



FLORIDA DEPARTMENT OF
EDUCATION
fldoe.org



TOP-2



Turnaround Option Plan—Step 2(TOP-2) Closure (RC)

**[Polk County Public Schools]
[Griffin Elementary School]**

Due: October 1 for Cycle 1 or January 31 for Cycle 2-4

Form Number TOP-2, RC, incorporated in Rule 6A-1.099811, F.A.C., effective _____

Turnaround Option Plan—Step 2 (TOP-2) Closure

Purpose

The purpose of this document is to guide districts to develop a plan for implementation of the turnaround option Closure (RC). The district shall provide the Department with this plan for approval by the State Board of Education (SBE).

Directions

Districts shall complete this Step 2 form for each school for which the district is selecting RC. This completed form must be signed by the superintendent or authorized representative and emailed to BSI@fldoe.org no later than October 1 if this is Cycle 1 or January 31 if Cycle 2-4. The subject line of the email must include district name, school name and TOP-2(RC).

School

In the box below, identify the name and MSID number of the school that will be supported through RC.

School Name/ MSID Number
53-1231 Griffin Elementary School

RC Assurances

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

Assurance 1: Close and Reassign Students

- The district shall close the school and reassign students to higher-performing schools with a “C” or higher in the district. *A new school does not qualify since it does not have a record of performance.*
- The district shall ensure that students are not assigned to instructional personnel rated as Unsatisfactory or Needs Improvement based on both the three-year aggregated state Value-added Model (VAM) rating, if applicable, and the district evaluation system.

Description of how the district will address Assurance 1: Close and Reassign Students

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After working extensively with an External Operator for Griffin Elementary, that included focused instructional attention in ELA, Reading, Mathematics, Science and Writing, and after continuing to align quality instructional practices in the classroom with high impact teachers for students, it would be the decision of the district to close Griffin Elementary, if the school cannot earn a grade of “C” or higher at the end of the 2019-2020 school year. Notification of this decision would be made available to parents and stakeholders at a series of Community Assistance Team (C.A.T.) meetings which will begin in November 2019 and continue in February and April 2020. The students who currently attend Griffin Elementary School would be allowed to attend schools in the current attendance zone that have school grades of “C” or higher. To further ensure compliance in this area, the district and school-based staff will communicate with parents through written correspondence as well as additional follow up face-to-face meetings. Parents will be notified of their child’s reassignment and enrollment into a higher performing school (“C” or higher) in the district with transportation provided. We will continue communication with all stakeholders within the Griffin community.

Using the Value-added Model (VAM) rating, PCPS will ensure that those students are assigned to instructional personnel with a VAM rating of highly effective or highly effective. This will be a coordinated effort between the district’s Accountability and Assessment team who will receive the VAM data in August, along with the Human Resources staff. Each student transferring into another school based on the closure of Griffin will receive a special code that will be used to ensure they are assigned to teachers with an effective or high effective VAM rating. The tracking of these students will be provided to the FLDOE, Bureau of School Improvement as requested.

Assurance 2: Monitoring Reassigned Students

The district shall monitor the reassigned students and report their progress to the department for three years on a quarterly basis. Reports shall include attendance, grades and progress monitoring data aligned to Florida’s Standards, the type of intervention and instruction provided to students to address deficiencies (if applicable), as well as the record of all instructional personnel assigned to the students (three-year aggregated state VAM rating, if applicable, and district evaluation rating). The district shall provide quarterly reports to the RED.

Description of how the district will address Assurance 2: Monitoring Reassigned Students

Once the PCPS Board has approved the closure option for Griffin Elementary School, students and their parents will be notified of the district’s plan and the reassignment opportunities available to them. At the scheduled Community Assessment Team (C.A.T.) and additional scheduled informational meetings will be representatives from the district’s Office of School Choice to provide valuable options for parents. Beginning with the 2020 -2021 school year, and continuing for three consecutive years, the academic progress of the students who previously attended Griffin Elementary School during the 2019-2020 school year will be monitored using the district’s data management system. Immediately upon indicators identifying students who may not be progressing as needed, MTSS will be provided along with targeted remediation and/or enrichment support for the identified students.

Assurance 3: Reassignment of Instructional Personnel and Administrators

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The district shall ensure that instructional personnel rated as Unsatisfactory or Needs Improvement based on the three-year aggregated state VAM rating are not reassigned to other School Improvement (SI) schools within the district.

The district shall ensure that administrators from a school closed through selection of this turnaround option are not reassigned to other SI schools within the district.

Description of how the district will address Assurance 3: Reassignment of Unsatisfactory Instructional Personnel and Administrators.

The Deputy Superintendent, district’s Human Resources Associate Superintendent, the Regional Assistant Superintendents work closely with School Improvement schools to ensure the selection and transfer in of highly effective and effective instructional personnel for identified vacancies. All potential candidates for hire are screened to ensure the 3-year aggregate VAM requirements are correct prior to hire, and individuals are not placed until cleared by Human Resources as a result. Principals notify specific Human Resources personnel, dedicated solely to this process prior to any official placement.

Acknowledgement

Check the box that applies to the district selection of RC.

For Cycle 1, the district acknowledges that the plan is due to the Department by October 1.

For Cycle 2-4, the district acknowledges that the plan is due to the Department by January 31.

Name and title of person responsible for completing and submission of the TOP-2
Patricia J. Barnes, Regional Assistant Superintendent - Turnaround
Contact information: email, phone number
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Date submitted to the Bureau of School Improvement
10/31/2019
Superintendent Signature (or authorized representative)
