



FLORIDA DEPARTMENT OF
EDUCATION
fldoe.org



TOP-2



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

**Hamilton County School District
Hamilton County Virtual Franchise**

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

Form Number TOP-2, RC, incorporated in Rule 6A-I.099811, F.A.C., effective December 19, 2019

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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
Hamilton County Virtual Franchise/7004

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

Students will be permitted to complete the first semester of coursework within the Hamilton County Virtual Franchise so as to allow for the accrual of credit. Upon completion of the first semester of coursework, students will be provided with two options for reassignment: students may choose to enroll in one of the two brick-and-mortar public schools within Hamilton County School District, Hamilton County High School or Hamilton County Elementary School based on grade range, both of which are state graded C schools within the district; or students may elect to enroll in an alternative virtual school entity within Hamilton County School District such as entity 7023 or entity 7001. The district will coordinate with DOE staff to retrieve state VAM ratings for NEFEC employed instructors working within virtual school entities 7023 and 7001, as well as those working at Hamilton County High School and Hamilton County Elementary School that are employed by Hamilton County School District. This

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information will be utilized in conjunction with district evaluation reports when making decisions about student placement to ensure that students that are reassigned to either a different virtual school entity or a brick-and-mortar school within the district will be placed with teachers that have a minimum rating of Effective.

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

Hamilton County Virtual Franchise has a minimal number of students that will be reassigned in the spring semester of 2023. Those that elect to enroll in brick-and-mortar schools within Hamilton County School District will be monitored by district staff that have access to the student information system at both Hamilton County High School and Hamilton County Elementary School. Through collaboration with the Northeast Florida Education Consortium, district staff will create custom reports using the student information system, Skyward, to include detailed data regarding attendance, grades, progress monitoring and instructional personnel records. Narratives shall also be provided in the quarterly reports to outline the types of intervention provided to address the particular deficiency in achievement and learning gains on state standardized assessments. Those students that elect to enroll in an alternative virtual school entity within Hamilton County School District will also be monitored by district staff, however, this monitoring will occur through closer collaboration with NEFEC. This is mainly due to the fact that the teacher’s responsible for instruction in the virtual school entities are employed by NEFEC. The district will coordinate with DOE staff to retrieve state VAM ratings for NEFEC employed instructors working within virtual school entities 7023 and 7001 to provide detailed records of personnel. In addition, virtual school policy will dictate that students will be required to participate in additional progress monitoring throughout the school year that will include regular in-person status checks with school leadership in an effort to collect the required data for reporting.

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Assurance 3: Reassignment of Instructional Personnel and Administrators

- 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.

There are no other School Improvement (SI) schools within the Hamilton County School District. Those teachers within the Hamilton County Virtual Franchise rated as Unsatisfactory or Needs Improvement based on the three-year aggregated state VAM rating are not employees of Hamilton County School District, but rather are employed through contract by the Northeast Florida Education Consortium. Therefore, these instructors will not need to be reassigned by Hamilton County School District.

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
Clay Tomlinson
Contact information: email, phone number

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clayton.tomlinson@hamiltonfl.com
Date submitted to the Bureau of School Improvement
October 5, 2022
Superintendent Signature (or authorized representative)
<i>Lee Wetherington Zamora</i>