



**Florida Department of Education
Race to the Top
Local Instructional Improvement System
Minimum Standards**

History of the LIIS Minimum Standards Process

In July 2010, the Bill & Melinda Gates Foundation awarded a grant to the Center for Educational Leadership and Technology (CELТ) to assist the Florida Department of Education and local school districts in our work to establish minimum standards for Local Instructional Improvement Systems. Ohio was also being assisted in this project.

CELТ began the project by holding three focus groups across the state (Ft. Lauderdale, Orlando, and Tallahassee). Staff from the districts were invited to participate in the focus groups. The purpose of the focus groups was to gather ideas on what comprised a Local Instructional Improvement System. During the focus groups, CELТ capitalized on the opportunity to garner a list of volunteers from the districts who were interested in continuing to assist with the development of the minimum standards.

In August 2010, Florida was awarded the Race to the Top (RTTT) grant; establishing minimum standards for a Local Instructional Improvement System is one of the initiatives in Florida's application. This initiative was so closely aligned with the project with CELТ that the efforts were combined. As described in Florida's RTTT application, a data implementation committee was established. The committee's Local Instructional Improvement System Minimum Standards Working Group is comprised of staff from school districts, schools, and educational consortia and is representative of Florida's diverse size and urbanicity. Committee members are listed in Table 1.

**Table 1
RTTT Local Instructional Improvement System Minimum Standards Working Group**

Member Name	Representation	County
Russell Cheatham	District Technical Administrator	Brevard
Diane Soloven	District Administrator	Broward
Dr. Jeanine Gendron	District Administrator	Broward
Dr. Mike Todd	District Administrator	Hamilton
Darrell Layfield	District Technical Administrator	Highlands
Shelly Bell	Principal	Leon
William Nimmons	District Technical Administrator	Leon
Jim Yancey	Superintendent	Marion
Carl Hendrick	Consortium Technical Administrator	NEFEC
John Letvin	District Administrator	Pasco
Sharon Mitchell	Consortium Administrator	PAEC
Dr. Denise Cantalupo	District Administrator	Sarasota



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The district staff who volunteered during the focus groups were assigned to one of nine review teams, which corresponds with each of the nine components in a Local Instructional Improvement System:

- (1) Standards and Curriculum
- (2) Instructional Practices
- (3) Assessment and Growth
- (4) Facilitator Profile
- (5) Learner Profile
- (6) Analysis and Reporting
- (7) Documentation and Support
- (8) Data Integration
- (9) IT Platform and Security

Review team members are listed in Table 2.

Table 2
Local Instructional Improvement System Minimum Standards Review Teams

Member Name	Representation	County
<i>Standards and Curriculum</i>		
Dr. Linda McDaniel	Elementary Principal	Broward
Tennille Wallace	K-12 Math and Science Curriculum Specialist	Flagler
Shannon Lynch	Assistant Superintendent, Division of Teaching/Learning	Leon
Debra Hall	Other	Pinellas
Pam Stewart	Deputy Superintendent, Curriculum and Learning	St. Johns
<i>Instructional Practices</i>		
Megan Brink	Teacher	FSU Lab School
Dolores Noechel	Instructional Technology Specialist	Okaloosa
Meredith Strickland	Senior Director for Professional Development	St. Johns
Jane Mahoney	Retired Teacher	
<i>Assessment and Growth</i>		
Susan Colton	Principal	Broward
Alesha Arscott	Other	Charter Schools USA
Dr. Nicole Binder	Manager of Assessment	Hillsborough
Dawn Lamb	Director of Curriculum, Instruction, Assessment	Suwannee
Mark Freeland	Teacher	Union



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Member Name	Representation	County
Facilitator Profile		
Carletha Shaw	Area Director, School Improvement	Broward
Maria Tracy	Principal	Broward
William Silhan	Other	Escambia
Kathy Donato	President, Osceola CTA	Osceola
Elizabeth Wierda	Director of Professional Development	St. Johns
Chris Middleton	Parent	Seminole
Learner Profile		
Kicia Johnson	Assistant Principal	Broward
Dorothy Tellin	Other	Hillsborough
Stephen Veliz	Teacher	Leon
Mark Munas	Executive Director, Professional Development and Standards	Osceola
Kathy McGinn	Assistant Superintendent	St. Lucie
Analysis and Reporting		
Lisa George	Principal	Broward
Antoine Ayoub	Parent	Broward
Kevin Hickling	Administrator, Assessment and Accountability	Seminole
Patsy Warmack	Other	
Documentation and Support		
Penny Sincore	Instructional Designer (military)	Brevard
Dr. Ricardo Garcia	Principal	Broward
Jerome Levit	Executive Director, Office of Program Evaluation	Miami-Dade
Steven Nolen	Teacher Resource Spec. Trainer	Polk County
Data Integration		
Lamar Leynes	District Technical Administrator	Leon
Verdy Bradley	Associate Director, Innovative Programs	Manatee
Frank Strasz	Other	Palm Beach
IT Platform and Security		
Scott Whittle	CTE Administrator	Leon
Hermez Mendez	Director, ICTS	Orange
Ken Brown	Supervisor	Pasco
Julie Grabach	Vendor	



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A series of webinars were held with each review team and the Local Instructional Improvement System Minimum Standards Working Group. The purpose of the webinars was to gather requirements for a Local Instructional Improvement System. On November 9-10, 2010, the Local Instructional Improvement System Minimum Standards Working Group met in Orlando with CELT and the Ohio counterpart to Florida's working group. The meeting provided an opportunity for Working Group members to meet in small groups to discuss each component and its requirements in more detail.

In December 2010, CELT provided the Florida Department of Education with the draft requirements for a Local Instructional Improvement System. The Florida Department of Education then developed guidelines for determining if a requirement should be considered minimum or optional. The Local Instructional Improvement System Minimum Standards Working Group members worked independently to recommend "minimum" or "optional" for each requirement. At the same time, the Florida Department of Education engaged internal experts to establish an initial recommendation for each requirement.

The Local Instructional Improvement System Working Group and Florida Department of Education recommendations were compiled and provided to legislative staff for feedback. Meetings were held with both internal staff and the Working Group to refine the requirements. On January 31, 2011, the minimum standards for a Local Instructional Improvement System were published by the Florida Department of Education.

Next Steps

All RTTT participating districts in Florida will be required to implement a Local Instructional Improvement System that meets minimum standards by June 30, 2014.

Those standards deemed "optional" will be reviewed by the Working Group with the intent of publishing possible options for districts once they meet minimum standards.



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Summarized Timeline

July 2010

- Florida, along with Ohio, partnered with the Bill and Melinda Gates Foundation and CELT to establish minimum standards for a Local Instructional Improvement System
- Focus groups held across the state to gather initial requirements and solicit volunteers

August 2010

- Florida awarded RTTT
- CELT project and RTTT initiative were combined

October 2010

- Local Instructional Improvement System Minimum Standards Working Group established
- Review Teams established
- Initial webinars with Working Group and Review Teams held to gather additional requirements

November 2010

- Working Group, CELT, and Ohio's team met in Orlando to discuss each component and its requirements in a small group setting

December 2010

- Draft requirements provided by CELT
- Guidelines for recommending minimum vs. optional developed
- Review of requirements for minimum vs. optional started

January 2011

- Florida Department of Education established initial recommendations with assistance from internal experts
- Working Group established initial recommendations
- Combined recommendations presented to legislative staff for feedback
- Minimum standards published by the Florida Department of Education