the Superintendent of Schools, Room 912, at the same address.

ANY PERSON WHO DECIDES TO APPEAL THE DECISION made by The School Board of Miami-Dade County, Florida, with respect to this action will need to ensure the preparation of a verbatim record of the proceedings, including the testimony and evidence upon which the appeal is to be based. (Section 286.0105, Florida Statutes)

A COPY OF THE PROPOSED AMENDED RULE is available for inspection and copying at cost by the public in the Citizen Information Center, Room 158, 1450 N.E. Second Avenue, Miami, Florida 33132.

Originator: Dr. Eduardo R. Rivas  
Supervisor: Mr. Joseph H. Mathos  
Date: February 28, 2001

School Board-Comprehensive Districtwide Planning**COMPREHENSIVE DISTRICTWIDE PLANNING**

Strategic planning is the systematic process of specifying the goals and objectives of the school system, determining the present attainment of those goals, and then selecting strategies to reduce the discrepancies. The major emphasis of the district's planning system shall be the achievement by all students of state and local goals and performance standards.

The **District Strategic Plan** is the basis for focusing all aspects of the district school system toward the accomplishment of identified goals. ~~The plan shall provide the system's annual and long-range plans for improvement over the next five years.~~ The plan shall be sufficiently broad to address the system's major plans for improvement in meeting both the student needs and the management needs of the system. In addition, the plan shall be responsive to the requirements of Florida's High Quality Education System.

Pursuant to these requirements, the district school board is responsible for school and student performance and for maintaining the system of school improvement and accountability, including:

- establishing an Educational Excellence School Advisory Council for each school in the district, composed of the principal, teachers, an education support employee, students, parents, and other citizens who are representative of the ethnic, racial, and economic community served by the school and who are selected from a list of nominees submitted by the school;
- developing a process for approval of ~~s~~School ~~i~~mprovement ~~p~~Plans;
- annually approving and requiring implementation of new, amended, or continuing ~~s~~School ~~i~~mprovement ~~p~~Plans;
- developing for each school that does not make adequate progress as defined by the State Board of Education a two-year plan of increasing individualized assistance and intervention;
- notifying the State Board of Education in the event that any school does not make adequate progress;
- providing public information regarding the performance of students and educational programs;

- providing funds to schools for developing and implementing school improvement plans; and
- reporting on the progress of maintaining and implementing the system of school improvement and accountability.

To ensure the implementation of the **District Strategic Plan**, all schools shall develop a School Improvement Plan with specific measurable objectives. The objectives for school improvement shall relate directly to the statewide goals and local goals ~~related performance standards~~. In turn, the individual School Improvement Plans shall serve as the basis for region and district level priorities and shall be coordinated with the performance planning and appraisal process.

The accomplishment of the system's goals cannot occur without extensive involvement and cooperation of those closest to the ~~students at each individual~~ school: administrators, teachers, other school staff, parents, students, and community representatives. The strategic planning process shall emphasize a system of school-based planning and management which is directed toward the achievement of state and local goals as well as the accomplishment of objectives unique to each school.

The Office of Evaluation and Research shall coordinate the comprehensive planning process for the District, including monitoring progress on the status of accomplishment of the District Strategic Planning Goals and ~~Indicators~~ Objectives specified in the **District Strategic Plan**. The Office of Educational Planning and Quality Enhancement shall coordinate the ~~S~~school ~~I~~Improvement ~~P~~Planning process for the District. The document, Promoting Continuous School Quality Improvement 2000-2001, A Manual for Implementing Florida's High-Quality Education System in Miami-Dade County Public Schools, is incorporated by reference herein and made a part of this Board Rule. Copies of this plan are on file in the Office of Board Recording Secretary, the Citizen Information Center, and in each school.

Specific Authority: 230.22(2); 230.23~~(20)~~ (22), F.S.

Law Implemented, Interpreted, or Made Specific: 229.555(1); 229.57; 229.58; 229.591; 229.592; 230.23(3), (16) and (17); 230.33(5) and (23); 236.02(7), F.S.; 6A-1.09981; ~~6A-1.09982~~ FAC

#### History

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA

New: 10-3-84

Amended: 10-2-85; 10-1-86; 12-9-87; 11-2-88; 10-18-89; 10-10-90; 1-8-92; 1-20-93; 3-19-97; 4-15-98; 3-17-99; 5-17-00

PROMOTING CONTINUOUS  
SCHOOL QUALITY  
IMPROVEMENT

2000-2001



A MANUAL FOR IMPLEMENTING FLORIDA'S  
HIGH-QUALITY EDUCATION SYSTEM IN  
MIAMI-DADE COUNTY PUBLIC SCHOOLS **K-20**

Board Rule 6Gx13- 8D-1.01  
Final Reading: April 18, 2001

## **The School Board of Miami-Dade County, Florida**

Ms. Perla Tabares Hantman, Chair

Dr. Michael M. Krop, Vice Chair

~~Mr. G. Holmes Braddock~~

Dr. Robert B. Ingram

Ms. Betsy H. Kaplan

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Mr. Demetrio Pérez, Jr., M.S.

Dr. Marta Pérez

Dr. Solomon C. Stinson

Mr. Roger C. Cuevas  
Superintendent of Schools

Mr. Joseph H. Mathos, Deputy Superintendent  
Education

Ms. Barbara A. Silver, Associate Superintendent  
Elementary, Secondary, and Workforce Development Education

Dr. Eduardo R. Rivas, Administrative Director  
Office of Educational Planning and Quality Enhancement

The School Board of Miami-Dade County, Florida  
1450 N.E. 2 Avenue  
Miami, FL 33132

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## TIMELINE FOR THE DEVELOPMENT OF THE SCHOOL IMPROVEMENT PLAN

ACTIVITIES	DATE
<p>Mid-year reviews of the progress status of the current SIPs will be conducted to provide useful information for writing SIPs for the next year and to assess how resources need to be targeted for the remainder of the current year to help ensure that adequate progress is being made. <i>NOTE: This meeting is subject to Florida's Government-in-the-Sunshine Law.</i> A self-study of the progress made toward implementation of the current SIP at each school site will constitute a major portion of the mid-year review. A checklist of criteria to be used to conduct the mid-year review will be provided to assist in the review process.</p> <p>Schools under the control of state-mandated Assistance and Intervention Plans should bring documentation of implementation of the site-based strategies included in the plan.</p>	February
<p><del>Training and support for the development of effective SIPs will be provided for EESACs including administrators, parents/business/community members, UTD stewards, and teachers.</del></p>	March
<p><del>Florida's High Quality Educational System procedures will be distributed, including any revisions to the School Improvement Plan format for next year.</del></p> <p><del>Uniform criteria for review of School Improvement Plans by district staff and Region Directors for Instructional Support will be distributed. The state-required Florida School Advisory Council Report will be distributed.</del></p> <p><del>Relevant needs assessment data, inclusive of the documents listed below, will be shared with the EESAC for the development of the next year's SIP.</del></p> <ul style="list-style-type: none"> <li><del>• School Improvement Plan (current year's plan)</del></li> <li><del>• Academic and Demographic Profiles</del></li> <li><del>• The School Technology Plan</del></li> <li><del>• Florida School Advisory Council Report</del></li> <li><del>• School Public Accountability Report</del></li> <li><del>• Results of Benchmarking Activities</del></li> </ul>	March
<p><del>The EESAC will assist in the development of a first DRAFT of the</del></p>	

ACTIVITIES	DATE
<p>next year's School Improvement Plan; region and district support will be provided upon request. Participation in developing the School Improvement Plan is an excellent opportunity to involve the students, their parents, and other community members in the school improvement planning process in a meaningful way.</p>	<p>March</p>
<p>A first <b>DRAFT</b> of the Plans must be available for community review. It is recommended that each school schedule a meeting for community review of the School Improvement Plan.</p>	<p>April</p>
<p>The first <b>DRAFT</b> of the next year's School Improvement Plan will be reviewed at the Region Office by the principal, the EESAC Chair, the designated UTD Steward, a representative from the Region Office, and a representative from the Bureau of Elementary, Secondary, and Workforce Development Education to assure compliance with state and district rules. <i>NOTE: This meeting is subject to Florida's Government in the Sunshine Law.</i></p> <p>If necessary, plans will be revised by the EESAC.</p>	<p>April</p>
<p>The final <b>DRAFT</b> of the next year's School Improvement Plan will be reviewed at the Region Office by the principal, the EESAC Chair, the designated UTD Steward, a representative from the Region Office, and a representative from the Bureau of Elementary, Secondary, and Workforce Development Education to assure compliance with state and district rules. <i>NOTE: This meeting is subject to Florida's Government in the Sunshine Law.</i></p> <p>If necessary, plans will be revised by the EESAC.</p>	<p>May</p>
<p>The final version of the next year's School Improvement Plan will be submitted to the Office of Educational Planning.</p>	<p>June</p>
<p>In accordance with the approved definition of adequate progress, a determination of whether or not adequate progress has been achieved as a result of the implementation of their current School Improvement Plans will be made by the principal, the EESAC Chair, the designated UTD Steward, a representative from the Region Office, a representative from the Office of Educational Planning, and a representative from the Office of Evaluation and Research. This meeting will take place at the Region Office. <i>NOTE: This meeting is subject to Florida's Government in the Sunshine Law. Forms and procedures will be provided to assist in this effort.</i></p>	<p>July</p>

ACTIVITIES	DATE
<p>Next year's School Improvement Plans will be submitted to the School Board for approval.</p> <p>Schools that do not make adequate progress as a result of the implementation of the current School Improvement Plan will be reported to the School Board and the Florida Department of Education.</p>	<p>July</p>
<p>An annual <i>School Public Accountability Report</i> for each school, including school-specific information on state-approved performance indicators for each of the eight education goals as stated in 229.591, F.S., will be prepared for each school for dissemination to its parents. The report will include: the school's current levels of performance on the performance indicators; a narrative summary of the progress toward improvement targets; school improvement plan results; and a notice of the availability of a more detailed report.</p>	<p>November</p>

**NOTE:** More specific information regarding the preparation of the *School Public Accountability Report* will be provided by the Office of Educational Planning.

Based upon responses to Florida Department of Education requirements and School Board-identified priorities, the Superintendent of Schools will direct staff to develop memoranda regarding the timely completion of School Improvement Plan activities.