



School Improvement Plan 2023-2024

PTC-St. Pete

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Superintendent
Pinellas County Schools

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Continuous Improvement

A school does not achieve its goals by good fortune or hard work alone, but by prioritizing efforts. Improvements are made by focusing intensely on the priorities, while maintaining high service levels for ongoing work. The School Improvement Plan (SIP) is based on the Plan, Do, Study, Act (PDSA) process, which manages and supports effective and efficient planning, implementation, monitoring, revising, and oversight.

A fully developed SIP places the management of priorities and strategies in the context of planning, accountability and support at the school level. School SIP teams ensure these priorities are supported through:

- clearly defined priorities and strategies that are aligned to district strategic goals,
- oversight throughout the planning, implementation and monitoring process, and
- reflection and adjustment to meet school, department and student needs.

Plans succeed because they are well developed, implemented and monitored, and align with the overall goals and objectives of the school and district. The benefits of a good SIP process include achievement of the desired results that positively impact staff growth and student achievement.



Administrator:	Sylester (Boe) Norwood
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School Vision	Our community's first choice for workforce training.
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School Mission	Provide students the opportunity to develop national workplace competencies to fill the needs of business and industry.
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School Data

Total School Enrollment	Ethnic Breakdown:					
	Asian	Black	Hispanic	Multi-Racial	White	Other
1318	33	509	182	42	551	1

Age Breakdown:					
Total School Enrollment	16-18	19-24	25-34	35-50	51+
1318	107	520	371	245	75

Adult Ed State Targets Met	2022	2021	2020		
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/>	<input type="checkbox"/>

Proficiency Rates	Graduates with Industry Certification		LCP (ABE & ESOL Only)		OCP		Completers	
	2022 %	2021 %	2022 % (ABE & ESOL)	2021 % (ABE ONLY)	2022%	2021 %	2022 %	2021 %
All Students	44%	46%	35%	41%	83%	72%	84%	34%

School Leadership			
Position/Role	First Name	Last Name	Years at Current School
Director	Sylester (Boe)	Norwood	11-20 years
Assistant Director	Dawn	Bingham	4-10 years
Assistant Director	Jodi	Kirk	1-3 years
Assistant Director	Edward (StePhan)	Lane	Less than 1 year
Managing Officer	Kyesha	Robinson	4-10 years
Teacher Leader	Victoria	Cribb	11-20 years
Teacher Leader	Dawn	Garcia	4-10 years
Teacher Leader	Dallas	Jackson	4-10 years



Continuous Improvement

School Improvement Plan 2023-24

Curriculum Specialist	Dolores	Stabile	11-20 years
Teacher Leader	Nancy	Randolph	4-10 years
Teacher Leader	Steve	Zachem	1-3 years
Teacher Leader	Mark	Haverfield	4-10 years
Total Instructional Staff:	FT: 57	PT: 91	
Total Support Staff:	FT: 35	PT: 1	



B. Improvement Priorities

Choose three priorities for improvement (“Big Rocks”) that you will focus on for the school year. Following the priority, complete the theory of action statement using your current data and results from your problem-solving process.

EXAMPLE THEORY OF ACTION: If we effectively implement high-leverage strategies which support standards-based instruction, then the percent of all students achieving proficiency will increase from 77% to 89%.

1. Priority 1: Industry Certifications

Priority 1 Theory of Action: If we effectively implement high-leverage strategies which support Industry Certifications, then the percent of all students who earn industry certifications will increase from **44%** to **60%**.

2. Priority 2: Completer

Priority 2 Theory of Action: If we effectively implement high-leverage strategies which support completers, then the percent of all students who complete their program of study within the expected time frame will increase from **84%** to **90%**.

3. Priority 3: OCP

Priority 3 Theory of Action: If we effectively implement high-leverage strategies which support OCP, then the percent of all students who obtain an OCP will increase from **83%** to **90%**.



C. Monitoring and Achieving Improvement Priorities

School Improvement is best achieved when a school—in its totality—works together to achieve the school’s common goals. The table below is the framework for planning how everyone in your school will be an active, engaged participant in the achievement of your school’s improvement priorities.

How do you plan to implement and monitor the progress of your improvement priorities as a school-wide system? Complete the table below for each school-based team listed, use the blank rows and add rows for additional teams, as needed.

	School-based Team	Priority Alignment	Why are you doing it?	How are you executing?	Who facilitates?	Who participates?	When does it occur?	Evidence that it is occurring
	<i>The teams responsible for implementation and monitoring</i>	<i>Identify the priorities above for which each team is responsible</i>	<i>The problem you are trying to solve</i>	<i>Major actions taken to execute the improvement with fidelity</i>	<i>List the title of who is leading the work of each team</i>	<i>List the titles of those who participate on each team for implementation and monitoring</i>	<i>State how often you are monitoring</i>	<i>Describe what it looks like and what artifacts are available when this is implemented with fidelity</i>
1.	Leadership Team	All Priorities	Increase overall college performance as indicated by completion, placement, and licensure measures	<ul style="list-style-type: none"> Monthly trainings and data conferences with Assistant Directors Teacher and student recognition programs Ongoing data analysis Classroom walkthroughs that include focused feedback 	Director, Assistant Directors	Assistant Directors, Curriculum Specialist, & Instructors	Monthly Leadership Meetings, classroom visits,	<ul style="list-style-type: none"> Increased student attainment of industry certifications Increased student program completion rates Increased student placement rates
2.	Leadership Team	All Priorities	To improve the economic development of the community by providing career technical opportunities.	<ul style="list-style-type: none"> Annual PTC Community Carnival Disseminate materials to the community and PCS Increase PTC presence and info sessions in district 	Director, Assistant Directors, & Managing Officer for Workforce Innovation (OWI)	PCS Transportation, Community agencies, high school students, OWI staff, high School AP/APC,	Ongoing	<ul style="list-style-type: none"> Attendance at community events OWI staff recruit in high schools & the community OWI staff attend local community



	School-based Team	Priority Alignment	Why are you doing it?	How are you executing?	Who facilitates?	Who participates?	When does it occur?	Evidence that it is occurring
				<ul style="list-style-type: none"> Expand Dual Enrollment opportunities on high school campuses Increase overall student enrollment by working with OWI to target non-traditional groups Continue to utilize social media as a recruitment tool 		Guidance Counselors, & Instructors		<p>events promoting PTC</p> <ul style="list-style-type: none"> All programs increase in numbers of non-traditional groups
3.	Leadership Team	Priority 1	To increase the percentage of graduates that complete programs with at least one industry certification	<ul style="list-style-type: none"> Review industry certification data by program Establish certification attainment baselines by program Continue to implement tracking tools and student conferences to monitor individual student progress and readiness towards passing specific industry certifications Continue to implement standards-based 	Director, Assistant Directors	Instructors	Monthly Staff Mtgs, Leadership Mtgs., Data Chats/PLC Mtgs., Department Mtgs., & Mentor Mtgs.	<ul style="list-style-type: none"> Increased in the number of students obtaining an industry certification by program



	School-based Team	Priority Alignment	Why are you doing it?	How are you executing?	Who facilitates?	Who participates?	When does it occur?	Evidence that it is occurring
				curriculum guides, FOCUS gradebooks, and instructional practices				
4.	Leadership Team	Priority 2	To increase the number of students who complete their program within the expected timeframe	<ul style="list-style-type: none"> Review program completion FOCUS data Administer exit interviews to determine successes and problem areas Ensure all teachers use the Conference Form to document student's attendance or academic concerns Ensure all teachers follow the program standards and benchmarks Ensure that students are getting the academic/social emotional support needed for success 	Director, Assistant Directors	Instructors	Monthly Staff Mtgs, Leadership Mtgs., Data Chats/PLC Mtgs., Department Mtgs., Book Studies & Mentor Mtgs.	<ul style="list-style-type: none"> Increased in the number of students who complete their program of study within the expected timeframe
5.	Leadership Team	Priority 3	Completing OCPs is important for students to gain the knowledge and skills needed for workforce competencies.	<ul style="list-style-type: none"> Ensure all programs have sufficient materials to support their curriculum frameworks Implement standard-based 	Director, Assistant Directors, Advisory Boards, Curriculum Supervisors, District	Instructors & Advisory Board Members	Advisory Board meetings, Monthly Staff Mtgs, Leadership Mtgs., Data Chats/PLC	<ul style="list-style-type: none"> Increased number of students earning an OCP Increased number of program completers Increased number of job placement



Continuous Improvement

	School-based Team	Priority Alignment	Why are you doing it?	How are you executing?	Who facilitates?	Who participates?	When does it occur?	Evidence that it is occurring
				instruction using FLDOE Frameworks. <ul style="list-style-type: none"> Collaborate with Program Advisory Boards to support industry needs 	Personnel & Instructors		Mtgs., Department Mtgs., & Mentor Mtgs.	
6.	Leadership Team	All Priorities	To assist students (academically/ socially & emotionally) through the successful completion of their programs as needed	<ul style="list-style-type: none"> Providing students with information about available resources as described by state statutes Professional development on accommodations for various learners 	Director, Assistant Directors	Instructors, Guidance Counselors, District Personnel & 504 Liaison	Monthly Staff Mtgs, Leadership Mtgs., Data Chats/PLC Mtgs., Department Mtgs., & Mentor Mtgs.	<ul style="list-style-type: none"> Increased number of students that disclose the need for accommodations.
7.	Leadership Team	All Priorities	Building relationships with the community is essential to the successful operation of the school.	<ul style="list-style-type: none"> Strengthen SAC and Advisory Board membership Increase community partnerships and school involvement 	Director, Assistant Directors	Community members, Advisory Board members, Instructors	Biannually and ongoing with special work groups	<ul style="list-style-type: none"> SAC and Advisory Board membership maintains or increases
8.	Leadership Team	All Priorities	Provide a variety of learning modalities for students	<ul style="list-style-type: none"> Provide professional development for teachers on Blackboard Provide instructional staff with 	Director, Assistant Director	LMS Instructor, Instructors	Ongoing	<ul style="list-style-type: none"> Teachers complete Blackboard training Increase program offerings



Continuous Improvement

	School-based Team	Priority Alignment	Why are you doing it?	How are you executing?	Who facilitates?	Who participates?	When does it occur?	Evidence that it is occurring
				technology to conduct distance learning				



Conditions for Learning

Climate and Culture

DATA SOURCES TO REVIEW:

REFLECTION (4-Step Problem-Solving):

1. Our current level of participation in the Student Engagement Survey is 24% based on 2022-2023 survey results.
2. We expect our performance level to be 50% by the next administration of the survey at the end of the school year.
3. The problem/gap in student satisfaction is occurring because student feedback in surveys is not addressed systematically or in a timely manner.
4. If a systematic process for addressing student feedback would occur, the participation will rise by 37%, as indicated by student participation in the survey.
5. We will analyze and review our data for effective implementation of our strategies by administering the survey in the winter of 2024 and comparing results to survey from the winter of 2023 for improvement in areas targeted by students' responses.

6. SMART GOAL:

EXAMPLE: The number of all students that receive effective intake and orientation will increase from 72% to 95%, as evidenced by school intake records and student surveys.

The percent of all students who participate in the Student Satisfaction Survey will increase from 24% to 50%, as measured by Student Satisfaction Survey data for the school year.

7. STRATEGIES:

List the specific strategies your school uses to implement a seamless multi-tiered system of supports (MTSS) that is focused on academic supports to meet the needs of all students.

- Engage all staff in increasing customer service.

7. **ACTION STEPS:** *(Complete the action steps to the needs of your school to meet this goal for each area. District-wide actions have been inserted for ease of completion; adapt and tailor to meet your school needs.)*

Action Steps to implement these strategies	WHO is leading each strategy?	WHEN is it occurring?
Reorganization of student service for optimal customer focus.	<ul style="list-style-type: none"> • Director & Assistant Directors 	<ul style="list-style-type: none"> • Ongoing
Implement a process and additional access to the survey to increase participation in the student satisfaction survey.	<ul style="list-style-type: none"> • Assistant Directors, Student Services, & Instructors 	<ul style="list-style-type: none"> • Ongoing
Implement and monitor a systematic process for addressing student feedback from the student satisfaction surveys.	<ul style="list-style-type: none"> • Director, Assistant Director, Leadership Team, & Instructors 	<ul style="list-style-type: none"> • Ongoing



8. MONITORING:

These are being monitored as part of the Monitoring and Achieving Improvement Priorities plan for the selected Improvement Priority(ies): Priority 1 Priority 2 Priority 3

9. PROFESSIONAL LEARNING: (Outline the school-based learning opportunities that support this goal. Add rows as needed.)

Professional Learning Description	Participants (number and job titles)	Priority Alignment
<ul style="list-style-type: none"> Support student services to engage in customer service trainings. 	Student Services Department	<input checked="" type="checkbox"/> Priority 1 <input checked="" type="checkbox"/> Priority 2 <input checked="" type="checkbox"/> Priority 3
<ul style="list-style-type: none"> Meetings with Student Services staff to share feedback and review processes. 	Director, Assistant Directors, & Student Services Department	<input checked="" type="checkbox"/> Priority 1 <input checked="" type="checkbox"/> Priority 2 <input checked="" type="checkbox"/> Priority 3

B. Conditions for Learning: Attendance

REFLECTION (4-Step Problem-Solving):

1. Our current attendance rate is 83%. We expect our performance level to be 95% by the end of the school year.
2. The problem/gap in attendance is occurring because students are not consistently showing up to school.
3. If students follow the instructor recommendations on attendance, the problem would be reduced by 12%.
4. We will analyze and review our data for effective implementation of our strategies by monitoring attendance data monthly.

5. SMART GOAL:

EXAMPLE: The percent of all students missing more than 10% of school will decrease from 31% to 25%, as evidenced by attendance dashboard data.

The number of all students in attendance will increase from 83% to 95%, as measured by FOCUS attendance data.

6. STRATEGIES: (Choose, or enter, the number of high-leverage strategies that your school is action planning to support.)

- Strengthen the implementation of interventions to address and support the needs of students who miss more than 5 days.
- Strengthen the attendance problem-solving process to address and support the needs of students across all students on an ongoing basis.

7. ACTION STEPS: (Adapt and tailor the action steps to meet the needs of your school to meet this goal.)

WHAT are you doing to implement these strategies?	WHO is leading this step?	WHEN is it occurring?
Instructors record attendance daily in FOCUS.	Assistant Directors & Instructors	Ongoing
Instructors contact the student when they have missed more than 3 days.	Instructors	Ongoing
Monitor FOCUS attendance and grade reports.	Director & Assistant Directors	Monthly
Review program attendance & performance data.	Director, Assistant Directors, Guidance Counselors Curriculum Specialist, & Instructors	Monthly (Staff Meetings- Leadership Meetings-PLC Meetings, & Data Chats)

8. MONITORING:

These are being monitored as part of the *Monitoring and Achieving Improvement Priorities* plan for the selected Improvement Priority(ies): Priority 1 Priority 2 Priority 3



9. **PROFESSIONAL LEARNING:** *(Outline the school-based learning opportunities that support this goal. Add rows as needed.)*

Professional Learning Description	Participants (number and job titles)	Priority Alignment
Provide staff with monthly attendance reports to discuss during monthly data chats.	Director & Assistant Directors	<input checked="" type="checkbox"/> Priority 1 <input checked="" type="checkbox"/> Priority 2 <input checked="" type="checkbox"/> Priority 3
Review attendance data during monthly data chats.	Assistant Directors & Instructors	<input checked="" type="checkbox"/> Priority 1 <input checked="" type="checkbox"/> Priority 2 <input checked="" type="checkbox"/> Priority 3



Academic Goals

Instructions

Refer to your plan for Monitoring and Achieving Improvement Priorities as a school-wide system (above). In the sections below, identify specific academic goals and strategies that you will implement in support of achieving those priorities.

These goals, strategies and professional development should align directly to the Monitoring and Achieving Improvement Priorities table in the Continuous Improvement section above. The table above describes how you are monitoring the implementation of these strategies, as well as the progress of these goals.

REFLECTION: Review your data and work through the problem-solving and gap analysis processes.

GOALS: Write your goals as goals to be Specific, Measurable, Actionable, Realistic, and Timely.

STRATEGIES: Identify the high-leverage strategies your school will employ to support improvement. You may choose from the drop-down menu provided by your level content specialists or write your own.

ACTION STEPS: Articulate what your school is doing to implement these strategies and achieve the goals. Identify who is responsible and when is it occurring.

MONITORING: Monitoring should be included in the Monitoring and Achieving table at the beginning of the document.

PROFESSIONAL LEARNING: List the professional learning your staff needs to effectively implement the strategies and progress toward the goal.



A. Industry Certification Goal

DATA SOURCES TO REVIEW:

REFLECTION (4 Step Problem-Solving):

1. Our current level of performance is 44% industry certifications earned, as evidenced in the FOCUS Industry Certification Report.
2. We expect our performance level to be 60% industry certification by the end of the school year.
3. If a focus and monitoring of industry certification attainment would occur, the problem would be reduced by 16%, and student learning gains would increase by students reaching our goal of 100%.

4. SMART GOALS:

The number of all students industry certification will increase from 228 to 342, as measured by score reports.

The percent of all students who successfully pass an industry certification exam will increase from 44% to 60%, as measured by FOCUS data.

1. STRATEGIES: *(Choose, or enter, the number of high-leverage strategies that your school is action planning to support.)*

- Intensify supports for students in obtaining industry certification.
- Strengthen staff practice to utilize questions to help students elaborate on content.
- Support staff to utilize data to organize students to interact with content in manners which differentiates/scaffolds instruction to meet the needs of each student.

2. ACTION STEPS: *(Add as many rows as needed to thoroughly outline the steps to meet this goal.)*

WHAT are you doing to implement these strategies?	WHO is leading this step?	WHEN is it occurring?
Ensure all programs have sufficient materials to support their curriculum frameworks and industry certifications.	Director, Assistant Directors & Instructors	Ongoing
Implement practice industry certification tests throughout the program.	Instructors	Ongoing
Meet with instructors monthly to support industry certification attainment.	Assistant Directors	Ongoing
School-wide implementation of Standards Based Curriculum Guides that include industry certification pathway.	Assistant Directors & Instructors	Ongoing
Implement an Industry Certification student recognition program "Wall of Fame."	Director, Assistant Directors & Instructors	Ongoing

3. MONITORING: These are being monitored as part of the *Monitoring and Achieving Improvement Priorities* plan for the selected Improvement Priority(ies):

- Priority 1
- Priority 2
- Priority 3

4. PROFESSIONAL LEARNING: *(Outline the school-based opportunities that support this goal. Add rows as needed.)*

Professional Learning Description	Participants (number and job titles)	Priority Alignment
Fall and Spring District Wide Trainings	All Instructors	<input checked="" type="checkbox"/> Priority 1 <input checked="" type="checkbox"/> Priority 2 <input checked="" type="checkbox"/> Priority 3
Focused walkthroughs with specific feedback	Director, Assistant Directors, & Instructors	<input checked="" type="checkbox"/> Priority 1 <input checked="" type="checkbox"/> Priority 2 <input checked="" type="checkbox"/> Priority 3



Academic Goals

Monthly PLC and Data Chats	All Instructors	<input checked="" type="checkbox"/> Priority 1 <input checked="" type="checkbox"/> Priority 2 <input checked="" type="checkbox"/> Priority 3
Provide follow up syllabus and curriculum development training	All Instructors	<input checked="" type="checkbox"/> Priority 1 <input checked="" type="checkbox"/> Priority 2 <input checked="" type="checkbox"/> Priority 3
Site-based Mentor Meetings	New Instructors	<input checked="" type="checkbox"/> Priority 1 <input checked="" type="checkbox"/> Priority 2 <input checked="" type="checkbox"/> Priority 3
Site-based Book Studies	All Staff That Sign Up	<input checked="" type="checkbox"/> Priority 1 <input checked="" type="checkbox"/> Priority 2 <input checked="" type="checkbox"/> Priority 3



B. OCP Goal

DATA SOURCES TO REVIEW:

REFLECTION (4 Step Problem-Solving):

1. Our current level of performance is 83% of student attainment of an OCP, as evidenced in the COE Annual Report.
2. We expect our performance level to be 90% by the end of the next school year.
3. The problem/gap is occurring because students withdraw early for reasons, such as family matters, obtaining employment in the field without certification, and academic or attendance requirements.
4. If more program completions would occur, the problem would be reduced by 7% and a 7% increase in reported student OCP attainment.

5. SMART GOALS:

Student attainment of OCPs will increase by 7%

The number of all students earning an OCP will increase from 83% to 90%, as measured by COE Annual Report.

6. STRATEGIES: (Choose, or enter, the number of high-leverage strategies that your school is action planning to support.)

- Strengthen staff ability to engage students in complex tasks.
- Strengthen staff practice to utilize questions to help students elaborate on content.
- Support staff to utilize data to organize students to interact with content in manners which differentiates/scaffolds instruction to meet the needs of each student.

7. ACTION STEPS: (Add as many rows as needed to thoroughly outline the steps to meet this goal.)

WHAT are you doing to implement these strategies?	WHO is leading this step?	WHEN is it occurring?
Ensure all programs have sufficient resources to support their curriculum frameworks and OCP attainment.	Director, Assistant Directors & Instructors	Ongoing
Review withdraw codes with staff to ensure the correct withdraw codes are used when student leaves.	Assistant Directors	Ongoing
Review program syllabus and handbook clearly defines expectations and alignment to standards and industry certifications.	Assistant Directors	Ongoing

8. MONITORING: These are being monitored as part of the *Monitoring and Achieving Improvement Priorities* plan for the selected Improvement Priority(ies):

- Priority 1 Priority 2 Priority 3

9. PROFESSIONAL LEARNING: (Outline the school-based opportunities that support this goal. Add rows as needed.)

Professional Learning Description	Participants (number and job titles)	Priority Alignment
Instructor training on creating an effective syllabus and standard alignment.	All Instructors	<input checked="" type="checkbox"/> Priority 1 <input checked="" type="checkbox"/> Priority 2 <input checked="" type="checkbox"/> Priority 3
Provide withdraw code training during PLC's	New Instructors	<input checked="" type="checkbox"/> Priority 1 <input checked="" type="checkbox"/> Priority 2 <input checked="" type="checkbox"/> Priority 3



C. Completer Goal

DATA SOURCES TO REVIEW:

REFLECTION (4 Step Problem-Solving):

1. Our current level of performance is 84% of all students complete their program, as evidenced by COE Annual Report.
2. We expect our performance level to be 90% by the end of the school year.
3. The problem/gap is occurring because students withdraw from programs prior to their completion for various reasons as evidence by an analysis of the FOCUS report withdraw codes.
4. If ongoing student monitoring would occur, student learning gains would increase by 6%.

5. SMART GOALS:

EXAMPLE: The percent of all students completing a program will increase from 58% to 75%, as measured by completion code.

The percent of all students who complete their program will increase from 83% to 90% as measured by COE Annual Report.

6. STRATEGIES: (Choose, or enter, the number of high- leverage strategies that your school is action planning to support.)

- Strengthen staff ability to engage students in complex tasks.
- Enhance staff capacity to support students through purposeful activation and transfer strategies.
- Support staff to utilize data to organize students to interact with content in manners which differentiates/scaffolds instruction to meet the needs of each student.

7. ACTION STEPS: (Add as many rows as needed to thoroughly outline the steps to meet this goal.)

WHAT are you doing to implement these strategies?	WHO is leading this step?	WHEN is it occurring?
Identify and implement resources for certification study sessions and practice tests.	Assistant Directors	Ongoing
Model & implement how teachers can engage students in complex tasks.	Assistant Directors	Ongoing
Introduce topics related to student engagement in monthly Professional Learning Community meetings.	Director, Assistant Directors & Instructors	Ongoing
Program completion data discussions and monitoring of student progress in program.	Director, Assistant Directors & Instructors	Ongoing

8. MONITORING: These are being monitored as part of the *Monitoring and Achieving Improvement Priorities* plan for the selected Improvement Priority(ies):

- Priority 1
- Priority 2
- Priority 3

9. PROFESSIONAL LEARNING: (Outline the school-based opportunities that support this goal. Add rows as needed.)

Professional Learning Description	Participants (number and job titles)	Priority Alignment
Monthly PLC meetings to discuss data and best practices in instruction	All Instructors	<input checked="" type="checkbox"/> Priority 1 <input checked="" type="checkbox"/> Priority 2 <input checked="" type="checkbox"/> Priority 3
Ongoing review of withdrawal codes	All Instructors	<input checked="" type="checkbox"/> Priority 1 <input checked="" type="checkbox"/> Priority 2 <input checked="" type="checkbox"/> Priority 3



D. Enrollment Goal

DATA SOURCES TO REVIEW:

REFLECTION (4 Step Problem-Solving):

1. Our current level of performance is an enrollment of 1318 students, as evidenced in FOCUS enrollment report.
2. We expect our performance level to increase by the end of the school year.
3. The problem/gap is occurring because many programs have limited enrollment, or many programs are full.
4. If programmatic changes, additional offerings, and innovative scheduling would occur, the problem would be reduced, and more students would attend PTC SP.

5. SMART GOALS:

EXAMPLE: The enrollment will increase from 1318 to 1450 by the end of the school year, as measured by program completers

The percent of all students enrolled will increase from 1318 to 1450 as measured by FOCUS enrollment report.

6. STRATEGIES: (Choose, or enter, the number of high- leverage strategies that your school is action planning to support.)

- Continue recruitment efforts in collaboration with OWI to increase enrollment.
- Increase visibility of PTC in the community and Pinellas County Schools.

7. ACTION STEPS: (Add as many rows as needed to thoroughly outline the steps to meet this goal.)

WHAT are you doing to implement these strategies?	WHO is leading this step?	WHEN is it occurring?
Continue teacher and student recognition program to support quality program development.	Director & Assistant Directors	Ongoing
Support the OWI in their recruitment efforts.	Director & Assistant Directors	Ongoing
Revise program flyers for recruitment.	OWI	Ongoing
Increase media methods of recruitment (social media, web site advertisement, program information, & school event photos).	OWI	Ongoing
Continue with "National Signing Day" event.	Director and OWI Office	February
Grow afternoon and night program offerings.	Director, Assistant Directors	Ongoing
Participate in local business meetings (e.g. chambers of commerce).	Director	Monthly
Continue the development of dual enrollment	Director, Assistant Directors	Ongoing
Educate staff on academic & social emotional supports/services for students.	Assistant Directors, Guidance Counselors, & 504 Coordinator	Ongoing
Hold Annual Community Carnival.	Director, Assistant Director	Summer 2024

8. MONITORING: These are being monitored as part of the *Monitoring and Achieving Improvement Priorities* plan for the selected Improvement Priority(ies):

- Priority 1
- Priority 2
- Priority 3

9. PROFESSIONAL LEARNING: (Outline the school-based opportunities that support this goal. Add rows as needed.)

Professional Learning Description	Participants (number and job titles)	Priority Alignment
Increase PTC program information and presence in high schools, PCS, and community.	OWI	<input checked="" type="checkbox"/> Priority 1 <input checked="" type="checkbox"/> Priority 2 <input checked="" type="checkbox"/> Priority 3
Continue to generate advertising materials for each program.	Director, Assistant Directors, OWI	<input checked="" type="checkbox"/> Priority 1 <input checked="" type="checkbox"/> Priority 2 <input checked="" type="checkbox"/> Priority 3



Academic Goals

Educate staff on academic/social emotional supports/strategies for students.	All Instructors	<input checked="" type="checkbox"/> Priority 1 <input checked="" type="checkbox"/> Priority 2 <input checked="" type="checkbox"/> Priority 3
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E. Healthy Schools Goal

DATA SOURCES TO REVIEW:

REFLECTION (4 Step Problem-Solving):

1. Our current level of performance is 14 wellness events annually as evidence by the wellness report submitted by the wellness coordinator.
2. We expect our performance level to increase number of events by the end of the school year.
3. If a focus on the promotion of wellness would occur, the problem would be reduced by having more participate in wellness events.

4. SMART GOALS:

EXAMPLE: The number of Healthier Generation Assessment modules completed for national recognition will increase from 4 to 6.

The number of wellness activities will increase from 14 to 16 by the end of the school year.

5. STRATEGIES: (Choose, or enter, the number of high- leverage strategies that your school is action planning to support.)

- Promote wellness events at faculty meetings/via email (Wellness Wednesday).
- Promote wellness events on social media outlets.

6. ACTION STEPS: (Add as many rows as needed to thoroughly outline the steps to meet this goal.)

WHAT are you doing to implement these strategies?	WHO is leading this step?	WHEN is it occurring?
Continue to offer wellness activities to staff.	Wellness Coordinator	Monthly
Promote wellness events for students/community.	Wellness Coordinator, OWI	Ongoing

7. MONITORING: These are being monitored as part of the *Monitoring and Achieving Improvement Priorities* plan for the selected Improvement Priority(ies):

- Priority 1 Priority 2 Priority 3

8. PROFESSIONAL LEARNING: (Outline the school-based opportunities that support this goal. Add rows as needed.)

Professional Learning Description	Participants (number and job titles)	Priority Alignment
Staff will participate in Wellness activities that include cardio drumming, vaccines, work/life balance, blood mobile.	All Staff	<input checked="" type="checkbox"/> Priority 1 <input checked="" type="checkbox"/> Priority 2 <input checked="" type="checkbox"/> Priority 3

Subgroups

A. 504 Goal

DATA SOURCES TO REVIEW:

REFLECTION (4 Step Problem Solving):

1. Our current level of performance is 27 self-reported students for the school year, as evidenced in student services records.
2. We expect our performance level to be increased by for the new school year.
3. The problem/gap is occurring because are not aware of the self-reporting process or the benefits of self-reporting for academic support.
4. If the process for better communication is implemented, the problem would be reduced by all students being aware of the benefits and process of self-reporting which would lead more students receiving accommodations to increase industry certifications.

5. SMART GOALS:

EXAMPLE: The percent of 504 students achieving industry certification will decrease from 77% to 89%, as measured by industry certification data.

The number of 504 students self-reporting will increase if students self-report, as measured by documented 504 plans.

6. STRATEGIES: *(Choose, or enter, the number of high- leverage strategies that your school is action planning to support. Keep in mind that these strategies are specific for 504 learners and are in addition to the strategies and actions articulated with the content specific goals.)*

- Staff will be made aware of students who have 504 plans and their accommodations.
- Strength staff ability to ability to differentiate instruction to meet the needs of students.

8. ACTION STEPS: *(Add as many rows as needed to thoroughly outline the steps to meet this goal.)*

WHAT are you doing to implement these strategies?	WHO is leading this step?	WHEN is it occurring?
504 Plans will be reviewed annually.	504 Liaison & Guidance Counselors	Ongoing
Teachers will be made aware of students 504 plans and accommodations.	504 Liaison, Guidance Counselors, and Instructors	Ongoing
Implement materials to assist students in self-disclosure of a need for accommodations.	Student Services & Staff	Ongoing

9. MONITORING:

These are being monitored as part of Monitoring and Achieving Improvement Priorities plan for the selected Improvement Priority(ies): Priority 1 Priority 2 Priority 3

10. PROFESSIONAL LEARNING: *(Outline the school-based opportunities that support this goal. Add rows as needed.)*

Professional Learning Description	Participants (number and job titles)	Priority Alignment
Educate staff on 504 guidelines during faculty meetings.	504 Liaison, Guidance Counselors	<input checked="" type="checkbox"/> Priority 1 <input checked="" type="checkbox"/> Priority 2 <input checked="" type="checkbox"/> Priority 3

